



# Municipality of Anchorage

P.O. Box 196650 • Anchorage, Alaska 99519-6650 • Telephone: (907) 343-4311 • Fax: (907) 343-4313 • <http://www.muni.org/assembly>

## Anchorage Assembly Leadership

July 5, 2023

Mayor Dave Bronson  
632 W. 6<sup>th</sup> Ave., Suite 850  
Anchorage, AK 99501

Re: Advance Notice of Questions to be Addressed at July 21 Worksession—  
*April 11 Election Complaint and Creation of ITD Policy Statement Regarding  
Removable Storage Devices*

Mayor Bronson:

The Assembly has scheduled a worksession for Friday, July 21 to discuss the election complaint received by the Municipality on April 11, 2023.<sup>1</sup> The complaint quoted, verbatim, from a purported municipal “ITD Policy Statement” that was created and published only on a non-public municipal website mere hours before the complaint was submitted.<sup>2</sup> Exactly how the authors of the election complaint came to have a copy of the “policy” has generated significant public interest.<sup>3</sup>

We invite representatives of your administration to attend the worksession.

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<sup>1</sup> See Sami Graham, Daniel E. Smith, John Henry, Renewed Election Complaint (April 11, 2023), attached as Exhibit A. Compare MUNICIPALITY OF ANCHORAGE, MUNICIPAL CLERK’S OFFICE, [Election] *Observer’s Handbook* at 17 (Oct. 13, 2022) (“Complaints that are not resolved by the Municipal Clerk or Election Administrator and that would change the outcome of the election, if found to be true, may be renewed by the observer or candidate. The renewed complaint shall be submitted to the Election Administrator in writing on a form entitled – ‘Election Commission – Alleged Failure to Comply with Law or Alleged Illegal Election Practices’.”); see also AR 222-328 *A Resolution of The Anchorage Municipal Assembly Updating and Amending the Election Observer’s Handbook and Associated Forms*.

<sup>2</sup> See, ITD Policy Statement and List Showing Uploaded Time and Date (April 11, 2023), attached as Exhibit B. See also Emily Goodykoontz, *Former Top Aide To Mayor Challenged Anchorage Election Using Policy Quietly Added That Day By City IT Director*, ANCHORAGE DAILY NEWS (May, 20, 2023), available at: <https://www.adn.com/alaska-news/anchorage/2023/05/20/former-top-aide-to-mayor-challenged-anchorage-election-using-policy-quietly-added-that-day-by-city-it-director/>

<sup>3</sup> See, e.g., Editorial, *Anchorage Residents Deserve To Know: What Was That Shady Municipal Election Complaint About?* ANCHORAGE DAILY NEWS (June 17, 2023), available at: <https://www.adn.com/opinions/editorials/2023/06/17/editorial-anchorage-residents-deserve-to-know-what-was-that-shady-municipal-election-complaint-about/>

To ensure that the worksession is maximally productive, we wish to provide you and your administration with advance notice of the topics we wish to cover.

1. **Origin of the Purported Policy.** The purported “ITD Policy Statement” referenced by the renewed election complaint was not an official municipal operating policy or procedure. Official municipal policies and procedures must, among other things, be reviewed and approved by the Office of Management and Budget, the Municipal Attorney, the Municipal Manager, and signed by the Mayor.<sup>4</sup> The policy was also unworkable in practice and, if applied to processes at the Election Center, would have needlessly added risk to the security protocols that ensure the integrity of local elections.<sup>5</sup>

The first topic that the Assembly wishes to explore is how the “ITD Policy Statement” was developed:

- Was the Statement drafted through any kind of a deliberative process? If so, what did that process entail?
- Who was involved in the development of the Statement?
- What persons were involved in posting the statement to the Municipality’s internal website?

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<sup>4</sup> See Municipality of Anchorage, P&P No. 1 *Municipal Operating Policies and Procedures* (Dec. 17, 1996) at § 7(c)(6) (“OMB will forward the final document to the Municipal Attorney for legal review, the Municipal Manager for review and then to the Mayor for signature”).

<sup>5</sup> A thumb drive is currently used to transport vote counts from the municipality’s scanning, adjudication, and tabulation system, which is “air gapped,” to municipal computers that are used to report election results. When it was first procured, the thumb drive was obtained from and formatted by the municipal IT department and encrypted.

To ensure that the thumb drive could not be subsequently tampered with, the drive is stored in a locked safe, in a locked room that requires a code and thumb print to open, and the password for the thumb drive is known to an extremely limited number of individuals.

To ensure that the thumb drive is merely moving vote counts from one machine to another, and not otherwise having an effect on the election process, vote totals are displayed on the ballot-scanning machine both before and after the thumb drive is inserted (and can be observed not to have changed after the thumb drive is inserted); and published election results are seen to correspond to the totals displayed on the ballot-scanning machine.

Last, to ensure that the ballot-scanning machine is itself correctly displaying accurate vote counts, the Municipality conducts a “risk limiting audit.” As further detailed in the memorandum attached to AM 324-2023 (*see* page 395-404), the audit entails hand counting randomly selected ballots in batches (using dice to seed a random-number generator), and comparing the results of the hand count to totals reported by the machine. In the 2023 municipal election, 3,200 ballots were randomly selected for hand counting, and “the hand count and machine count of those ballots was identical.” AM 324-2023 at 402.

