

## Casner, Donna

---

**From:** Daw, Ray  
**Sent:** Monday, December 11, 2023 11:53 AM  
**To:** Casner, Donna  
**Subject:** FW: US Alliance May Convening Details

**From:** Hansen, Patty <phansen@coconino.az.gov>  
**Sent:** Thursday, May 4, 2023 4:22 PM  
**To:** Sophie Lehman <sophie@techandciviclelife.org>  
**Cc:** Daw, Ray <rdaw@coconino.az.gov>  
**Subject:** RE: US Alliance May Convening Details

Sophie,

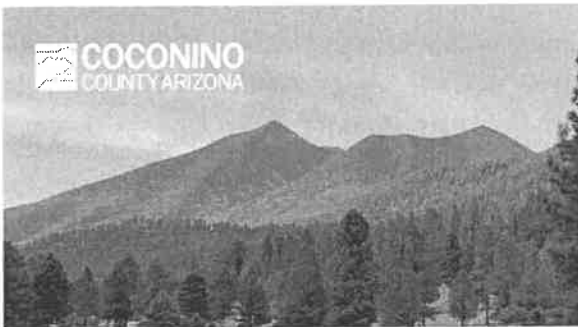
Ray Daw, our Native American Outreach coordinator will be attending the meeting in Las Vegas. I've copied him on this email so you have his contact information.

I'm sorry I won't be able to attend in person. I will be having three of us attending virtually.

Take care.

### ***Patty Hansen***

Coconino County Recorder  
110 E Cherry Ave  
Flagstaff, AZ 86001  
(928) 679-7889



**From:** Sophie Lehman <sophie@techandciviclelife.org>  
**Sent:** Friday, April 28, 2023 11:28 AM  
**To:** Hansen, Patty <phansen@coconino.az.gov>  
**Subject:** Re: US Alliance May Convening Details

[EXTERNAL EMAIL]

Use caution before clicking on links, opening attachments, or responding. DO NOT CLICK unless you recognize the sender and know the content is safe.

Understood, and we're excited for you to join virtually! Do you know when you'll make a decision about sending your outreach coordinator? No pressure, just curious.

Thanks!  
Sophie

On Tue, Apr 25, 2023 at 3:18 PM Hansen, Patty <[phansen@coconino.az.gov](mailto:phansen@coconino.az.gov)> wrote:

Sophie,

I don't think I'll be able to attend in person. My partner is at a rehab hospital so I'm not sure when she'll be released. If this changes, I'll let you know.

Patty

Get [Outlook for iOS](#)

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**From:** Sophie Lehman <[sophie@techandcivicliflife.org](mailto:sophie@techandcivicliflife.org)>

**Sent:** Tuesday, April 25, 2023 1:59:57 PM

**To:** Hansen, Patty <[phansen@coconino.az.gov](mailto:phansen@coconino.az.gov)>

**Subject:** Re: US Alliance May Convening Details

[EXTERNAL EMAIL]

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Hi Patty,

I wanted to see if you had a sense of your plans for the May convening. We hope you'll be able to join us in Las Vegas; but if not, there are virtual options and you can indicate your preference in the [RSVP form](#).

Let me know if there are questions I can answer.

Thanks!  
Sophie

On Mon, Apr 17, 2023 at 11:38 AM Sophie Lehman <[sophie@techandcivicliflife.org](mailto:sophie@techandcivicliflife.org)> wrote:

Hi Patty,

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The convening will begin Monday morning, so plan to travel on Sunday, May 21. We will conclude on Wednesday May 24 after lunch. Virtual attendance options are available. [Learn more about cost, travel, and event logistics.](#)

**Please complete this RSVP form by April 24.** Please complete one RSVP form per attendee.

We can't wait to see you in Las Vegas!

Best,  
Sophie

--



Sophie Lehman (she/her)  
Associate Director  
Center for Tech and Civic Life  
[www.techandciviclife.org](http://www.techandciviclife.org)

## Casner, Donna

---

**From:** Daw, Ray  
**Sent:** Monday, December 11, 2023 11:55 AM  
**To:** Casner, Donna  
**Subject:** FW: U.S. Alliance for Election Excellence

**From:** Daw, Ray <rdaw@coconino.az.gov>  
**Sent:** Wednesday, January 18, 2023 2:16 PM  
**To:** Hansen, Patty <PHansen@coconino.az.gov>  
**Subject:** RE: U.S. Alliance for Election Excellence

Patty,

I completed it and submitted it.

