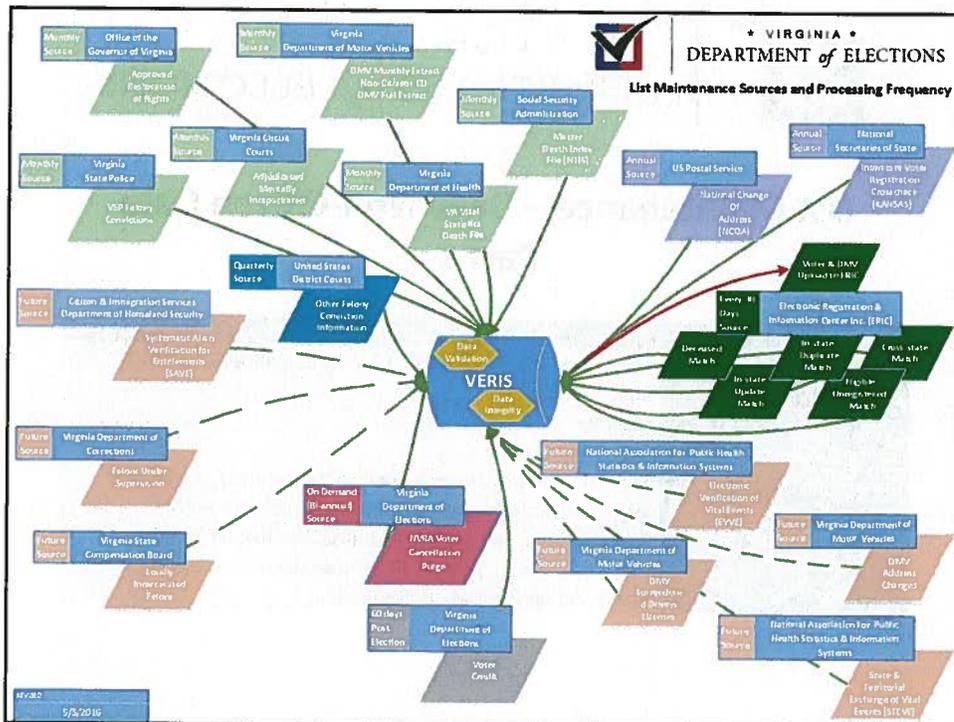




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List Maintenance

Edgardo Cortés & Matthew Davis





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List Maintenance – DMV Full Data Extract

Source	DMV
List(s) Title	DMV Full Data Extract
Category	Import/Export
Frequency	Monthly
Related Code of Virginia	§ 24.2-404.4
Description	The Virginia Department of Motor Vehicles (DMV) provides an extract of data from the DMV database that includes all DMV customer records with the exception of any DMV customers under the age of 17. This data, along with the registered voter data is provided monthly to the ERIC program. In addition, this data is used to provide the DMV customer identifier for use with the electronic pollbooks in the Commonwealth.



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List Maintenance – DMV Non-Citizen Data Part 1

Source	DMV
List(s) Title	Initial DMV Monthly Extraction File for Identified Non-Citizens
Category	Import/Export
Frequency	Monthly
Related Code of Virginia	§ 24.2-410.1
Description	The DMV provides an extract of data that includes the previous month's records for anyone completing a National Voter Registration Act (NVRA) related transaction that indicates to DMV that s/he is not a US citizen. ELECT uses this data to create a file that is sent back to DMV for verification.



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List Maintenance – DMV Non-Citizen Data Part 2

Source	DMV
List(s) Title	Final DMV Non-Citizen CD
Category	Prohibited Voter
Frequency	Monthly
Related Code of Virginia	§ 24.2-410.1
Description	DMV processes the ELECT provided file and returns a file that includes a list of identified and verified non-citizens. Matched voters are notified of their identification as a non-citizen and a cancellation process is initiated.



