



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date:	Aug. 14, 2023
Department:	Administrative Services
Agenda Section:	Regular
Public hearing:	No
Date of public hearing:	N/A

PRESENTER/INFORMATION CONTACT

Human Resources Manager Haley Bizzell
Administrative Services Director Jen Della Valle

ITEM TO BE CONSIDERED

Subject: Employee ID cards for use in future elections

Attachments:

1. Approval of employee identification cards for voting identification
2. Current employee ID template

Summary:

North Carolina State Board of Elections now requires voters to show a photo ID when voting in North Carolina. The acceptable forms of photo ID are:

- North Carolina driver's license.
- State ID from the NC Department of Motor Vehicles (also called, non-operator ID).
- Driver's license or non-driver ID from another state if voter registered in NC within 90 days of the election.
- U.S. Passport.
- NC voter ID card issued by a county board of elections.
- College or university student ID approved by State Board of Elections.
- State or local government or charter school employee ID approved by State Board of Elections.
- Military or veterans ID card issued by U.S. government.
- Tribal enrollment card issued by a tribe recognized by the State or federal government.
- ID card issued by an agency of U.S. government or State of NC for a public assistance program.

NC residents who are at least 17 years old are eligible to receive a free, no-fee, photo ID from NC DMV that may be used for voting.

The majority of our employees have a valid NC driver's license as driving is a required duty for many of our positions. Employees who may not have a valid driver's license or other photo ID, would be able to go to the DMV to obtain a no fee ID that may be used for voting.

There are certain criteria that local government employee IDs must include to be approved by the State Board of Elections. The specific criteria are outlined in attachment 1. Currently Hillsborough employee IDs are missing an expiration date. Attachment 2 shows the current template for our employee IDs.

Adding an expiration date on the employee ID cards would require us to re-print 100+ employee IDs. We would also need to develop a tracking system if we do not use the same expiration date for all employees. However, if we

use the same expiration date for all employees, it would be more efficient for us to add it to our calendar and update all employee's IDs at the same time.

The ID printer we use is limited in storage capacity therefore it would take more staff time to have to clear pictures/data stored in the system after every 20 or so IDs have been printed. The ID printer and software is linked to only one person and computer, currently connected to the human resources analyst. If the HR analyst is out of the office for an extended period of time or leaves employment, it will take more time to get the printer and software set up on someone else's computer. We also lose the template once the software is removed from one person's computer. This means we have to re-create the template in the system each time the printer and software is moved from one person to the other, which is a tedious process.

Currently, Hillsborough's employee IDs are not tied to anything such as building access. Hillsborough employee IDs are used just as that, to identify that someone is a Town of Hillsborough employee.

Overall, the options are:

1. Keep employees informed of the voter ID requirement and how they may obtain a no fee ID from the DMV.
2. Develop a system to add expiration dates to our employee IDs to submit the IDs for approval each year so that employees may use their ID to vote.

Financial impacts:

Staff time and printer ink costs.

Staff recommendation and comments:

We would be able to implement either option listed above, however the second option will take additional staff time which may cause a delay in other work projects.

Action requested:

Provide guidance on next steps.