Ray Daw  
Elections Outreach

**From:** Hansen, Patty <phansen@coconino.az.gov>  
**Sent:** Wednesday, January 18, 2023 2:07 PM  
**To:** Casner, Donna <dcasner@coconino.az.gov>; Stone, Sedona <sstone@coconino.az.gov>; Slaughter, Charlene <cslaughter@coconino.az.gov>; Walden, Beth <bwalden@coconino.az.gov>; Yazzie, Colleen <coyazzie@coconino.az.gov>; Daw, Ray <rdaw@coconino.az.gov>; Henry, Alicia <ahenry@coconino.az.gov>  
**Cc:** Hansen, Patty <phansen@coconino.az.gov>  
**Subject:** U.S. Alliance for Election Excellence

Our office has been selected to join the U.S. Alliance for Election Excellence. This is quite an honor since only a limited number of offices across the country have been asked to join. I think this will help us learn from other offices across the country and be able to improve on our procedures, as well as, sharing what works well for us. Below is an email that contains information about the kick off ZOOM meeting which is being held on January 25<sup>th</sup>. This is a very high priority for our office so I please complete the RSVP form that is included in the email below. If you are unable to attend, please let me know ASAP.

All of you will be sitting in on the first portion of the meeting and Donna, Sedona, Alicia and I will be sitting in on the second portion.

The RSVP needs to be completed today, so please let me know when you have completed it. I'm sorry for the short notice.

Again, this is an exciting opportunity for our office, so please make sure you can attend.

Thanks,

Patty

**P.S. The Recorder's office is the only office that has been asked to join, so the staff members in the elections department will not be involved. Please do not share the RSVP form with them.**

**From:** Sophie Lehman <[sophie@techandcivicliflife.org](mailto:sophie@techandcivicliflife.org)>

**Sent:** Friday, January 13, 2023 3:31 PM

**To:** Hansen, Patty <[phansen@coconino.az.gov](mailto:phansen@coconino.az.gov)>

**Subject:** January 25 Event Details

[EXTERNAL EMAIL]

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Hi Patty,

Great to chat with you today! Here are the latest details for the event:

We are thrilled to kick off the first meeting of the US Alliance cohort on January 25 from 9am-12pm PT / 12pm-3pm ET.

For the first half of the call (9:00am-10:30am PT / 12pm-1:30pm ET), we have designed the session to include your entire office so that they can learn more about the Alliance, the Alliance partners and the other Centers.

During this part of the program you and your office will:

- hear about the Alliance vision and goals,
- meet the other Centers who have committed to this exciting journey,
- meet the Alliance partners and learn about how excited they are to support your offices, and
- join in a celebratory kick-off!

This session will be highly interactive so each participant should log into the meeting on their own computer or device to facilitate break out sessions. **Please share this RSVP form with your team members** who will be included in the call. We would like responses by January 18. Zoom invitations will be sent directly to participants.

After a fifteen minute break, we will bring the office leads (and any leadership team members you want to include) back for the second half of the call (10:45am-12:00 pm PT / 1:45pm-3pm ET). We will take a deeper dive into the Center experience and the process for developing the Values and Standards for Election Excellence. Use this link to join the second portion of the call.

Let me know if you have any questions.

Have a great weekend!

Sophie

--



Sophie Lehman (she/her)

Associate Director

Center for Tech and Civic Life

[www.techandcivicliflife.org](http://www.techandcivicliflife.org)

***Patty Hansen***

Coconino County Recorder

110 E Cherry Ave

Flagstaff, AZ 86001

(928) 679-7889



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**Sent:** Monday, December 11, 2023 12:01 PM  
**To:** Casner, Donna  
**Subject:** FW: US Alliance May Convening Details

**From:** Sophie Lehman <sophie@techandcivillife.org>  
**Sent:** Thursday, May 4, 2023 4:45 PM  
**To:** Hansen, Patty <phansen@coconino.az.gov>  
**Cc:** Daw, Ray <rdaw@coconino.az.gov>  
**Subject:** Re: US Alliance May Convening Details

[EXTERNAL EMAIL]

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Hi Patty! We're of course bummed you won't be there in person, but are thrilled you'll be joining virtually! For virtual logistics:

1. Can you share the names of the other virtual participants?
2. Do you expect that you will all be joining together or will each of you be using separate devices?

Hi Ray, so nice to e-meet you! We're thrilled you'll be joining us in Las Vegas. Here's the most current [event info](#). In case it's useful for your lodging plans, here's a link to [book a room directly with the hotel at the group rate](#). You can of course book any hotel that works for you. One quick question -- do you have any dietary restrictions?

Thank you both and please let me know what questions I can answer.