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List Maintenance – ERIC Death Data

Source	Electronic Registration and Information Center, Inc (ERIC)
List(s) Title	ERIC: Death
Category	Prohibited Voter
Frequency	Monthly
Related Code of Virginia	§ 24.2-404 (A)(9)
Description	ERIC checks Virginia's voter registration data against the Social Security Administration's Master Death File. Localities are notified of potential deceased voters through the normal death hopper interface.



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List Maintenance – ERIC In-State Duplicates

Source	Electronic Registration and Information Center, Inc (ERIC)
List(s) Title	ERIC: In-State Duplicates
Category	Voter Update
Frequency	Monthly
Related Code of Virginia	§ 24.2-404 (A)(10)
Description	This report shows potentially duplicate voter records in Virginia. Identified duplicate records are reported to localities through hoppers and reports in VERIS.



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List Maintenance – SSA Death Data

Source	Social Security Administration (SSA)
List(s) Title	Master Death Index (NTIS)
Category	Prohibited Voter
Frequency	Monthly
Related Code of Virginia	§ 24.2-404.3
Description	The Social Security Death Index (SSDI) from the Social Security Administration (SSA) through the National Technical Information Service (NTIS) of the U.S. Department of Commerce (DOC) provides death information for persons who have Social Security numbers. ELECT conducts a statewide search of voter records for registrants that possibly match someone on the deceased list and creates records in the locality's death hopper.



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List Maintenance – VDH Death Data

Source	Virginia Department of Health(VDH): Office of Vital Records
List(s) Title	Office of Vital Records Death File
Category	Prohibited Voter
Frequency	Monthly
Related Code of Virginia	§ 24.2-408
Description	The Virginia Department of Health (VDH) transmits a list of citizens reported to have died including corrections to previously provided deceased information for the preceding month. VDH excludes individuals 17 years old or younger. ELECT uses the data to maintain the list of prohibited individuals in the Virginia Election and Registration Information System (VERIS). VERIS notifies each locality of potential matches through the death hopper.



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List Maintenance – US District Courts

Source	US District Courts
List(s) Title	Other Felony Conviction Information
Category	Prohibited Voter
Frequency	Quarterly
Related Code of Virginia	§ 24.2-409.1
Description	The US District Courts send notification to ELECT of any federal felony convictions of Virginia residents. ELECT uses this information to maintain the database of prohibited individuals in the Virginia Election and Registration Information System (VERIS). VERIS notifies the General Registrar's (GR's) of federal felony convictions for currently registered voters through the felon hopper.



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List Maintenance – VSP Felon Data

Source	VA State Police
List(s) Title	Felon File – Monthly
Category	Prohibited Voter
Frequency	Monthly
Related Code of Virginia	§ 24.2-409
Description	The Virginia State Police Central Criminal Records Exchange (CCRE) transmits felony conviction information to ELECT that identifies Virginia's felony convictions. ELECT uses this information to maintain the database of prohibited individuals in the Virginia Election and Registration Information System (VERIS). VERIS notifies the General Registrar's (GR's) of felony convictions for currently registered voters through the felon hopper.
Additional Comment	VSP now transmits the full felon file every month. VSP used to submit updates on a monthly basis and the full file once per year.



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List Maintenance – VADOC Data

Source	VA Department of Corrections
List(s) Title	VADOC State Responsible Felons
Category	Prohibited Voter
Frequency	Future - Monthly
Related Code of Virginia	§ 24.2-404
Description	The Virginia Department of Corrections (VADOC) transmits a list of state responsible felons under supervision or incarcerated each month. ELECT uses this information to maintain the database of prohibited individuals in the Virginia Election and Registration Information System (VERIS). VERIS notifies the General Registrar's (GR's) of felons through the felon hopper.



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List Maintenance – SCB Data

Source	VA State Compensation Board
List(s) Title	SCB Locally Incarcerated Felons
Category	Prohibited Voter
Frequency	Future - Monthly
Related Code of Virginia	§ 24.2-404
Description	The Virginia State Compensation Board (SCB) transmits a list of incarcerated felons in local and regional jails each month. ELECT uses this information to maintain the database of prohibited individuals in the Virginia Election and Registration Information System (VERIS). VERIS notifies the General Registrar's (GR's) of felons through the felon hopper.



