

QVF 2020 THROUGH TODAY

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AGENDA

- Features added to QVF & EPB
- Windows 11
- Barcodes
- Data Requests
- Redistricting
- Voter List Maintenance
- Change of Address
- General Updates

FEATURES ADDED TO QVF & EPB

- EPB Admin & EPB User are required for EPB. Every jurisdiction requires clerks to assign a regular user and an admin user along with setting a password.
- Duplicate account check. You cannot create a duplicate username in QVF or EPB. All usernames should be unique.
- Notification if EPB is connected to the internet. EPB should not be connected at polling locations, notification to ensure compliance.
- Old provisional ballot & affidavit survey is now housed within QVF
 - It is important to upload because info from EPB throughout the day is used & added to the report.
 - Counter now to record the number of affidavits assigned
- Temporary user requests requires an end date and appropriate training for account user

WINDOWS 11



- EPB Supports Windows 11
- Win 10 is good through Spring 2024
- Considering upgrading now for ease of transition and ability to use HAVA security funds

BARCODES

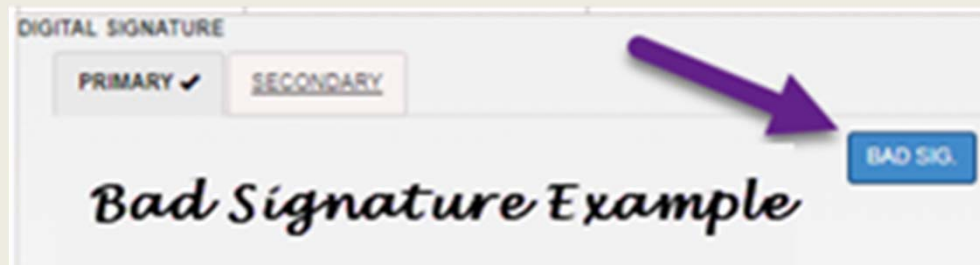
- Barcodes have been changed to a new format for 2022. (Mass AV, AV Scan, AV Details, Reports, Notices, ID Cards and Master Cards have all been updated to use this new format).
- The 2022 format continues to have an election-identifier section of the barcode
- Is either 11 or 14 digits.
- Will always begin with “26” as the first two digits.
- Composed of only numerals (the character “/” is no longer used).
- Barcodes generated from Mass AV, AV Scan or AV Details will have a 14-digit numeric code that begins with a three-digit Election Date ID, followed by the voter address ID.

BARCODES

- Barcodes on voter information cards, master cards, AV applications, and AV ballot labels can be used to search interchangeably, in either the Voter Search or the AV Scan screens.
- Old format barcodes (those printed prior to December 2021) can still be scanned and used to search for records in QVF in most cases. If they cannot, please contact ElectionData@michigan.gov
- Make sure vendor understands barcode changes when doing mass printing requests.
- Information for Exporting Mass AV List for Vendors can be found in March 8,2022 Regular Edition News Update #2022-7

BAD SIGNATURE REQUESTS

- When you come across a signature that does not appear to belong to the voter or appears to be severely outdated or not clearly scanned, you can now click the “BAD SIG.”
- Located next to the primary signature on a voter’s QVF screen, the bad signature button will open a text box that will allow you to enter in a message explaining why the signature appears to be incorrect.
- Once you have provided an explanation and submit the request, QVF staff will review and resolve these requests as they are received.
- Do not submit through email, submit directly through QVF. More information can be found in QVF Manual Chapter 2 page 8.



BAD SIGNATURE REQUESTS

- While the request is in the queue to be reviewed, you will see the pending request in your inbox under the REQUESTS tab.
- Once the request has been approved or denied, that request in your inbox will be updated. If the request is approved, you should see a new signature available the next morning at 8 am (in most cases).
- There are some cases where we may have to send a voter a letter to return to a Secretary of State branch office to receive a correction on their license. In that case, we will approve the request, but provide you an explanation in your inbox request, so it may be important to check for additional comments.
- If the request is denied, there will always be comments provided as to why the request was not approved.

MERGE REQUESTS

Merge Requests can be requested while doing a voter search or voter registration when an existing record is matched. Do not submit through email, submit directly through QVF.

Submit requests as soon as possible. Submitting close to an election will delay processing.

MERGE REQUESTS: DURING VOTER REGISTRATION

During Voter Registration

Enter voter info > Click quick match > potential duplicate voters found > Click request merge

POTENTIAL DUPLICATE VOTERS ✕

		ST	LICENSE NUMBER	DOB	NAME	ADDRESS	REG DATE
<input type="checkbox"/>	<input checked="" type="checkbox"/>	A	R200298019830	02/27/1929	MCQVF, KAYLA	4947 FORESTRY RD, MASS CITY, MI 49948	08/19/2014


More information in Chapter 13 Merge Requests in eLearning

REDISTRICTING

All districts subject to redistricting in 2021 have been updated in QVF.



Continue to review your jurisdiction's Street Index Report and Permanent Geography module to identify areas of concern and email questions to ElectionData@Michigan.gov.



