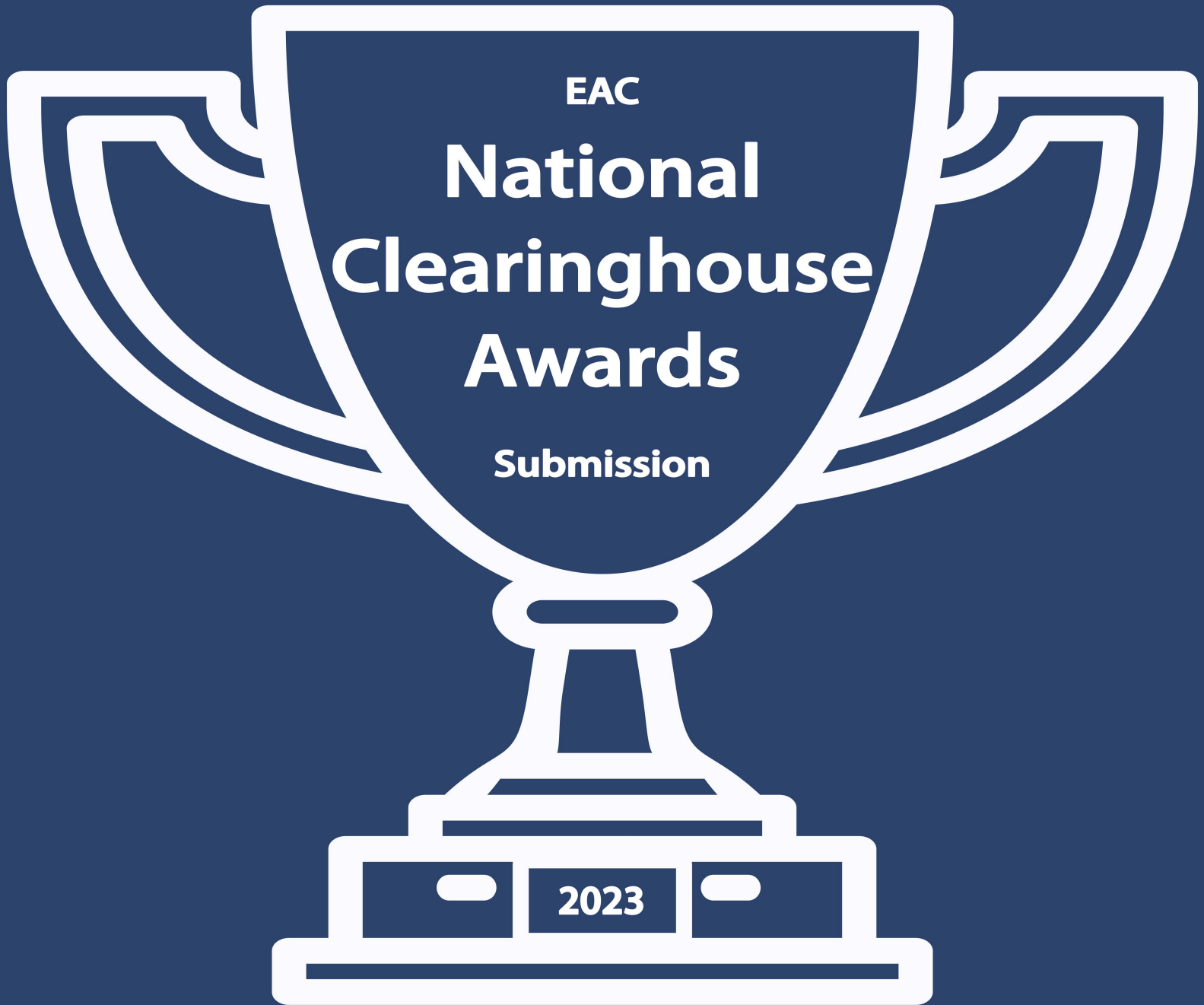




SALT LAKE COUNTY CLERK  
ELECTION DIVISION



## "Stick It To 'Em"

**Reconciliation Log Stickers  
for Ballot Batches**

### **For Consideration in:**

- Outstanding Innovations in Elections
- Distinguished Voter Education and Communications Initiatives
- Outstanding Innovations in Election Cybersecurity and Technology



**Lannie K. Chapman**

*Salt Lake County Clerk*

**Nikila Venugopal**

*Chief Deputy Clerk*



U.S. Election Assistance Commission  
633 3<sup>rd</sup> Street NW, Suite 200  
Washington, DC 20001

Dear EAC Awards Committee Members:

Thank you for the opportunity to submit our Salt Lake County Reconciliation Log Sticker for your consideration for the 2023 EAC National Clearinghouse Awards. As this simple tool has had a broad positive impact in our office across election administration practices, security, and voter confidence, we are submitting this proposal in the categories of Outstanding Innovation in Elections, Outstanding Innovation in Election Cybersecurity and Technology, and Distinguished Voter Education and Communications Initiatives.