**2. Extent of Administration Involvement in the Complaint.** The renewed election complaint was submitted by your former chief of staff, Sami Graham, and two other individuals,<sup>6</sup> and the content of the complaint has led members of the public to conclude that the complaints must have been in communication with the municipal information technology department. As the Anchorage Daily News editorial board put it:

There are surely a number of explanations for how Bronson administration ally and former chief of staff Sami Graham came to file an election complaint that cited a computer policy only hours old that didn't exist in any public form, but the simplest one is that the complaint was the result of coordination between Graham and administration officials. And the circumstances of that seeming coordination are cause for grave concern.

. . . the real red flag about the IT policy is that there's no reason Graham and her compatriots should have known it even existed. It had been added to the municipality's internal network by municipal IT director Marc Dahl on April 11, only two hours before Graham's complaint was filed, and the policy was not accessible by the public. None of the people making the complaint had any means of accessing the policy, but they somehow quoted it verbatim.

Also notable: The policy didn't exist at the time Graham said municipal elections employees had violated it (April 6 and 7), and Heinz said no elections personnel had been made aware of its existence before the complaint.<sup>7</sup>

The second topic the Assembly wishes to explore is whether and how municipal employees communicated (and/or coordinated) with the complainants about the "ITD Policy Statement" and/or the election complaint:

- What non-municipal employees were informed about the existence (or substance) of the "ITD Policy Statement," prior to April 12?
- What contact did the complainants have with municipal staff, such that they were aware of the "ITD Policy Statement" and its exact language? Who was involved in the communications, and when and how did they occur?

To the extent that any such communications were conducted by email or otherwise memorialized, the Assembly requests copies of the emails and memorializations, all of which are likely to be non-confidential public records.

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<sup>6</sup> See Exhibit A.

<sup>7</sup> See Editorial, above at n.3.

3. Management Awareness. The final topic that the Assembly wishes to explore is the extent to which municipal management was aware that the ITD Policy Statement was being developed, or discussed with complainants.

- Were you, or any member of the Mayor's office, aware of the ITD Policy Statement before the Statement was posted on April 11?
- To what extent, if any, were you, or any member of the Mayor's office, involved in the development of the ITD Policy Statement?
- Were you, or any member of the Mayor's office, aware of the April 11 election complaint that referenced the ITD Policy Statement before the complaint was submitted?
- To what extent, if any, were you, or any member of the Mayor's office, involved in the development of the April 11 election complaint that referenced the ITD Policy Statement?

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\* \* \*

\* \* \*

Thank you for your attention to this matter. We hope the Administration will participate in the worksession on Friday, July 21, from 10:00am to 11:30am. If you have any questions, we would be happy to discuss.

Sincerely,



Christopher Constant, Chair



Meg Zaletel, Assembly Vice Chair

Cc: Anne Helzer-Municipal Attorney  
Kent Kohlhase - Municipal Manager  
Mario Bird - Chief of Staff  
Philippe Brice - Acting ITD Director  
Anchorage Assembly

**From:** [Constant, Christopher](#)  
**To:** [Helzer, Anne](#)  
**Cc:** [Gates, Dean T.](#); [Hurt, Matthew P.](#); [Heasley, Brandi M.](#); [Willoughby, Jessica B.](#)  
**Subject:** Records Request  
**Date:** Monday, July 10, 2023 12:38:22 PM

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Hi Anne,

I am not sure the exact protocol for making this request. I am seeking copies of the records provided to the Ombudsman relating to communications between Sami Graham, Mark Merchant, Heather Holland, and Marc Dahl. I understand I need to make this request to the department head. I am hoping you will facilitate this for me. We have a worksession on Friday July 21 and the communications are timely. The specific search terms are below.

Very respectfully,

Christopher Constant

The specific terms were as follows and are incorporated as the terms of this request:

MOA Email Inboxes – To, From, or Between these email addresses that contain any of the keywords listed below

- [Marcus.Dahl@anchorageak.gov](mailto:Marcus.Dahl@anchorageak.gov)
- [Mark.Merchant@anchorageak.gov](mailto:Mark.Merchant@anchorageak.gov)
- [Heather.Holland@anchorageak.gov](mailto:Heather.Holland@anchorageak.gov)

External Email Inboxes – To, From, or Between the MOA email addresses listed above and the external email addresses listed below

- [Alaskangraham@yahoo.com](mailto:Alaskangraham@yahoo.com)
- [Alaskansam@yahoo.com](mailto:Alaskansam@yahoo.com)

Date Range

- March 15, 2023 – April 23, 2023

Keywords

- USB, Policy, Election, Trueblood, Appeal, Challenge, Clerk, Commission, Thumb Drive, Dominion, Computer

Additional Information Requested

- Any text messages between Marc Dahl's MOA cell phone and 907-230-9034 between March 15, 2023 and April 23, 2023