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List Maintenance – VA Circuit Courts Mentally Incapacitated Data

Source	Virginia Circuit Courts
List(s) Title	Mentally Incapacitated
Category	Prohibited Voter
Frequency	Monthly
Related Code of Virginia	§ 24.2-410
Description	The clerk of each circuit court furnishes a list of all individuals that the court adjudicated as mentally incapacitated in the previous month. ELECT uses this information to maintain the list of prohibited individuals in the Virginia Election and Registration Information System (VERIS). VERIS notifies each locality of potential matches through the mentally incapacitated hopper.



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List Maintenance – Restoration of Rights

Source	Office of the Governor
List(s) Title	Approved Restoration Rights Petitions
Category	Prohibited Voter
Frequency	Monthly
Related Code of Virginia	§ 53.1-231.2
Description	The Virginia Secretary of the Commonwealth (SOC) notifies the ELECT when the Governor restores the right to vote of a felon. ELECT sets the end date on the prohibited voter record for the specific felony conviction to the date the SOC granted the voting rights restored.
Additional Comment	Automated process began in production in February 2014.



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List Maintenance – ERIC Cross-State Matches

Source	Electronic Registration and Information Center, Inc (ERIC)
List(s) Title	ERIC: Cross-State Matches
Category	Voter Update
Frequency	Annually
Related Code of Virginia	§ 24.2-404.4
Description	This report shows matches of Virginia voters to voters or DMV records in other states. If the other state record is newer than the last activity date of the voter's Virginia record, then the voter's record is marked for confirmation. ELECT also mails an out-of-state notice to each voter's out-of-state address.



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List Maintenance – ERIC In-State Updates

Source	Electronic Registration and Information Center, Inc (ERIC)
List(s) Title	ERIC: In-State Updates
Category	Voter Update
Frequency	Annually
Related Code of Virginia	§ 24.2-404 (A)(10)
Description	This report shows matches of Virginia voters to Virginia DMV records that contain an updated address. If the DMV address is newer than the voter registration address, ELECT flags the voter record for confirmation.



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List Maintenance - Crosscheck

Source	National Association of Secretaries of State (Crosscheck)
List(s) Title	Interstate Voter Registration Crosscheck Program
Category	Voter Update
Frequency	Annually
Related Code of Virginia	§ 24.2-404.4
Description	The Interstate Voter Registration Crosscheck offered by the Office of the Kansas Secretary of State provides member states with a free data exchange and matching service. Participating states share their voter registration and voter history data for comparison to each other's data. The comparison results in match data reports sent back to the states' for their respective actions. ELECT refines the match and flags voters as needing confirmation to vote in Virginia elections. ELECT also mails an out-of-state notice to each voter's out-of-state address.
Additional Comment	2016 member states: Alabama, Arizona, Arkansas, Colorado, Georgia, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Massachusetts, Michigan, Mississippi, Missouri, Nebraska, Nevada, New York, North Carolina, Ohio, Oklahoma, South Dakota, Tennessee and Virginia.



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List Maintenance – USPS NCOA Data

Source	United States Postal Service (USPS)
List(s) Title	National Change of Address (NCOA)
Category	Voter Update
Frequency	Annually
Related Code of Virginia	§ 24.2-428
Description	ELECT compares the registered voter list to the United States Postal Service (USPS) National Change of Address (NCOA) database annually, but not 90 days before a federal primary or general election. ELECT then sends a confirmation mailer to any voter identified as having moved or any voter previously flagged for confirmation requesting that they update their address. Voters not responding to the mailing are marked as inactive.



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List Maintenance – NVRA Cancellations

Source	National Voter Registration Act
List(s) Title	NVRA Voter Cancellation Process
Category	Voter Update
Frequency	Every Two Years
Description	ELECT runs a voter cancellation process after voter credit has been applied from the previous Federal November General Election. Voters who have been inactive for the past two federal elections are cancelled.