



# Maricopa County

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## Internal Audit Department

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**To:** Maricopa County Board of Supervisors

**From:** Mike McGee, County Auditor

**Subject:** FY21 Interim Update for Elections Department – Elections  
Readiness

**Date:** October 30, 2020

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The Maricopa County Internal Audit Department (Internal Audit) is assessing the Elections Department's (Elections) preparations for the November 3, 2020, general election. The purpose of this interim update is to summarize the work conducted since the August primary election and to share key observations. Our work will continue past the general election to consider whether improvements are needed for future elections.

This interim update is based primarily on employee interviews, observations, data analysis, and document review. Our work involved assessing the following for the November general election:

- Turnout Projections
- Facility Procurement
- Staffing, Recruitment, and Training
- Contingency Planning
- New Election Equipment
- COVID-19 Precautions
- Voting Location Setup and Logistics

Internal Audit also observed election day activities for the August primary election and conducted post-election interviews to gain insights into the successes and challenges. We assessed changes made by Elections management in preparation for the November general election.

### **Observations**

Internal Audit focused much of its efforts in the areas of recruitment, training, and voting location setup. This work included reviewing online training materials, observing in-person training classes, observing voting location setup activities, and reviewing recruiting efforts and updates. Internal Audit discussed observations and concerns with Elections management and shared recommendations as applicable. At the time of this memo, Elections management implemented actions that have adequately addressed our key concerns.

Internal Audit reviewed the election plan for the November general election and concluded that it adequately addresses all critical areas. Successful execution of the plan is largely dependent on the ability of Elections management, staff, and poll workers to follow planned procedures and adapt to unforeseen conditions and/or circumstances.

### **Additional Information**

Our work was performed as a consulting engagement as defined by the International Standards for the Professional Practice of Internal Auditing, set forth by the Institute of Internal Auditors (IIA). We are not independent with respect to our work with the Elections Department, pursuant to section 1130 of the IIA standards. Impairment of independence is primarily related to Internal Audit's affiliation with the current Director of Election Day and Emergency Voting.

This is not an audit and may not detect all deficiencies, errors, and irregularities that may exist. This memo is intended primarily for the County Board of Supervisors, County leadership, and other County stakeholders. However, this memo is a public record and its distribution is not limited. If you have any questions about this memo, please contact me at 602-506-1585.