

UseCaseID	UC-VR005
Module	VoteCalVoterRegistration
SubModule	
Summary	Manage confidential voter records
Description	Confidential voters are voters facing life-threatening situations may qualify for confidential voter status.
Trigger Events	
Precondition	<ul style="list-style-type: none"> <li>• User has appropriate security privileges to access confidential voter.</li> <li>• User has performed use case “Search for pending VoteCal voter records” within the new voter queue</li> <li>• User has appropriate security role permissions</li> </ul>
ExpectedResult	<ol style="list-style-type: none"> <li>1. Only users with access to confidential voters can view or edit confidential voter records. <ol style="list-style-type: none"> <li>1.1. Confidential voters are filtered from non-authorized users</li> <li>1.2. Authorized users can view or modify voter information of confidential voters, and save the record with changes</li> <li>1.3. Confidential voters are omitted from public reports, extracts and rosters</li> </ol> </li> </ol>
DetailedProcessFlow	<ol style="list-style-type: none"> <li>1. The System displays the confidential voter record <ol style="list-style-type: none"> <li>1.1. The system shall allow authorized users to view and update any non-fixed information on voters record confidential voter information as if a regular voter record, according to the user’s security role.</li> <li>1.2. System shall automatically assign a voter to a precinct when given an eligible residence address. <ol style="list-style-type: none"> <li>1.2.1.The system shall provide the user with a selectable list of appropriate street name, street directional, house number ranges, street type, city or zip when the residence address is minimally incomplete, a near match or ambiguous.</li> <li>1.2.2.System shall allow non-standard residential addresses.</li> <li>1.2.3.System shall allow manual precincting of voter address</li> </ol> </li> <li>1.3. User can add comments to pending record.</li> <li>1.4. System should validate the voter record against election law and auto-correct. <ol style="list-style-type: none"> <li>1.4.1.System shall apply a fatal pend code/flag to a record and place in a fatal pend status a record that has functional or legal issues such as: <ol style="list-style-type: none"> <li>1.4.1.1. Voter under 18 years prior to next election</li> <li>1.4.1.2. Affidavit registration lacks signature</li> <li>1.4.1.3. Voter is not a United States citizen</li> <li>1.4.1.4. Voter residence address is not in Los Angeles County</li> <li>1.4.1.5. Voter residence address is at a business, post office or mail drop address</li> <li>1.4.1.6. Voter is incarcerated for a felony conviction</li> </ol> </li> </ol> </li> </ol> </li> <li>2. User processes Reregistration record. <ol style="list-style-type: none"> <li>2.1. User applies reregistration changes to existing voter record <ol style="list-style-type: none"> <li>2.1.1.System should validate voter record fields according to conformance to data type, content and conformance to election law. <ol style="list-style-type: none"> <li>2.1.1.1. System alerts user to any deficiencies in voter record and provides user with specific resolution instructions to correct any deficiencies</li> <li>2.1.1.2. System autocorrects issues that would result in a VoteCal record fault whenever possible.</li> </ol> </li> </ol> </li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>2.1.2.Changed addresses and names from prior existing voter record should be saved to prior address and prior name fields.</li> <li>2.1.3.System shall update local data tables and sends updates to VoteCal.</li> <li>2.1.4.New voter record is marked as processed and removed from unprocessed queue.</li> <li>2.1.5.System shall log all changes to voter record in a transaction table.</li> <li>2.1.6.System logs that user is eligible for a Voter Notification Card and other respective notices</li> <li>2.2. User can defer applying to the voter record and categorize to indicate: <ul style="list-style-type: none"> <li>2.2.1.Record may need more research.</li> <li>2.2.2.Record is missing required information such as signature, date of birth, address and that respective notices should be sent to voter.</li> <li>2.2.3.Record should be returned to State unapplied</li> </ul> </li> <li>2.3. Processing outcome is sent to VoteCal</li> <li>2.4. System shall log all changes to VoteCal new voter record in a transaction table.</li> </ul>
AlternateFlow	<ul style="list-style-type: none"> <li>1. The user has no access to view confidential voters <ul style="list-style-type: none"> <li>1.1. The system shall not display any part of a confidential voters record to users with insufficient access rights.</li> <li>1.2. The voter shall not appear on public reports and the roster.</li> </ul> </li> <li>2. The user has minimal access to confidential voters (User has access that is only sufficient for user to verify voter is in database) <ul style="list-style-type: none"> <li>2.1. The system shall not display residence address or birthdate for confidential voters to a user with minimal confidential voter access</li> <li>2.2. On internal reports, the residence address and birthdates shall be redacted.</li> </ul> </li> </ul>
Related Use cases	<ul style="list-style-type: none"> <li>1. Apply affidavit</li> <li>2. Process Responses to Notices/mailings</li> <li>3. Merge voter</li> <li>4. Confidential Voter</li> <li>5. Manage Duplicates</li> <li>6. Apply pending VoteCal updates</li> <li>7. User security roles</li> <li>8. NCOA</li> <li>9. Bulk Processing NCOA records</li> </ul>
Related Requirements	<ul style="list-style-type: none"> <li>1. The system shall allow user to print letters and labels, including but not limited to: voter mailing address labels, letters of registration deficiency and ballot label.</li> <li>2. System shall maintain a history of signatures tied to a voter's registration record.</li> <li>3. System shall maintain history of prior voter names and addresses</li> <li>4. System shall store unlimited signatures in signature history.</li> <li>5. System shall store unlimited comments in comments.</li> <li>6. Stem should provide precinct resolution to house fraction, building numbers, secondary unit designators and building floors as needed.</li> <li>7. System shall provide IT staff database level individual and bulk update, insert and delete capabilities with logging of transaction data for each record.</li> <li>8. System shall provide capability to use 3<sup>rd</sup> party application to validate voter information including names and addresses.</li> <li>9. System shall issue 8D2 or VNC card as appropriate</li> </ul>