Date : 1/10/2023 1:05:09 PM

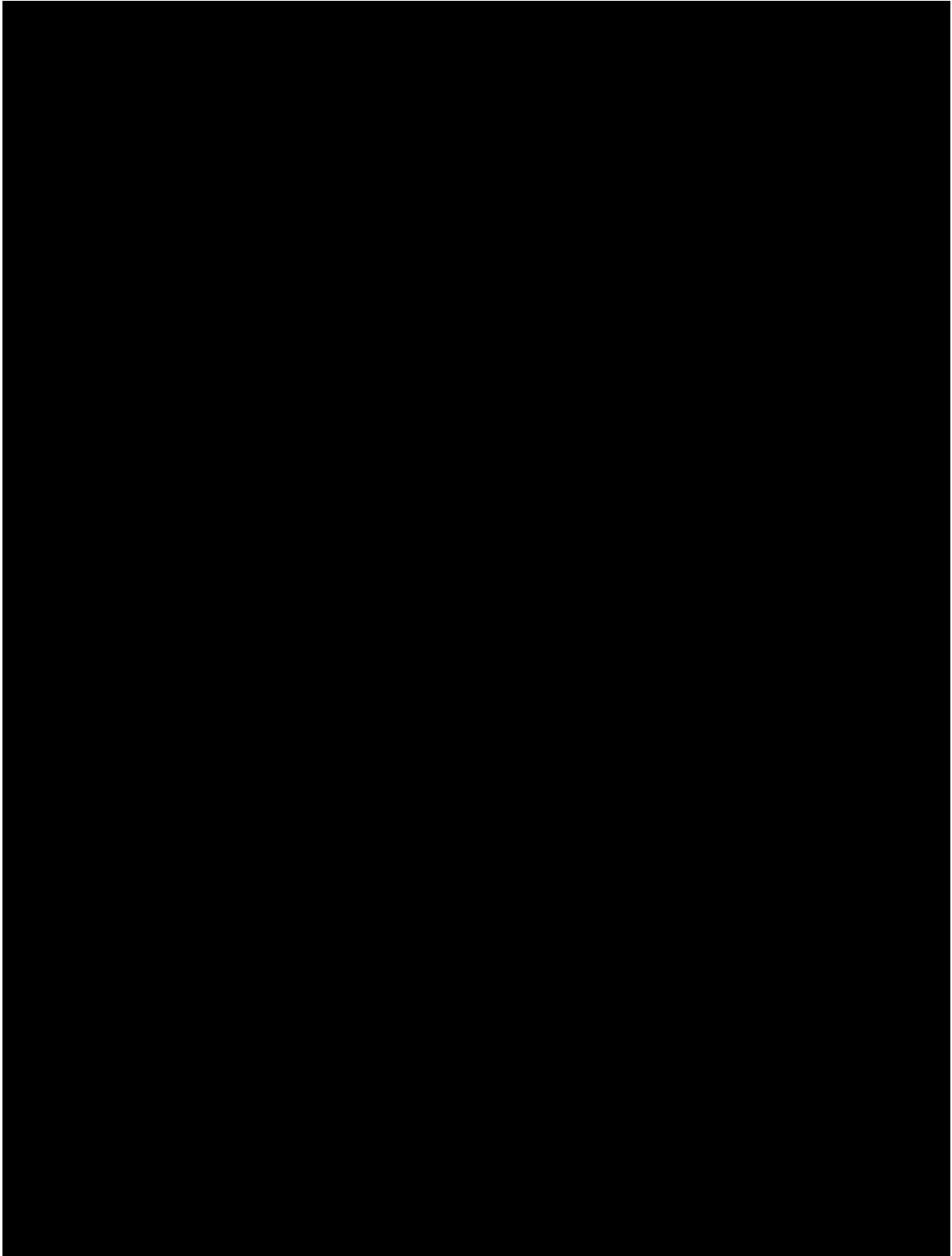
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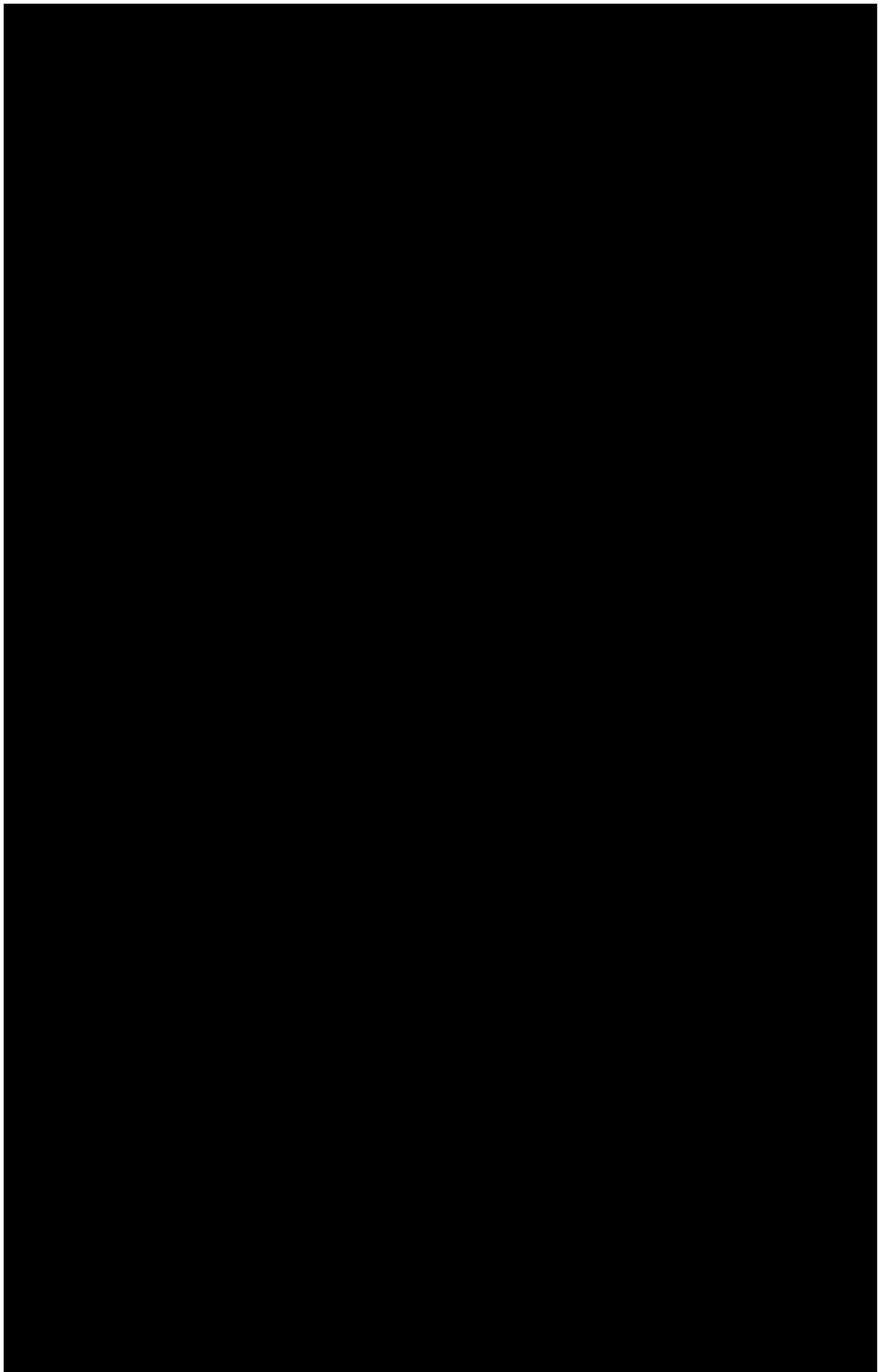
To : "Dahl, Marc"