Thanks!  
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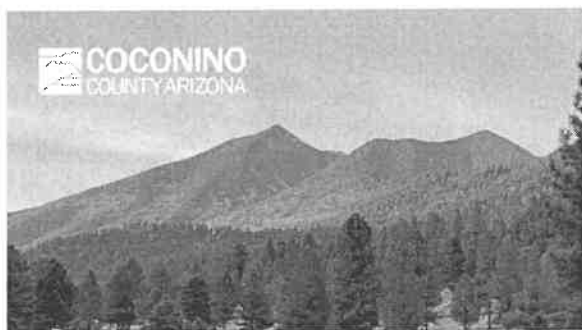
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Best,

Sophie

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Sophie Lehman (she/her)  
Associate Director  
Center for Tech and Civic Life  
[www.techandcivicliflife.org](http://www.techandcivicliflife.org)

## Casner, Donna

---

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**To:** Casner, Donna  
**Subject:** FW: US Alliance May Convening Details

**From:** Sophie Lehman <sophie@techandciviclife.org>  
**Sent:** Friday, May 5, 2023 9:40 AM  
**To:** Daw, Ray <rdaw@coconino.az.gov>  
**Subject:** Re: US Alliance May Convening Details

[EXTERNAL EMAIL]

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Hi Ray,

Thanks for sharing your dietary restrictions and letting me know about the link!

I reached out to the hotel and haven't heard back yet. BUT, I just looked at their website and the non-group rates for those nights are currently slightly cheaper than the group rates. For example, Mon is \$112 vs 119 and Tues is \$84 vs \$119; Sunday is ~10 more expensive than the group rate, but if you're doing all 3 nights it's still cheaper overall. Long story short, I'd suggest you book without the group rate.

Let me know if you have questions or if you'd still prefer to use the group rate.

Thanks!  
Sophie

On Fri, May 5, 2023 at 7:10 AM Daw, Ray <rdaw@coconino.az.gov> wrote:

Sophie,

**When I went to the link you provided, I got a message with 'Reservations are Closed'.**

Ray Daw

NA Outreach

**From:** Sophie Lehman <[sophie@techandciviclife.org](mailto:sophie@techandciviclife.org)>

**Sent:** Thursday, May 4, 2023 4:45 PM

**To:** Hansen, Patty <[phansen@coconino.az.gov](mailto:phansen@coconino.az.gov)>

**Cc:** Daw, Ray <[rdaw@coconino.az.gov](mailto:rdaw@coconino.az.gov)>

**Subject:** Re: US Alliance May Convening Details

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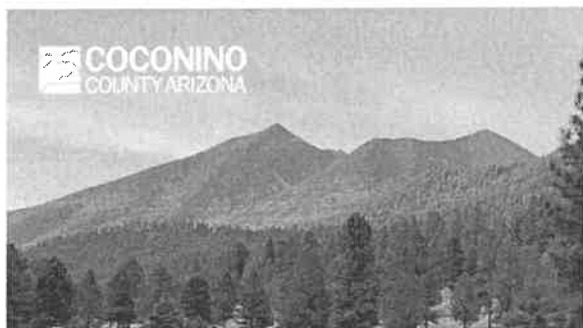
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Get [Outlook for iOS](#)

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Sophie

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Sophie Lehman (she/her)  
Associate Director  
Center for Tech and Civic Life  
[www.techandcivicliflife.org](http://www.techandcivicliflife.org)

## Casner, Donna

---

**From:** Daw, Ray  
**Sent:** Monday, December 11, 2023 12:02 PM  
**To:** Casner, Donna  
**Subject:** FW: Virgin Hotels Las Vegas Reservation Confirmation

**From:** U.S. Alliance for Election Excellence <info@cvent.com>  
**Sent:** Friday, May 5, 2023 10:42 AM  
**To:** Daw, Ray <rdaw@coconino.az.gov>  
**Subject:** Virgin Hotels Las Vegas Reservation Confirmation

[EXTERNAL EMAIL]

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### U.S. Alliance for Election Excellence - May 21, 2023 - May 24, 2023 - Virgin Hotels Las Vegas

Dear Ray Daw,

We're excited that you've chosen to stay with us at Virgin Hotels Las Vegas and we're counting the days until your arrival as part of the U.S. Alliance for Election Excellence. Everything's easy from here on out. Below are your reservation details and should your travel plans change or you need to update your reservations, just [click here](#) or call 800-693-7625.

Seize your stay further and join The Know, the free membership program that gives you upgrades, discounts and other ways to personalize your stay. Get in [The Know](#) now!

We look forward to welcoming you to a new kind of Vegas resort.

Cheers!

