

DIRECTIVE 2008-30

February 27, 2008

To: All County Board of Elections
Re: Ballot Shortages or Machine Failures

In an effort to continue to provide assistance to Boards of Elections, all Boards of Elections are required to report as soon as they are made aware of the occurrence(s) the following to their assigned regional liaison or to the county's assigned elections attorney:

- Significant voting machine failure –
 - (1) a failure that caused the board of elections to place at least ten percent (10%) of its machines in use at the polling places on Election Day in an “out of service” status for more than 2 hours, but not the entire election day.
 - (2) a failure that caused the board of elections to place one or more voting machines in an “out of service” status for the remainder of Election Day.
- Significant tabulation equipment failure – complete failure of tabulating equipment or machine (precinct based or central count optical scan machines) unable to tabulate results with scanner indicating it is unable to “read” ballot due to printing or paper quality problems.
- Optical Scan Ballot shortages –
 - (1) precinct runs out of Democratic, Republican or issues only ballots – whether regular or provisional ballots.
 - (2) precinct ran out of optical scan ballots that required voters to vote on a voting system not of their preference (Directive 2008-01).

The reporting of these occurrences will provide the Secretary of State's office an opportunity to provide guidance or information that may be helpful to your board. We recommend the failure or shortage be reported as soon as the board is aware of the situation, but no later than 2 hours after the occurrence. You may report by phone, fax (614-752-4360) or email. In reporting these occurrences, please provide the following in addition to identifying the type of failure or shortage:

- Time of occurrence
- Type of occurrence
- Name of Precinct and/or polling location

A voting machine failure must also be reported by the presiding judge on the “Voting Unit Event Log” that is provided with the precinct supplies.

If you have any questions on this Directive, please contact your regional liaison or your county's assigned elections attorney.

Sincerely,

Jennifer Brunner