Since I was sworn into my office over a year ago, my team has made strategic efforts to ensure transparency, clear communication, and voter education. Salt Lake County has been vote-by-mail for over a decade, and data has shown that offering both by-mail and in person voting options increases voter participation and confidence. Our reconciliation sticker has helped to demonstrate the safety, security, and transparency that are essential to our by-mail ballot processing. When the public can feel confident that vote-by-mail is not only convenient, but is also secure, we safeguard and strengthen our voting systems for generations to come.

This sticker log we have instituted over the past year exemplifies the focus of the Salt Lake County Clerk's office to allow all eligible voters to safely and securely have their voices heard through accessible methods.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Lannie Chapman".

Lannie K. Chapman  
Salt Lake County Clerk

### **Reconciliation Sticker Overview**

As by-mail ballots are batched for processing, each batch receives the demonstrated yellow sticker reconciliation log. The batch and the log will travel together throughout the process.

The elections worker who completes a ballot processing step for the batch initials on the pre-printed line on the log for that process. In the mock situation shown in Figure 1 below, workers removed a by-mail ballot for replication because it was too damaged to scan, and recorded this action taken under the “Ballots Removed” portion of the log. At the end of processing, administrators can easily confirm that ballots remained with their batch, with any necessary exceptions documented.

Figures 1 and 2 below show examples of the “big yellow sticker,” as it is fondly known in our office. Figure 1 is a mock-up example of how the log might be filled out by election workers processing the indicated batch of by-mail ballots. Figure 2 is full-size blank copy of the sticker ballot batch reconciliation log.

### **Advantages**

Our ballot reconciliation log was designed specifically to navigate certain challenges that we, or our colleagues in other Utah counties had faced in creating a reconciliation log. The sticker element ensures that the log and the ballot batch box are never separated, traveling together until statutorily required storage after the election is over. Other methods of keeping log and batch together had the potential to damage ballots or the log itself. For example, when using a rubber band to attach a loose paper log to a batch of ballots, it is necessary to carefully purchase big enough rubber bands, so as not to tear the edges of the log or ballots with a too-tight band. In our case, sticky won out over stretchy!

When it comes to improvements to our actual reconciliation procedures, the bright color of the log ensures that administrators and workers can easily and quickly verify that every batch has a log, and with a quick inspection, that every ballot is accounted for.

This log has also proved a helpful tool in educating voters about the security of mail ballots and our processing procedures. We have re-vamped our standard public tour to center around this log, which we use as a guide to walk members of the public through the “life cycle” of a ballot. It demonstrates that we can track and document every action taken with a batch of ballots, ensuring integrity, accuracy, and accountability.

### **Helpful Tip for Replicating**

Upon initial implementation of this new sticker log, our workers quickly discovered that the logistics of peeling a full-size sticker in one piece proved a little more tedious and time-consuming than we thought. However, this was quickly remedied by having our printer make a horizontal “cut” in the back of the sticker (the part that is peeled off and discarded), making it much easier to peel the sticker quickly without tearing it.

<b>Tray #20101</b>		DATE RECEIVED <b>02 Nov</b>	
District: SS17 Piece Count: 167		REPORTED NUMBER OF BALLOTS <b>167</b>	
		BALLOTS SCANNED <b>166</b>	

BALLOT BATCH LOG			
DATE	TIME	REASON	INITIALS
02 Nov	8:45 AM	Agilis operation	DS
02 Nov	9:52 AM	OPEX	DS
02 Nov	13:06	Opening/unfolding	DS
11-02-2023	4:03 PM	Scanning	DS

BALLOTS REMOVED				
DATE	TIME	BALLOT #	REASON	INITIALS
11-02-2023	4:04 PM	102	Large stain	DS

**Figure 1. Mock-Up Example of Completed Reconciliation Sticker Attached to By-Mail Ballot Batch Box.**