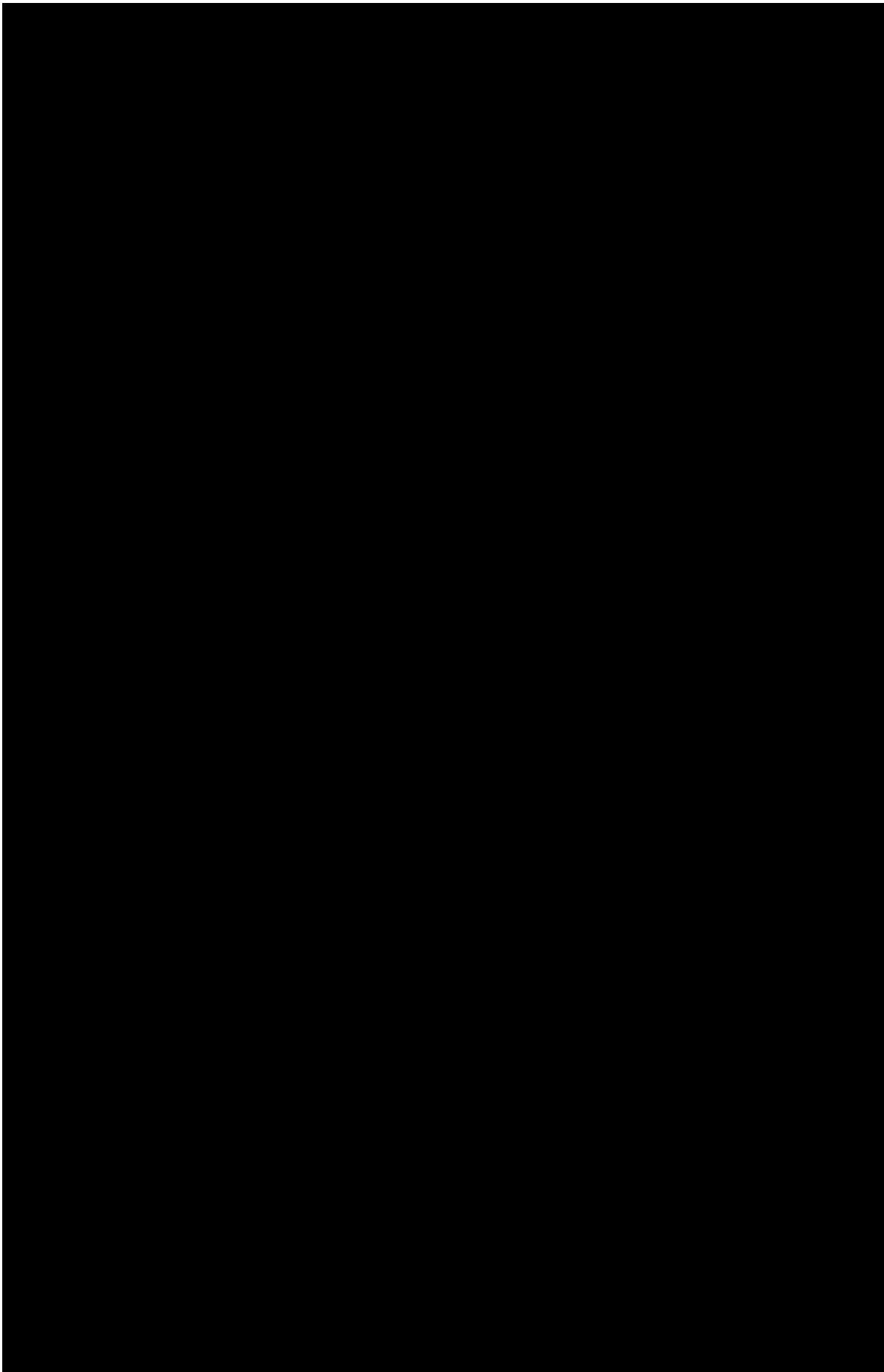
Cc : "Plant, Anna L."

