



Commonwealth of Virginia
Office of the Governor

Executive Order

NUMBER THIRTY-ONE (2024)

ESTABLISHMENT OF MULTI-AGENCY DATA SHARING PROTOCOLS REGARDING VOTER LIST MAINTENANCE

By virtue of the authority vested in me as Governor of the Commonwealth, I hereby issue this Executive Order to ensure the accurate, transparent, and reliable use of data among state agencies that will result in best-in-class voter list maintenance processes for the Commonwealth.

Importance of Initiative

Secure elections start with comprehensive list maintenance practices. The interagency exchange of data is a vital component of election administration in the Commonwealth. Transparency and interagency collaboration are essential to ensuring that every eligible Virginian can exercise their right to vote and know that the list of registered voters is accurate and up to date.

Currently, the Department of Elections receives data for list maintenance purposes from a wide variety of state and local entities such as the Department of Motor Vehicles, the Virginia Department of Health, the Virginia State Police, and all 133 Commonwealth Circuit Courts in compliance with state and federal laws. The Department of Elections partners with local electoral boards, general registrars, and their staffs to maintain an accurate list of registered voters, processing thousands of voter registration transactions per month.

The process for updating and maintaining the Commonwealth's voter registration system has seen many improvements over the last two years. The Commonwealth has made unprecedented strides in improving the accuracy of its voter list through audits of all list maintenance practices. As a result, Virginia has been nationally recognized for its robust list maintenance improvements and new initiatives.

These robust improvements include:

- Establishing one-to-one data sharing agreements with seven states.
- Documenting detailed data requirements and coordinating with interfacing agencies.
- Conducting two National Change of Address mailings in 2023 for the first time in Virginia history.

- Automating a solution to ensure individuals convicted of a new felony after their rights have been restored are removed from the voter list, which was not occurring previously, addressing miscoded data.
- Streamlining processes for the removal of deceased voters including acquiring access to a national death record database and conducting an audit of Virginia deceased records since 1960.

The continued improvement of the Commonwealth's list maintenance processes is largely contingent upon the quality and timeliness of the interagency data provided to the Department of Elections for processing. As Virginia transitions to a new statewide voter registration system targeted for delivery next year, it is imperative to acknowledge the shared responsibility held not only by the Department of Elections, but all other entities within the Commonwealth that provide data. Therefore, it is essential that these entities review the accuracy, validity, timeliness, and reliability of the data they provide to the Department of Elections for processing. An accurate voter list is established through the existing collaborative efforts which should be leveraged for a best-in-class list maintenance process.

Directive

Accordingly, pursuant to the authority vested in me as the Chief Executive Officer of the Commonwealth, and pursuant to Article V of the Constitution of Virginia and the laws of the Commonwealth:

I. Adopt Data Sharing Agreements Between State Agencies

I hereby direct the Department of Elections, the Department of Health, the Department of Motor Vehicles, and the Virginia State Police to update data sharing agreements between those agencies within 90 days from the effective date of this Executive Order. The agreements shall indicate the applicable state or federal law that permits the sharing of Commonwealth data, the designated contact for each agency, and any other responsibility to ensure the accuracy, reliability, privacy, and efficiency of the data used for list maintenance. These agreements shall be reviewed annually.

II. Create an Interagency Data Review Work Group

I hereby direct the following agencies to create and participate in an interagency data review work group, including other stakeholders as may be deemed necessary, to examine and make recommendations regarding the quality, accuracy, sharing, and security of Commonwealth data provided to the Department of Elections for use in the existing Voter Election Registration Information System in support of conversion to the new statewide voter registration system scheduled for implementation mid-2025:

- Virginia Information Technologies Agency
- Office of Data Governance
- Department of Health
- Department of Motor Vehicles

- Virginia State Police

This effort shall develop comprehensive best practices across agencies and offer recommendations that make necessary and effective changes to the Commonwealth's list maintenance processes. The work group shall review and verify the accuracy and source of data inputs provided and ensure all data provided meets applicable state and federal requirements. The work group shall identify opportunities to standardize data exchanged between agencies to better facilitate accurate and documented conversion to the new Elections system. Within 120 days of the effective date of this Executive Order, the Department of Elections shall report to the Secretary of Administration on the status of the work group.

III. Adopt Data Sharing Standards Between State Agencies

In alignment with the findings and recommendations of the work group, I hereby direct the Department of Elections to develop data sharing standards for the source, transmission, and receipt of information provided by each state agency that shares data for list maintenance processing.

The standards adopted shall indicate data attributes, extract specifications, and processes for the secure transmission and receipt of data. The participating agencies shall integrate the Department of Elections' requirements into upcoming system and data modernization projects. These standards shall be reviewed annually.

IV. Adopt Memoranda of Understanding with Additional States

In addition to exchanging registered voter lists with states bordering the Commonwealth pursuant to Code of Virginia § 24.2-404.4, I hereby direct the Department of Elections to also provide and request voter registration information and lists of individuals who voted in primaries and elections, where available, to and from other states.

The Department shall use this information to identify duplicate registrations, voters who no longer reside in the Commonwealth, and other persons who are no longer entitled to be registered, to maintain the overall accuracy of the voter registration system.

Effective Date

This Executive Order shall be effective upon its signing and shall remain in force and effect unless amended or rescinded by further executive order or directive. Given under my hand and under the Seal of the Commonwealth of Virginia, this 7th day of June 2024.



Glenn Youngkin
Glenn Youngkin, Governor

Attest:

Kelly Gee
Kelly Gee, Secretary of the Commonwealth