Virgin Hotels Las Vegas

Reservation Name: Ray Daw  
Arrival Date: May 21, 2023  
Departure Date: May 24, 2023



## Casner, Donna

---

**From:** Daw, Ray  
**Sent:** Monday, December 11, 2023 12:02 PM  
**To:** Casner, Donna  
**Subject:** FW: Final US Alliance May Convening Details

**From:** Sophie Lehman <sophie@techandcivicliflife.org>  
**Sent:** Tuesday, May 16, 2023 11:11 AM  
**To:** Sophie Lehman <sophie@techandcivicliflife.org>  
**Subject:** Final US Alliance May Convening Details

[EXTERNAL EMAIL]

Use caution before clicking on links, opening attachments, or responding. DO NOT CLICK unless you recognize the sender and know the content is safe.

Hello!

We're excited to see you next week in Las Vegas! Before you depart, I wanted to highlight a few things. Additional details can be found in the [event and travel document](#).

1. We have enabled a Lyft event code for ground transportation in Las Vegas. When possible, and if permitted, please use this code to simplify the reimbursement process.
2. Programming begins at 9am each morning. Breakfast (including coffee/tea) will be available in the day's event space beginning at 8:30am on Monday and Wednesday and at 7:30am on Tuesday.
3. Dinner is not included in programming, and where permitted, can be reimbursed. Amounts and details are in the document.
4. The agenda is outlined in the document.

Lastly, at the convening, we'll kick off the topic of Communications. While you're packing, please glance around your office for any **publicly available Communications materials you'd like to share with other Centers and Alliance Partners**. We'd love to see it — whether it's a point of pride, or something clunky that could use a redesign. Your real-world examples make it possible for us to facilitate discussion and identify places the Alliance can build generic templates, guides, and tools for election offices looking to achieve excellence.

In particular, we're looking for:

- Publicly available communications plans and policies
- Job descriptions for communications roles
- Multilingual forms, including:
  - A single form with multiple languages
  - Several versions of a form in different languages
- Mailed voter education materials, such as:
  - Instructions sent with sample ballots
  - Information included on buck slips / ballot inserts

- Physical letters sent to educate voters on a particular process, service, or election

Please let me know what questions I can answer.

See you soon!  
Sophie

--



Sophie Lehman (she/her)  
Associate Director  
Center for Tech and Civic Life  
[www.techandcivicliflife.org](http://www.techandcivicliflife.org)

## Casner, Donna

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**From:** Daw, Ray  
**Sent:** Monday, December 11, 2023 12:04 PM  
**To:** Casner, Donna  
**Subject:** FW: ElectionTools.org

**From:** Juszczak, Whitney <wjuszczak@coconino.az.gov>  
**Sent:** Wednesday, October 25, 2023 4:10 PM  
**To:** Hansen, Patty <phansen@coconino.az.gov>; Musta, Esdir <emusta@coconino.az.gov>; Daw, Ray <rdaw@coconino.az.gov>  
**Cc:** Casner, Donna <dcasner@coconino.az.gov>; Stone, Sedona <sstone@coconino.az.gov>  
**Subject:** RE: ElectionTools.org

Thanks for thinking of us and passing this along Patty! We'll look through the resource and see if there's anything to R&D from them. ●

Happy Wednesday,



**COCONINO COUNTY**  
**ELECTIONS DEPARTMENT**

**Whitney Juszczak**  
Assistant Director of Elections  
1186 W University Ave, Suite C  
Flagstaff AZ, 86001  
Phone: 928-679-7883 | 928-607-6562  
\*Elections moving soon to a new location

**From:** Hansen, Patty <phansen@coconino.az.gov>  
**Sent:** Wednesday, October 25, 2023 2:20 PM  
**To:** Juszczak, Whitney <wjuszczak@coconino.az.gov>; Musta, Esdir <emusta@coconino.az.gov>; Daw, Ray <rdaw@coconino.az.gov>  
**Cc:** Casner, Donna <dcasner@coconino.az.gov>; Stone, Sedona <sstone@coconino.az.gov>  
**Subject:** ElectionTools.org

Whitney, Ray, and Esdir,

The U.S. Alliance for Election Excellence has some new materials that have been recently developed in regards to Poll Workers. I thought you may find some of the information useful.

To see the materials that have been created go to: <https://www.electiontools.org/>

Take care.

**Patty Hansen**  
Coconino County Recorder

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Flagstaff, AZ 86001  
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Hi Patty,

I wanted to see if you had a sense of your plans for the May convening. We hope you'll be able to join us in Las Vegas; but if not, there are virtual options and you can indicate your preference in the **RSVP form**.

Let me know if there are questions I can answer.