Subject : FW: Policy - 28-10

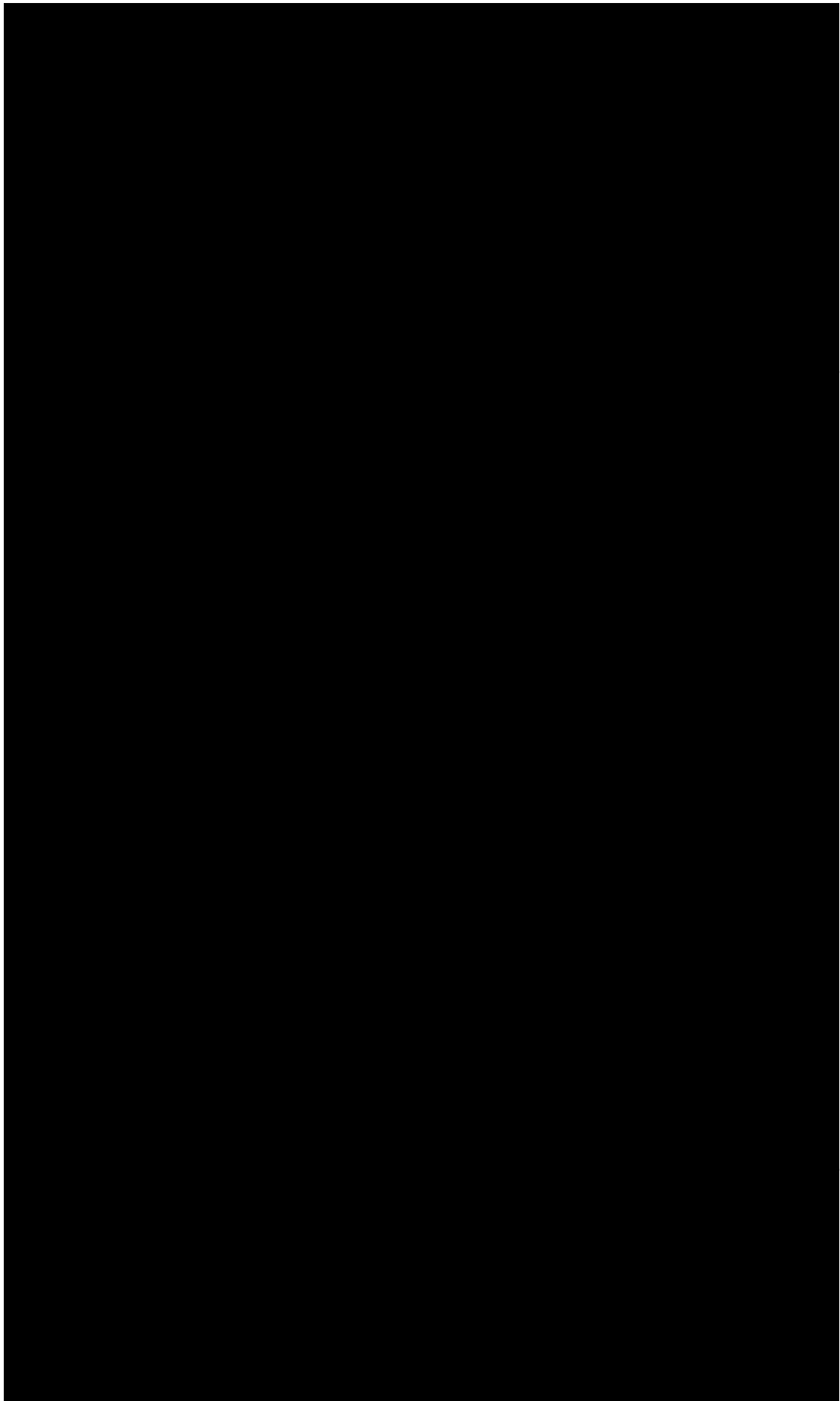
Attachment : PP 28-7 Password Management 101521.doc;PP 28-10 Protection of Personal or Confidential Information 091421 - Final.doc;image001.jpg;

