



King County
Metropolitan King County Council
Committee of the Whole

STAFF REPORT

Agenda Item No.:	5	Date:	28 July 2010
Proposed Motion No.:	2010-0397	Prepared by:	Nick Wagner

SUMMARY

Proposed Motion 2010-0397 (pp. 3-7 of these materials) would recognize the King County Director of Elections, Sherril Huff, for achieving the status of Certified Election Administrator and would request periodic reports regarding the director's maintenance of certification.

BACKGROUND

In November of 2008 the voters of King County approved charter amendments making the position of King County Director of Elections an elective office and allowing the Council to establish by ordinance additional qualifications for the office (besides the charter requirement of being at least 21 years old, a U.S. citizen, and a resident and registered voter of King County).

Because the complexity of modern election systems makes it necessary for a director of elections to possess certain technical and administrative qualifications and expertise in order to perform effectively in that role, the Council by Ordinance 16302 (pp. 9-13 of these materials) established additional qualifications for the office of Director of Elections. Those qualifications included a requirement that "[n]o later than thirty months after having been elected or appointed to the office of elections director, the director shall have earned the certification of elections administrator from the Washington state Office of the Secretary of State, and shall meet all continuing education requirements of the Secretary of State."

As demonstrated by the letter from the Washington Secretary of State that is Attachment A to Proposed Motion 2010-0397 (p. 7 of these materials), King County Director of Elections Sherril Huff has obtained certification as a Certified Election Administrator, as required by Ordinance 16302, and her certification will extend through the end of this year.

In order to maintain certification by the Secretary of State, election administrators are required to obtain 18 hours of continuing education each year, as provided in WAC 434-260-300 (p. 15 of these materials).

PROPOSED MOTION 2010-0397

Proposed Motion 2010-0397 would:

1. Recognize and congratulate the Director of Elections for obtaining certification as a Certified Election Administrator;
2. Request that the Director of Elections provide a written report to the Council no later than September 1 of each year, beginning this year, detailing the hours of continuing education that the director has obtained, or plans to obtain, in order to maintain certification through the following calendar year; and
3. Request that the Director of Elections inform the Council promptly in writing of any extension or termination of the director’s certification as a Certified Election Administrator.

INVITEES

1. Sherril Huff, King County Director of Elections

ATTACHMENTS

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KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

July 27, 2010

Motion

Proposed No. 2010-0397.1

Sponsors Hague

1 A MOTION recognizing the county director of elections
2 for achieving the status of Certified Election Administrator
3 and requesting periodic reports regarding the director's
4 maintenance of certification.

5 WHEREAS, the voters of King County on November 4, 2008, approved a charter
6 amendment making the position of county director of elections an elective office, and

7 WHEREAS, the complexity of modern election systems makes it necessary for
8 the county director of elections to possess certain technical and administrative
9 qualifications and expertise in order to perform effectively in that role, and

10 WHEREAS, the voters of King County on November 4, 2008, approved a charter
11 amendment allowing the county council to establish by ordinance additional
12 qualifications for the office of director of elections, besides the charter requirement of
13 being at least twenty-one years old, a citizen of the United States and a resident and
14 registered voter of King County, and

15 WHEREAS, the county council by Ordinance 16302 established additional
16 qualifications for the office of director of elections, including a requirement that "[n]o
17 later than thirty months after having been elected or appointed to the office of elections
18 director, the director shall have earned the certification of elections administrator from

19 the Washington state Office of the Secretary of State, and shall meet all continuing
20 education requirements of the Secretary of State," and

21 WHEREAS, as demonstrated by the letter from the Washington Secretary of State
22 that is Attachment A to this motion, King County director of elections Sherril Huff has
23 obtained certification as a Certified Election Administrator, as required by Ordinance
24 16302, and

25 WHEREAS, once certified, election administrators are required, in order to
26 maintain their certification, to obtain eighteen hours of continuing education each year, as
27 provided in WAC 434-260-300;

28 NOW, THEREFORE, BE IT MOVED by the Council of King County:

29 A. The council recognizes and congratulates King County director of elections
30 Sherril Huff for obtaining certification as a Certified Election Administrator, effective
31 from June 1, 2010, through December 31, 2010.

