

Stricken language would be deleted from and underlined language would be added to present law.

State of Arkansas  
92nd General Assembly  
Regular Session, 2019

# A Bill

SENATE BILL 636

By: Senator M. Johnson

## For An Act To Be Entitled

AN ACT TO ESTABLISH THE POSITION OF COUNTY ELECTION  
COORDINATOR; AND FOR OTHER PURPOSES.

### Subtitle

TO ESTABLISH THE POSITION OF COUNTY  
ELECTION COORDINATOR.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:

SECTION 1. Arkansas Code Title 7, Chapter 4, is amended to add an additional subchapter to read as follows:

#### Subchapter 3 – County Election Coordinator

##### 7-4-301. County election coordinator.

(a)(1) Each county judge shall designate a qualified election official or county clerk as the election coordinator for the county.

(2) A county shall not designate more than one (1) county election coordinator.

##### (b) The county election coordinator shall:

(1) Be approved by a majority vote of the county board of election commissioners;

(2) Serve at the pleasure of and under the supervision of the county board of election commissioners;

(3) Be certified in election administration by the State Board of Election Commissioners; and

(4) Receive periodic training from the State Board of Election



Commissioners under § 7-4-305.

(c)(1) A county shall not be required to hire an additional employee to perform the duties of election coordinator.

(2) An employee of an elected county officer shall not be designated as the election coordinator without the express written permission of the elected official for whom he or she is employed.

(3)(A) If no other qualified person is available to perform the duties of the county election coordinator, the county may compensate a member of the county board of election commissioners for performing the county election coordinator's duties.

(B) Any compensation that a member of a county board of election commissioners may receive for performing the duties of county election coordinator shall be in addition to any compensation the person receives for performing his or her duties as a member of the county board of election commissioners unless the duties of the offices are performed simultaneously.

(C) The State Board of Election Commissioners shall reimburse expenses of the member of the county board of election commissioners who performs the duties of the county election coordinator in the same manner as the State Board of Election Commissioners reimburses other election expenses.

(d) A county may:

(1) Provide the county board of election commissioners with additional staff; and

(2) With prior approval from each county employee's supervisor, authorize an existing county employee to assist the election coordinator in the performance of his or her duties.

(e) No later than ten (10) days after the county election coordinator is designated, the county board of election commissioners shall provide a written document to the Secretary of State, the State Board of Election Commissioners, and the recognized county political parties that:

(1) Is signed by the chair of the county board of election commissioners; and

(2) Contains the following information concerning the county election coordinator:

(A) Name;

(B) Address;  
(C) Telephone number;  
(D) Fax number;  
(E) Email address; and  
(F) Emergency and after-business-hours contact  
information.

7-4-302. Duties of county election coordinator.

(a) The county election coordinator shall:

(1) Perform all election-related and administrative election duties assigned by the county board of election commissioners;

(2) Provide the county board of election commissioners with reports as required by law or requested by the county board of election commissioners; and

(3) Perform any other duties required by law.

(b)(1) In the absence of a full-time county election coordinator, a designated deputy county clerk may be designated to be responsible for election-related communications, filings, and submissions to the county board of election commissioners.

(2) When the county clerk or his or her designated deputy clerk is performing the duties under subdivision (b)(1) of this section, he or she shall immediately transmit any election-related communications, filings, and submissions he or she receives to the chair of the county board of election commissioners, who shall disseminate them to the other members of the county board of election commissioners.

7-4-303. County election coordinator certification – Training and failure to designate.

(a) A person shall not serve as a county election coordinator for the administration of the preferential primary election, general primary election, or general election without prior written certification that he or she has attended and satisfactorily completed the election officer training administered by the State Board of Election Commissioners.

(b)(1) Any county that fails to designate a certified county election coordinator under this subchapter by March 1, 2020, shall be subject to sanctions.

(2) The State Board of Election Commissioners may waive the certification requirement for good cause if the county board of election commissioners submits a request for waiver that:

(A) Explains the reason the county failed to designate a certified county election clerk;

(B) Describes the county's efforts to obtain a qualified, certified county election coordinator; and

(C) Sets forth a plan for obtaining a certified county election coordinator.

(3) The State Board of Election Commissioners shall adopt rules that provide the factors to consider and standard of review when determining good cause under this section.

(4) A county that does not designate a certified county election coordinator and does not obtain a waiver shall not:

(1) Receive state funds for the administration of elections;

(2) Be reimbursed by the state for the cost of a preferential primary election, general primary election, or other state-funded election for which the county did not designate a certified county election coordinator in violation of this subchapter; or

(3) Be reimbursed by the state for the cost of the preferential primary election immediately following a general election for which the county did not designate a certified county election coordinator in violation of this subchapter.

(c) Each county election coordinator shall attend the election officer training by the State Board of Election Commissioners upon request of the State Board of Election Commissioners.

7-4-304. Qualifications of county election coordinators.

A county election coordinator shall:

(1) Be able to read and write in the English language;

(2) Not be a paid employee of any political party;

(3) Not be a paid employee of a candidate for office;

(4) Except for the county clerk, not hold elective office; and

(5) Be certified in election administration by the State Board of Election Commissioners under § 7-4-305.

7-4-305. Certification program.

(a)(1) The State Board of Election Commissioners shall establish a certification program designed to train election officials and county election coordinators in election administration.

(2) Certificates in election administration under this section shall be issued by the State Board of Election Commissioners to participants who complete a course of training and pass a test created and administered by the State Board of Election Commissioners.

(3) The program under this section shall include instruction on all aspects of election administration, approved voting systems, and any other election-related matter prescribed by the State Board of Election Commissioners.

(b) Certification and training under this section shall be renewed every two (2) years.