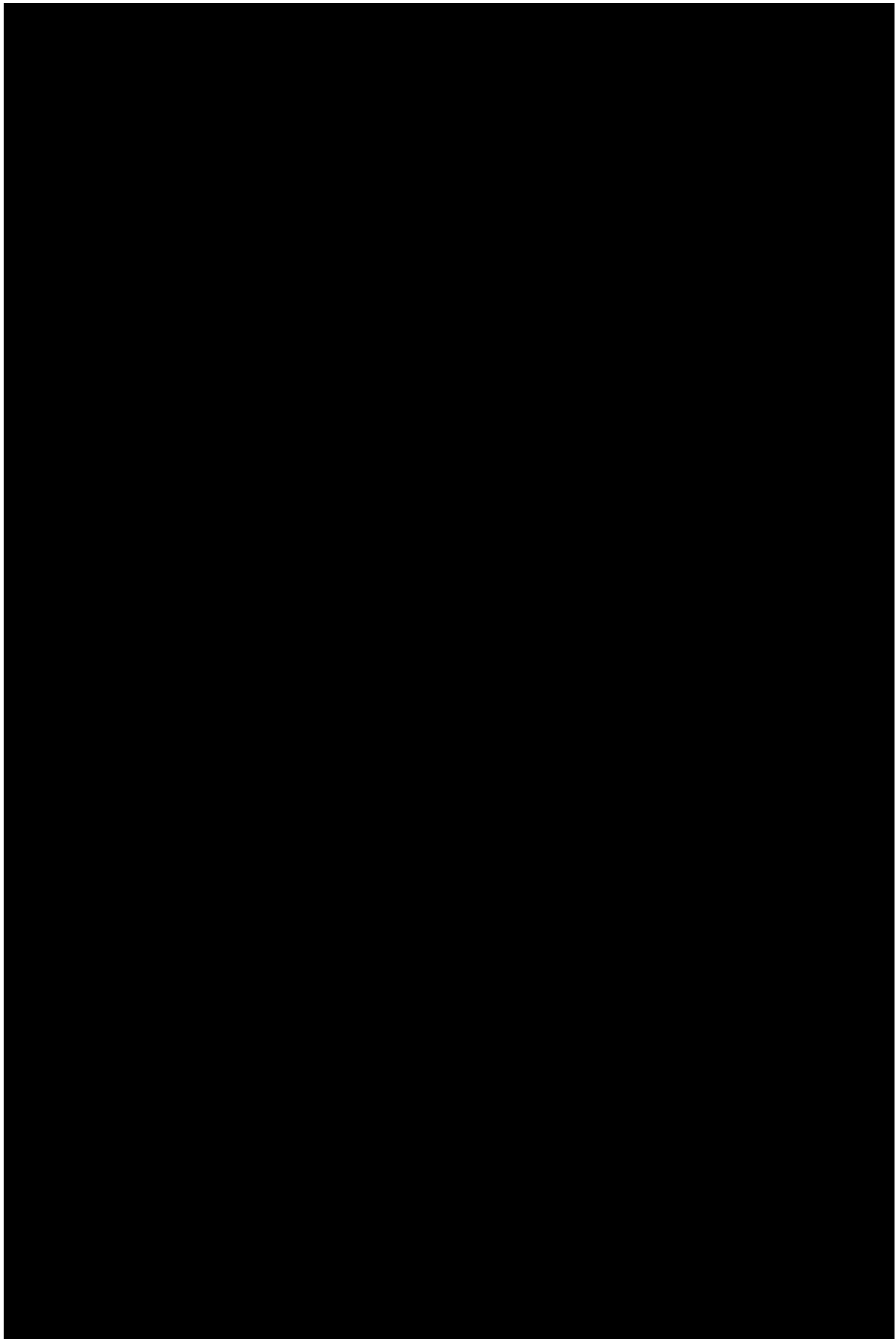















 <b>MUNICIPALITY OF ANCHORAGE O P E R A T I N G P O L I C Y / P R O C E D U R E</b>	P&P No. <b>28-7</b>	<b>Page 1 of 3</b>
	Effective Date: <b>August 1, 2018</b>	
Subject:  <b>Password Management</b>	Supersedes No. <b>Updated</b>	Dated:
	Approved by:	

1. PURPOSE

To ensure that proper password controls are applied to all Municipality of Anchorage (MOA) computer, network, and application accounts to meet or exceed the minimum regulatory compliance standards for data integrity and confidentiality.

2. POLICY

It is the policy of the Municipality to establish a baseline password requirement for all MOA owned computer systems and/or networked devices. Departments must meet or exceed this baseline policy.

3. ORGANIZATIONS AFFECTED

All Municipal agencies.

4. REFERENCES

National Institute for Standards and Technology Special P 800-63 Password Guidelines.

5. DEFINITIONS

- a. Data – numerical or other information represented in a form suitable for processing by computer.
- b. Encryption – A technical security control used to protect the confidentiality of an information asset.
- c. Standard User Account – Non-privileged accounts that do not have the ability to install applications, programs, or the ability to modify operating system configurations.
- d. Elevated or Admin (ADM) Accounts – Accounts with the ability to install applications or programs on desktops / servers and/or modify operating system configurations.

6. RESPONSIBILITIES

- a. The Chief Information Security Officer (CISO) shall be responsible for oversight of all MOA Information security.
- b. All Departmental IT staff shall configure and manage MOA systems to meet or exceed these password requirements.