Redistricting-related questions should not be submitted through the standard "Street Change Requests" tool.

STREET INDEX REQUESTS

- A lot of requests that have been submitted may have been addressed during redistricting. If not, email ElectionData@michigan.gov the name of the street and the date it was submitted. The “Street Change Requests” tool is for new street segments, expanded house number ranges or school district assignment corrections.
- Review the Street Index Listing Report and submit the new request through QVF.
- Lookup>Street Index – In the Street Index Search screen, enter the first few letters of Street – Click Search> Highlight desired street in blue, click Request Change
- More specifics in eLearning: **QVF Street Index Overview Presentation**

ZIPCODE

REQUEST NEW SEARCH CLEAR

TOGGLE FILTER HEADER RESET FILTERS

Page 1 of 1 25 DISPLAYING 1 TO 6 OF 6 ITEMS.

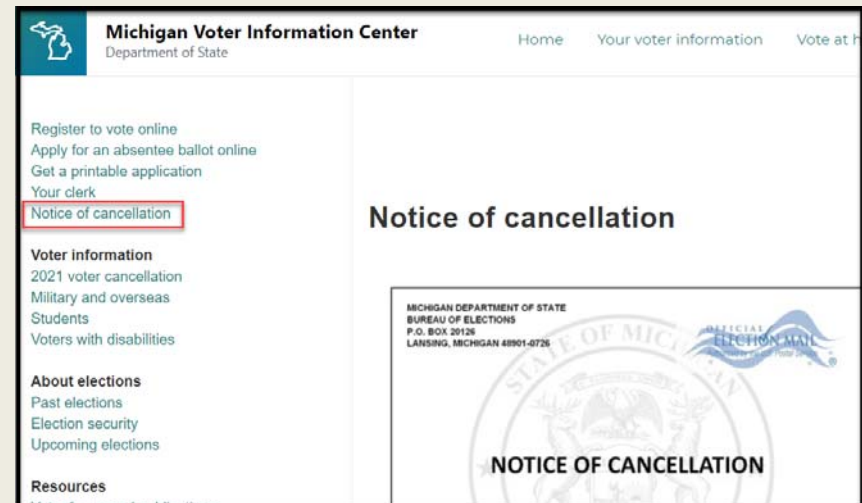
SEL	STREET NAME ^1	JURISDICTION	NUMBERS ^2	EXTENSION	ZIPCODE	COUNTY	
<input checked="" type="checkbox"/>	AFTON RD SE	BEAR LAKE TOWNSHIP	2715 - 2720 B		49738	KALKASKA	REQUEST CHANGE
<input type="checkbox"/>	AFTON RD SE	BEAR LAKE TOWNSHIP	12750 - 13099 B		49633	KALKASKA	REQUEST CHANGE
<input type="checkbox"/>	ANITA RD NE	BEAR LAKE TOWNSHIP	1750 - 2000 B		49646	KALKASKA	REQUEST CHANGE

VOTER LIST MAINTENANCE

- Increase voter list maintenance efforts to improve the accuracy of QVF. Since December 2021, the Bureau of Elections has sent over 129K Notice of Cancelations for voter record verification
 - **2020 Returned Absent Voter Ballot Applications** have been processed by either Bureau of Elections or local election clerk
 - **CARS - Continued notifications from the Driver Files for voters that:**
 - Have surrendered their Driver License or State ID card
 - Social Security Administration lists as deceased
 - More accuracy within state short and long term moves with CARS automatic updates

VOTER LIST MAINTENANCE

- **ERIC Cross State List**
 - Provides information from 31 others states and DC on voter registration activity or driver license acquisitions that match voter record information in Michigan.
- All data sources listed above trigger a Notice of Cancellation. Voter can respond to this Notice through MVIC once identity is authenticated. If authentication is unsuccessful, mail response is still accepted.



CHANGE OF ADDRESS

- In March of 2021, the Driver File system upgraded to the new CARS platform.
- This increases the accuracy between the driver file and qualified voter file.
- Any change to residential or mailing address will trigger a verification between the two systems to confirm the information is in sync.
 - Any change to this will trigger including adding an Apt or Lot number
- This may trigger an increase in voter questions related to Change of Address stickers from the Secretary of State office

REMINDERS

- ✓ Review the Voter List Maintenance Modules within eLearning. Voters should not be moved from Verify to Cancel status unless the voter provides a cancel response on the Notice of Cancellation or written request for cancellation. Returned mail should update a voter from Verify to Challenge status
- ✓ Upload Voter History after elections are complete. Missing Voting History can impact a voter's record moving them to the Inactive Voter File or inaccurate reporting.
- ✓ Utilize ElectionData@michigan.gov and QVFHelpdesk@michigan.gov instead of individual Bureau staff email for initial issue reporting to expediate response.



CONTACT

Election law questions: 517-335-3237 | Elections@Michigan.gov

eLearning Access Electionselearning@michigan.gov

QVF Troubleshooting: 800-310-5697/ 517-241-1911 |
QVFHelpdesk@Michigan.gov

Specific voter data corrections that can't be submitted through
QVF like CCD errors ElectionData@Michigan.gov