	<p>10. System shall contact voter via email or SMS when a relevant change to voter information occurs.</p> <p>11. System shall provide the capability to remove cancelled voter records after the statutory retention period has expired.</p> <p>12. System shall provide ability to remove fatal pended records, or restore voter to prior status after statutory retention period has expired.</p> <p>13. System shall provide ability to cancel inactive voters according to ARC and other voter maintenance activity</p>
Parent	
Requirements	<p>UC-VR005-01 The system shall allow authorized users to view and update any non-fixed information to a confidential voters record's information according to the user's security role.</p> <p>UC-VR005-02 The System shall automatically assign a voter record to a precinct based on an eligible residence address.</p> <p>UC-VR005-03 The system shall provide the user with a selectable list of appropriate / expected data fields when the residence address is minimally incomplete, a near match or ambiguous that would include but not limited to:</p> <ul style="list-style-type: none"> <li>- street name</li> <li>- street directional</li> <li>- house number ranges</li> <li>- street type</li> <li>- city</li> <li>- zip</li> </ul> <p>UC-VR005-04 The System shall allow non-standard residential addresses.</p> <p>UC-VR005-05 The System shall allow manual precincting of voter address.</p> <p>UC-VR005-06 The System shall apply a fatal pend status and a fatal pend code/flag to a record that has functional or legal issues when specific conditions are met including but limited to:</p> <ul style="list-style-type: none"> <li>- Voter is under 18 years prior to next election</li> <li>- Affidavit registration lacks signature</li> <li>- Voter is not a United States citizen</li> <li>- Voter residence address is not in Los Angeles County</li> <li>- Voter residence address is at a business, post office or mail drop address</li> <li>- Voter is incarcerated for a felony conviction</li> </ul> <p>UC-VR005-07 The System must validate voter record fields according to conformance to data type, content and conformance to election law informing the user for verification by the following or agreeable communication methods:</p> <ul style="list-style-type: none"> <li>- System alerts user to any deficiencies in voter record and provides user with specific resolution instructions to correct any deficiencies</li> <li>- System autocorrects issues that would result in a VoteCal record fault whenever possible.</li> </ul> <p>UC-VR005-08 Ths System shall update local data tables and sends updates to VoteCal.</p> <p>UC-VR005-09 The System shall log all changes to voter record in a transaction table.</p> <p>UC-VR005-10 The System shall log all changes to VoteCal's new voter record in a transaction table.</p>
RequirementID	
Risk	[List of Risk IDs]
Actors	[Actors that use Use Case]
Documents	[List of documentation name, Link or location]

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