



# 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:** FY20 Elections Department – Elections Readiness

**Date:** July 30, 2020

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Throughout fiscal year 2020, the Maricopa County Internal Audit Department (Internal Audit) assessed the Elections Department's (Elections) preparations leading up to the March 17, 2020, Presidential Preference Election (PPE). Internal Audit also reviewed post-PPE activities to assess preparations for the August 4, 2020, primary election.

The purpose of this memo is to summarize the work conducted before and after the PPE, and to share our assessment of election plan changes relevant to the upcoming August primary election. Subsequent to this memo, Internal Audit will continue to review future election readiness activities, pursuant to our fiscal year 2021 audit plan.

The information in this memo is based primarily on employee interviews, observations, data analysis, and document review. Our work leading up to, and including, the PPE involved assessing the following:

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

Our post-PPE work included interviewing key staff and reviewing documentation to gain insights into PPE successes and challenges. We also assessed changes made by Elections management in preparation for the August primary election.

### **Observations**

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 August primary 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 competently 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.