Thanks!  
Sophie

On Mon, Apr 17, 2023 at 11:38 AM Sophie Lehman <[sophie@techandcivicliflife.org](mailto:sophie@techandcivicliflife.org)> wrote:

Hi Patty,

I'm excited to share details for our May 22-24 cohort convening in **Las Vegas!** We welcome up to three members of your team to join. Among the three attendees, please include someone from your office leadership and a member of staff with poll worker responsibilities.

The convening will begin Monday morning, so plan to travel on Sunday, May 21. We will conclude on Wednesday May 24 after lunch. Virtual attendance options are available. [Learn more about cost, travel, and event logistics.](#)

**Please complete this [RSVP form](#) by April 24.** Please complete one RSVP form per attendee.

We can't wait to see you in Las Vegas!

Best,  
Sophie

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Sophie Lehman (she/her)  
Associate Director  
Center for Tech and Civic Life  
[www.techandcivicliflife.org](http://www.techandcivicliflife.org)

## Casner, Donna

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**From:** Daw, Ray  
**Sent:** Monday, December 11, 2023 12:05 PM  
**To:** Casner, Donna  
**Subject:** FW: U.S. Alliance for Election Excellence

**From:** Hansen, Patty <phansen@coconino.az.gov>  
**Sent:** Wednesday, January 18, 2023 2:07 PM  
**To:** Casner, Donna <dcasner@coconino.az.gov>; Stone, Sedona <ssstone@coconino.az.gov>; Slaughter, Charlene <cslaughter@coconino.az.gov>; Walden, Beth <bwalden@coconino.az.gov>; Yazzie, Colleen <coyazzie@coconino.az.gov>; Daw, Ray <rdaw@coconino.az.gov>; Henry, Alicia <ahenry@coconino.az.gov>  
**Cc:** Hansen, Patty <phansen@coconino.az.gov>  
**Subject:** U.S. Alliance for Election Excellence

Our office has been selected to join the U.S. Alliance for Election Excellence. This is quite an honor since only a limited number of offices across the country have been asked to join. I think this will help us learn from other offices across the country and be able to improve on our procedures, as well as, sharing what works well for us. Below is an email that contains information about the kick off ZOOM meeting which is being held on January 25<sup>th</sup>. This is a very high priority for our office so I please complete the RSVP form that is included in the email below. If you are unable to attend, please let me know ASAP.

All of you will be sitting in on the first portion of the meeting and Donna, Sedona, Alicia and I will be sitting in on the second portion.

The RSVP needs to be completed today, so please let me know when you have completed it. I'm sorry for the short notice.

Again, this is an exciting opportunity for our office, so please make sure you can attend.

Thanks,

Patty

**P.S.** The Recorder's office is the only office that has been asked to join, so the staff members in the elections department will not be involved. Please do not share the RSVP form with them.

**From:** Sophie Lehman <sophie@techandcivillife.org>  
**Sent:** Friday, January 13, 2023 3:31 PM  
**To:** Hansen, Patty <phansen@coconino.az.gov>  
**Subject:** January 25 Event Details

[EXTERNAL EMAIL]

Use caution before clicking on links, opening attachments, or responding. DO NOT CLICK unless you recognize the sender and know the content is safe.

Hi Patty,

Great to chat with you today! Here are the latest details for the event:



We are thrilled to kick off the first meeting of the US Alliance cohort on January 25 from 9am-12pm PT / 12pm-3pm ET.

For the first half of the call (9:00am-10:30am PT / 12pm-1:30pm ET), we have designed the session to include your entire office so that they can learn more about the Alliance, the Alliance partners and the other Centers.

During this part of the program you and your office will:

- hear about the Alliance vision and goals,
- meet the other Centers who have committed to this exciting journey,
- meet the Alliance partners and learn about how excited they are to support your offices, and
- join in a celebratory kick-off!

This session will be highly interactive so each participant should log into the meeting on their own computer or device to facilitate break out sessions. **Please share this RSVP form with your team members** who will be included in the call. We would like responses by January 18. Zoom invitations will be sent directly to participants.

After a fifteen minute break, we will bring the office leads (and any leadership team members you want to include) back for the second half of the call (10:45am-12:00 pm PT / 1:45pm-3pm ET). We will take a deeper dive into the Center experience and the process for developing the Values and Standards for Election Excellence. Use this link to join the second portion of the call.

Let me know if you have any questions.

Have a great weekend!

Sophie

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Sophie Lehman (she/her)

Associate Director

Center for Tech and Civic Life

[www.techandciviclife.org](http://www.techandciviclife.org)

***Patty Hansen***

Coconino County Recorder

110 E Cherry Ave

Flagstaff, AZ 86001

(928) 679-7889