7. PROCEDURE

- a. Strong Password Requirements
  - i. Personnel must set a password of sufficient length and complexity according to the following standards:

- a. The password length must be 14 characters or more unless prohibited by application or system design;
  - b. The password must contain a combination of upper and lower case letters and include at least one numeric and/or special character (e.g., \$, (, %, @);
  - c. The password must not be a single word that would appear in a dictionary and must not be based on personal information (e.g., a pet name) or other identifiers (e.g., a social security number).
  - d. The password shall not be any of your previous 10 passwords.
- b. **Password Variability**
- When re-setting a password, personnel must use a new password that is substantially different from the old password. Personnel must not use passwords that are only incrementally different from the previous password (e.g., Thecowjumpedoverthemoon1, Thecowjumpedoverthemoon2, Thecowjumpedoverthemoon3.)
- c. **Application of Passwords**
- With the exception of public-access terminals or by management authorization, for example: servers, workstations, terminals and laptop computers, shall be secured with a password-protected screensaver with the automatic activation feature set at 15 minutes or less, or by logging-off when the system will be unattended.
- d. **Protections from Disclosure**
- i. Personnel must not record or store a password in any form (e.g., sticky note, notebook, electronic file) unless the password is protected by a technique (e.g., encrypted password storage application, sealed envelope in a limited-access safe, or other locked storage) and explicitly approved by IT Security via a Service Desk request. Passwords must not be inserted into electronic messages, or included in information transmitted by an electronic messaging system; the only exception is when the message is protected by an approved method or the password is a one-time use password.
  - ii. Personnel must not share a password or non-public account information assigned to them (Note: MOA technical personnel do not request passwords from personnel for any purpose).
  - iii. When a system, network, process, or application requires the use of a shared account or password, personnel must ensure that the number of individuals with the account information is limited to the minimum necessary for authorized purposes, and that the password is changed whenever there is a change in staff with knowledge of the account information.
  - iv. Personnel must immediately report any known or suspected compromise of a password to the MOA Security Office, in accordance with the MOA Incident Response Plan.

- e. Proper Administration of Passwords
  - i. Personnel tasked with system administration responsibilities must
    - (A) Ensure that MOA systems, networks, and applications are configured to store passwords only when required and only in encrypted form.
    - (B) Ensure that password history is enabled, which will prevent the reuse of any of the previous ten (10) passwords; that password expiration does not exceed 365 days for standard user accounts and 90 days for accounts with Admin (ADM) or elevated privileges.
    - (C) Ensure that initial and reset passwords are set according to the password strength standards set forth in this policy, and that account users are required to change an initial or reset password upon logon. Personnel tasked with resetting passwords must ensure that any individual requesting a reset is positively identified and that the reset password is provided by an approved method.
    - (D) Ensure that passwords for service accounts are not provided to individuals without a legitimate requirement, are disabled when not in use, and are changed whenever there is a change in service personnel.
    - (E) Ensure that a mechanism is in place for each system, network, and application account with system-level privileges that allows the actions of an administrator to be uniquely associated with that individual.
    - (F) Not assign the same password to accounts with system-level privileges as is used for non-administrator accounts.
    - (G) Ensure that vendor-supplied default passwords for systems or applications are changed before the systems or applications are used for MOA purposes.
    - (H) Review users' access rights to systems at a minimum of once a quarter.

#### 8. REVIEW DATE/LEAD REVIEW AGENCY

The Office of Information Technology Department will review this document in October of each year for any needed revisions.



