



U.S. ELECTION ASSISTANCE COMMISSION
1335 EAST-WEST HIGHWAY, SUITE 4300
SILVER SPRING, MD 20910
OFFICE OF THE EXECUTIVE DIRECTOR

Memorandum

Date: November 15, 2017

To: Patricia Layfield, Inspector General

From: Brian D. Newby, Executive Director

A handwritten signature in blue ink, appearing to read "BDN".

Re: Response to Inspector General's Statement Summarizing the Major Management and Performance Challenges Facing the U.S. Election Assistance Commission.

Thank you for sending us the Inspector General's Statement Summarizing the Major Management and Performance Challenges Facing the U.S. Election Assistance Commission, dated October 17, 2017. We have prepared brief responses to each item:

Challenge 1: Performance Management and Accountability

The EAC has made significant progress towards drafting and publishing a new strategic plan, meeting all OMB related deadlines, and is on track to publish this plan in-line with all other federal agencies. The EAC is concurrently developing short-term, operational plans and continues to develop and use agency performance plans as it has in the past. The agency also is reviewing its policies and procedures and will work to ensure that they align with the strategic plan, after it is completed.

Challenge 2: Records Management

As the IG states in her memorandum, the EAC is making progress towards remediating this management challenge and meeting the federal requirements relating to records management. The agency is dedicated to completing this work and plans to meet all federally mandated requirements for records retention moving forward.

Challenge 3: Election Systems as Critical Infrastructure

When the Department of Homeland Security (DHS) examined designating and then designated elections infrastructure as Critical Infrastructure, it reached out to the EAC as the federal subject matter expert in election administration. Throughout the process of establishing the elections subsector, its guiding councils, and critical, foundational documents, DHS continues to leverage the EAC and its expertise.

Through the Help America Vote Act (HAVA), Congress charged the EAC with administering and maintaining the nation's clearinghouse for election administration information so that election officials have a central resource for understanding American election administration and the issues, drivers, and restrainers involved in administering elections. DHS's Critical Infrastructure designation added an additional subject area to the EAC's clearinghouse duty, necessitating the EAC to dedicate previously allocated operational and financial resources to this new topic. The EAC continues to dedicate these resources so that its clearinghouse offers timely information to election officials on Critical Infrastructure.

Congressional appropriations to the EAC have decreased over the years. The EAC continues to work towards its mission with the resources appropriated to the best of its ability, and is confident that key stakeholders see the EAC as a central election administration resource both within and outside of DHS's Critical Infrastructure designation.