DEAN C. LOGAN
Registrar-Recorder/County Clerk

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TO: Supervisor Hilda L. Solis, Chair
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FROM: Dean C. Logan, Registrar-Recorder/County Clerk

BUSINESS PROTOCOLS AND STATISTICS FOR DEATH NOTIFICATION
(Board Agenda Item 27-E, May 24, 2016)

On May 24, 2016, your Board instructed the Registrar-Recorder/County Clerk (RR/CC) to provide a summary of business protocols and statistics as it pertains to the Department's death notification process used to cancel deceased voters. The following is a brief report of those protocols and the associated summary of cancellations enacted by the RR/CC since May 2015.

Business Protocols for Death Notifications

The RR/CC receives notifications of deceased persons from the Secretary of State's VoteCal system (statewide voter registration system), other governmental agencies, political groups and family of deceased voters. To avoid potentially disenfranchising any voter, all information received must be verified before cancelling the voter. One effective and efficient way of processing deceased voters is through the use of high confidence matching using cross-data matching algorithms employed by the Department.

To do this, our Data Analytics unit runs a computer file match of voter records and death certificate records to cancel "deceased" voters from the voter file automatically. Records identified by four unique match queries (as listed below) are sent directly to the Information Technology (IT) Bureau for cancellation. Records identified from other sources or records requiring further review are forwarded to the Voter File Maintenance (VFM) unit to investigate and resolve.

The Department currently runs four different queries comparing the Voter File (active and inactive voters) against an index of deceased persons (18+ years of age). This index is received on a monthly basis from the Los Angeles County Department of Public Health. The data is exported from the California statewide Electronic Death Registration System (EDRS) and matched against the voter file.

The following is a list of the queries that are run:

Report #	Internal Query Criteria	Frequency
1	Exact match on First Name, Last Name, SSN*, and partial match on DOB	Monthly
2	Exact match on First Name, Last Name, DOB, and House Number	Monthly
3	Exact match on First Name, SSN*, and DOB	Monthly
4	Exact match on First Name, Last Name, SSN*, and House Number	Monthly

* roughly 45% of records in the active voter file contain SSN information

Summary Statistics of Query Performance

All of these queries have been rigorously tested and re-tested via random sampling, and all have a true positive rate at or close to 100%. When the Department automated the cancellation of deceased voters identified by these queries, starting in May 2015, it initially cancelled more than 16,000 records from the active voter file. Since May 2015 (with the exception of December 2015), the Department has run these queries every month, resulting in anywhere from 800-2000 records cancelled each month due to deceased identification from the queries.

In December 2015, the Department used the same queries on both active and inactive records, at which point the queries identified an additional 17,000 records (both active an inactive). Since December 2015, the Department has included inactive records as part of the deceased voter matching.

Currently, the Data Analytics unit has developed additional modifications to all four existing match queries, with changes to the first name portion of the match. The performance of these changes is currently being tested by the VFM unit to ensure high performance at or near a 100% true positive rate.

The modification is expected to identify deceased voter matches that were not being picked up with the existing match criteria. The proposed algorithms attempt to match on a truncated first name (first 2 characters of a first name), allowing for matches not previously identified.

c: Sachi A. Hamai, Chief Executive Officer
John Naimo, Auditor-Controller