August 28, 2015

The Honorable Larry Phillips

Chair, King County Council

Room 1200

C O U R T H O U S E

Dear Councilmember Phillips:

As required by Ordinance 17941, Section 34, Proviso 1, I am transmitting to the King County Council a plan and motion approving the plan, regarding the Department of Elections five-year strategic technology plan. The plan is due to Council by September 1, 2015.

The plan and motion are submitted per Ordinance 17941, which included the following proviso:

*SECTION 34. P1.*

*Of this appropriation, $500,000 shall not be expended or encumbered until the director of elections transmits a five-year strategic technology plan for the department of elections and a motion that approves the plan and the motion is passed by the council. The motion shall reference the subject matter, the proviso's ordinance, ordinance section and proviso number in both the title and body of the motion.*

*The plan shall include, but not be limited to, a description of anticipated major system replacements, as well as new technology projects for 2015 through 2019, with the following elements specified for each proposed project:*

*A. Business purpose and functions of system or project;*

*B. Anticipated cost, including staff and other resource commitments needed;*

*C. Anticipated business benefits;*

*D. Overall schedule and implementation target date; and*

*E. Ongoing operating costs, compared with current, and staffing requirements.*

*The director of elections must file the plan and motion required by this proviso by September 1, 2015, in the form of a paper original and an electronic copy with the clerk of the council, who shall retain the original and provide an electronic copy to all councilmembers, the council chief of staff, the policy staff director and the lead staff for the committee of the whole or its successor and the citizens' elections oversight committee.*

King County Elections must plan and prioritize its investments in technology that support strategic business projects and ensure the greatest project value is achieved for every dollar spent. The intent of this document is to articulate a framework for specific technology investments by aligning each proposed project to one or more of the following departmental goals as noted in the King County Elections 2014-2018 Strategic Plan:

\* Financial Stewardship – Exercise sound financial management to address our future operational needs.  The technology strategic plan aims to achieve the highest value for committed resources and determine a funding strategy for future development.

\* Service Excellence – Deliver effective services that are responsive to community needs.  The technology strategic plan provides the foundation for innovative solutions and process improvements.

\* Public Engagement – Provide comprehensive public engagement to inform, educate and involve people and communities.  The technology strategic plan sets a foundation for accessibility and outreach.

The attached plan details the Department of Elections commitment to a measured approach to developing and implementing election innovations that will utilize technology strategically to meet our business goals and support our mission. We believe the single greatest driver of continuous improvement will be the strategic use of technology to support our goals.

Thank you for your consideration of the attached plan and motion. If you have any questions, please feel free to contact our office at 206-477-4140.



Sincerely,

Sherril Huff

Director of Elections

Enclosure

cc: King County Councilmembers

ATTN:  Carolyn Busch, Interim Chief of Staff

Anne Noris, Clerk of the Council