32 B. The council requests that the director of elections provide a written report to
33 the council no later than September 1 of each year, beginning in 2010, detailing the hours
34 of continuing education that the director has obtained, or plans to obtain, in order to
35 maintain certification through the following calendar year.

36 C. The council requests that the director of elections inform the council promptly
37 in writing of any extension or termination of the director's certification as a Certified
38 Election Administrator.

39 D. The reports referred to in subsections B. and C. of this motion shall be filed
40 electronically with the clerk of the council, who shall forward electronic copies to each

41 councilmember, to the council chief of staff and to the lead staff for the council's
42 government accountability and oversight committee or its successor.
43

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Robert W. Ferguson, Chair

ATTEST:

Anne Noris, Clerk of the Council

APPROVED this ____ day of _____, _____.

Dow Constantine, County Executive

Attachments: A. Letter from Sam Reed, Secretary of State--Dated June 1, 2010

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**SECRETARY
of STATE**

Sam Reed



Legislative Building
PO Box 40220
Olympia, WA 98504-0220
Tel 360.902.4151
Fax 360.586.5629
www.secstate.wa.gov

June 1, 2010

Sherril Huff
King County Director of Elections
9010 E. Marginal Way
Tukwila WA, 98108

Dear Ms. Huff,

Congratulations! You have successfully completed all the required elements for becoming a Certified Election Administrator. Enclosed is a certificate confirming your accomplishment.

The list of requirements for achieving this status is long and often tedious. However, the fact that you completed these requirements is proof of your knowledge and competency in administering elections.

Your certification is effective from June 1, 2010 through December 31, 2010. In order to maintain certification through the year of 2011, you are required to attend 18 hours of continuing education during the calendar year of 2010 in accordance with *Washington Administrative Code* (WAC) 434-260-300.

Congratulations again. If you have any questions, please feel free to contact Kay Ramsay at kay.ramsay@sos.wa.gov or (360) 725-5785.

With best wishes,

Sincerely,

SAM REED
Secretary of State

Enclosures

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KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

July 27, 2010

Ordinance 16302

Proposed No. 2008-0615.2

Sponsors Patterson

1 AN ORDINANCE establishing qualifications for the
2 elected office of King County director of elections; and
3 adding a new chapter to K.C.C. Title 2.

4 STATEMENT OF FACTS:

- 5 1. Initiative 25 placed a charter amendment on the November 4, 2008,
6 ballot asking the electorate if it wants to amend the King County Charter
7 to establish the office of an elected director of elections.
- 8 2. Ordinance 16206 placed a charter amendment on the November 4,
9 2008, ballot asking the electorate if it wants the county council to have the
10 authority to establish qualifications for office for a variety of county
11 officials including an elected director of elections.
- 12 3. Conducting accurate, fair and transparent elections is one of the most
13 important functions of King County government.
- 14 4. King County has made significant improvements in the conduct of
15 elections since the general election of 2004.
- 16 5. It is critical to continue to make improvements to elections operations
17 both for reasons of governance as well as maintaining public confidence.
- 18 6. Conducting elections is very challenging and requires strong technical
19 skills as well as top level management skills and integrity.

20 7. It is in the public interest that minimum qualifications for an elected
21 director of elections be established in order to help ensure that the director
22 of elections has the requisite skills and character to properly manage the
23 function.

24 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

25 SECTION 1. Sections 2 through 6 of this ordinance should constitute a new
26 chapter in K.C.C. Title 2.

27 NEW SECTION. SECTION 2. In addition to qualifications in the King County
28 Charter, the qualifications for the office of King County director of elections are:

29 A. The person shall not hold an office in a political party while serving as the
30 director of elections;

31 B. For one year immediately before filing to run for, being appointed to or
32 holding the office, the person shall not be or have been employed by, or performed
33 compensated services for or hold a financial interest in, a nongovernmental entity that
34 designs, manufactures or sells elections tabulation or voter registration equipment or
35 software. For the purposes of this subsection, "financial interest" means an interest that
36 exceeds one-tenth of one percent of the outstanding securities of the nongovernmental
37 entity; or if the interest is in an unincorporated business concern, exceeds one percent of
38 the net worth of such concern; or the financial interest in the nongovernmental entity
39 exceeds five percent of the net worth of the person and the person's immediate family, as
40 defined in K.C.C. 3.04.017.H. Nothing in this subsection is intended to prevent a person
41 from holding the office who has been employed by, performed services for or holds a
42 financial interest in a nongovernmental entity that sells, designs or manufactures

43 equipment or software that has broad commercial application beyond the field of
44 elections tabulation or voter registration; and

45 C. No later than thirty months after having been elected or appointed to the office
46 of elections director, the director shall have earned the certification of elections
47 administrator from the Washington state Office of the Secretary of State, and shall meet
48 all continuing education requirements of the Secretary of State.

49 NEW SECTION. SECTION 3. This chapter does not prevent an elected official
50 from holding another public office while filing and running as a candidate for King
51 County director of elections.

52 NEW SECTION. SECTION 4. This chapter does not prevent the director of
53 elections from filing and running for another public office while still serving as the
54 director of elections.

55 NEW SECTION. SECTION 5. For the initial election of a director of elections,
56 the manager of the elections division shall establish a candidate filing form for the office
57 of director of elections whereby candidates filing for office swear or affirm that they
58 comply with all the qualifications for the office as established by state law, the King
59 County Charter and the King County Code. The filing form shall contain the specific
60 requirements of this chapter. Following the initial election, the elected director of
61 elections shall establish the filing form in conformance with applicable King County
62 Charter and King County Code provisions.

63 NEW SECTION. SECTION 6. The director of elections shall continue to fulfill
64 the qualifications established in this chapter for the term of office. The failure to
65 continue to fulfill any qualification of this chapter causes a vacancy in the office, which

66 shall be filled in accordance with Section 680.10 of the King County Charter.

67 SECTION 7. This ordinance takes effect if the canvassing board certifies voter
68 approval in November 2008 of proposed Charter Amendment 4, amending Section 630 of
69

69 the King County Charter, pertaining to the establishment by the council of additional
70 qualifications for separately elected officials who head executive departments.
71

Ordinance 16302 was introduced on 11/10/2008 and passed as amended by the
Metropolitan King County Council on 11/17/2008, by the following vote:

Yes: 9 - Mr. Phillips, Mr. von Reichbauer, Mr. Gossett, Ms. Hague,
Ms. Patterson, Ms. Lambert, Mr. Constantine, Mr. Ferguson and Mr.
Dunn
No: 0
Excused: 0

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Robert W. Ferguson, Chair

ATTEST:

Anne Noris, Clerk of the Council

APPROVED this ____ day of _____, _____.

Dow Constantine, County Executive

Attachments: None

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WAC 434-260-300**Maintaining certification as an election administrator.**

After attaining initial certification the election administrator is responsible for maintaining his or her certification. Maintenance of certification shall consist of:

(1) Continuous service as an election administrator during the year for which maintenance is required;

(2) Participation in an annual minimum of eighteen hours of continuing education, at least six hours of which shall be on election-specific training. This training may be received at any election oriented workshop or conference sponsored by any of the organizations listed in WAC 434-260-220. In addition to receiving credit for participation in election workshops or conferences, election administrators may also receive a maximum of two hours for visiting other county election departments for training purposes and for any other training approved by the elections administration and certification board. A maximum of six hours, of the eighteen required, may be derived from a surplus of hours earned in the previous year.

[Statutory Authority: RCW 29A.04.630. 05-06-036, § 434-260-300, filed 2/25/05, effective 3/28/05. Statutory Authority: RCW 29.60.020. 01-11-111, § 434-260-300, filed 5/21/01, effective 6/21/01; 99-12-004, § 434-260-300, filed 5/19/99, effective 6/19/99. 98-08-010, recodified as § 434-260-300, filed 3/18/98, effective 3/18/98. Statutory Authority: RCW 29.60.020. 94-07-018, § 434-60-300, filed 3/8/94, effective 4/8/94.]