



MEMO

To: Interested Parties

From: Alana Mounce, Nevada State Democratic Party Executive Director

Date: February 13, 2020

Subject: NV Dems Caucus Day Update

From the beginning, NV Dems have been committed to executing the most accessible, expansive, and transparent caucus yet. That's why we expanded our process to include four days of in-person early voting; training and caucus materials in English, Spanish, and Tagalog; and a robust training program for our more than 3,000 volunteers.

We understand just how important it is that we get this right and protect the integrity of Nevadans' votes. We are confident in our backup plans and redundancies.

In choosing the best path forward our guiding principles have been security, efficiency and simplicity. To ensure that we fulfill these principles, we are strengthening our processes to address the main challenges that have arisen in the primary process.

Caucus Day

- NV Dems will host caucuses across 252 locations on February 22nd. In Nevada, there are a total of 2,097 precincts and 1,736 precincts with registered Democrats.
- Check-in opens at 10:00 a.m. PT and anyone in line by noon will be able to participate. Caucuses will be called to order by 12:30 p.m. PT or as soon as check-in is complete.
- Caucus-goers will check-in through a paper voter roll and be given a voter preference card along with a pre-generated number (called a "voter PIN") sticker that will be placed on the preference card.
- If a voter is not registered as a Democrat or needs to update their voter registration, they can do so at their designated Caucus Day location.

Early Vote Data

- No early vote presidential preferences will be shared until precinct caucuses have begun on Caucus Day.
- Early vote data will be provided to every precinct chair on Caucus Day through the caucus calculator and also provided on paper.

Caucus Calculator

To assist precinct chairs in completing caucus math as well as incorporate early vote data into the Caucus Day process, we consulted with a team of independent security and technical experts to create a simple, user-friendly calculator.

- The caucus calculator will only be used on party-purchased iPads provided to trained precinct chairs and accessed through a secure Google web form.
- Using the calculator, precinct chairs will add Caucus Day data with early vote data and a built-in caucus math formula will calculate the totals. This will mimic the formula on the paper reporting sheet which all precinct chairs will be required to complete.
- This caucus calculator will give our precinct chairs the ability to integrate the early vote data to determine viability and award delegates.
- This will only be used by precinct chairs, not caucus-goers. It does not require that precinct chairs download or install anything on their personal devices – everything will be provided and pre-configured.
- While this is designed to streamline the process and to limit the possibility for human error, caucuses can operate without this calculator.
- We will have a paper copy of early vote data to share with each precinct chair.
- We are actively testing this process and will continue to ensure volunteers receive robust trainings.

Reporting: Process, Backups, and Redundancies

Our approach has always been to leverage the extensive paper backup and redundancies we put in place, and we will now deploy user-friendly reporting processes many of our volunteers are already familiar with.

- We will have a thorough multi-step reporting process to ensure results are reported accurately.

- This includes a two-source verification process where data will first be reported through a secure hotline to a trained operator and then verified by an additional source which could be the reporting sheet or the caucus calculator.
- We will still report three sets of data as mandated by the DNC: raw votes from the first alignment, raw votes from the final alignment, and a county delegate result.
- As required by the DNC, the Nevada State Democratic Party has provided a standard process for any presidential candidate to request a prompt and accurate recount.

Security and Testing

- NV Dems consulted with the DNC and DHS on best practices and with independent security and technical experts on the caucus calculator.
- Additionally, we are consulting experts at Google to make them aware of our use of these programs and to ensure the process would remain secure.
- We have been and will continue to conduct usability testing and trial runs with caucus volunteers -- of both the calculator and the backup caucus process.
- In order to ensure this process is user-friendly for precinct chairs at every experience level, NV Dems invited testing from security experts of varying backgrounds, experienced volunteers, first-time precinct chairs and community leaders.

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