**MUNICIPALITY OF ANCHORAGE  
O P E R A T I N G  
P O L I C Y / P R O C E D U R E**

P&P No.  
**28-10**

**Page 1 of 2**

Effective Date:  
**September 1, 2021**

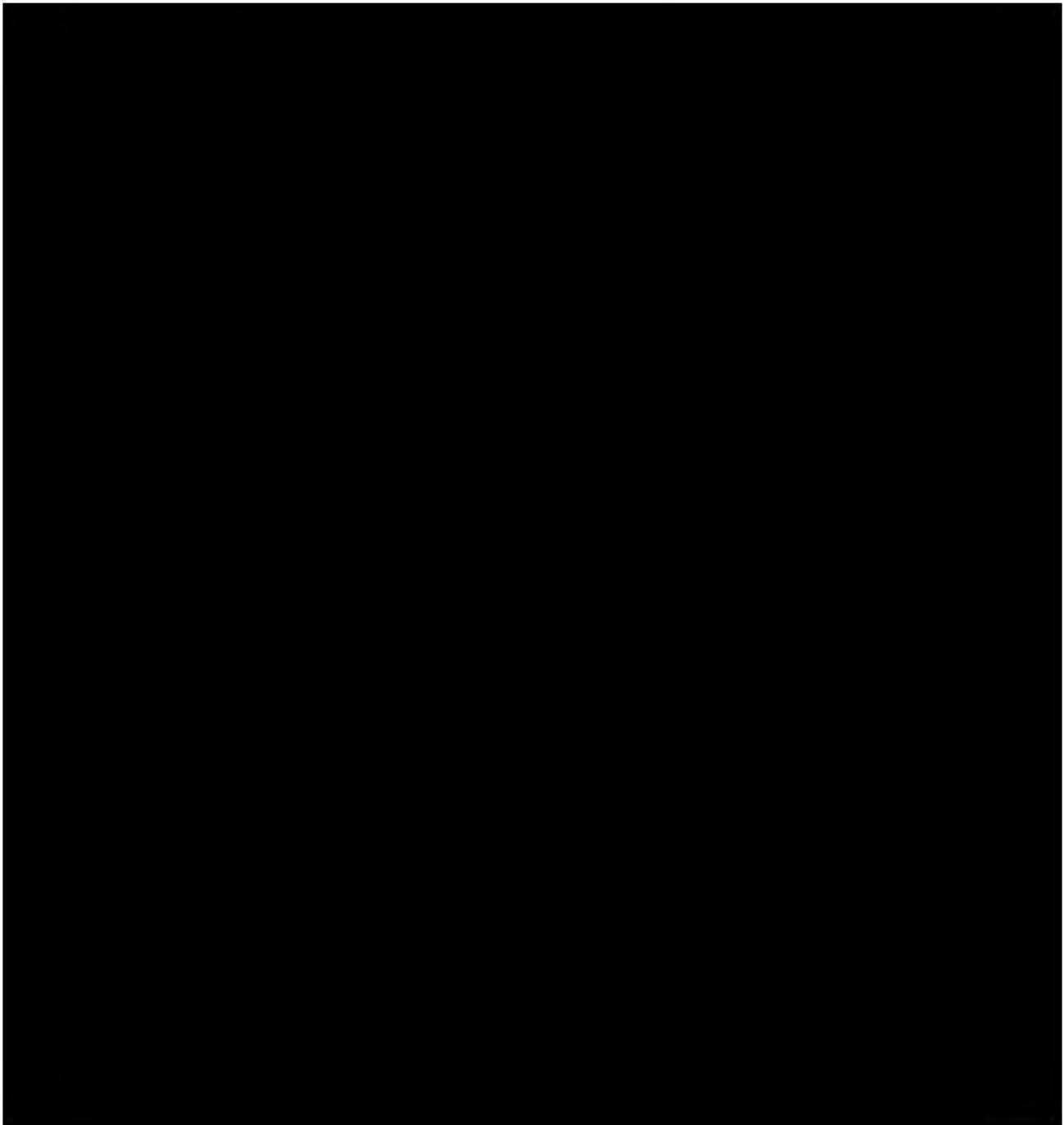
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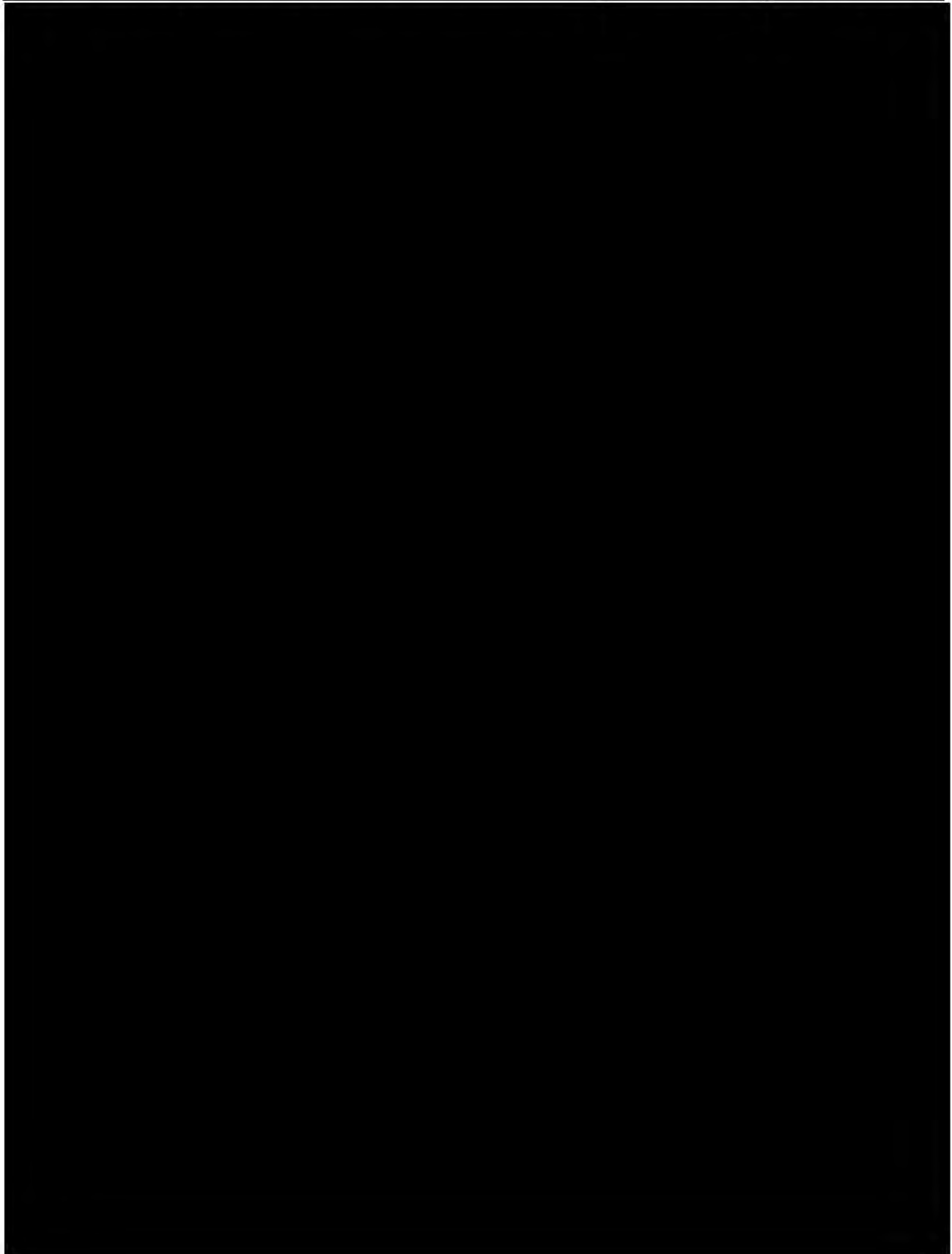
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Supersedes No.  
**NEW**

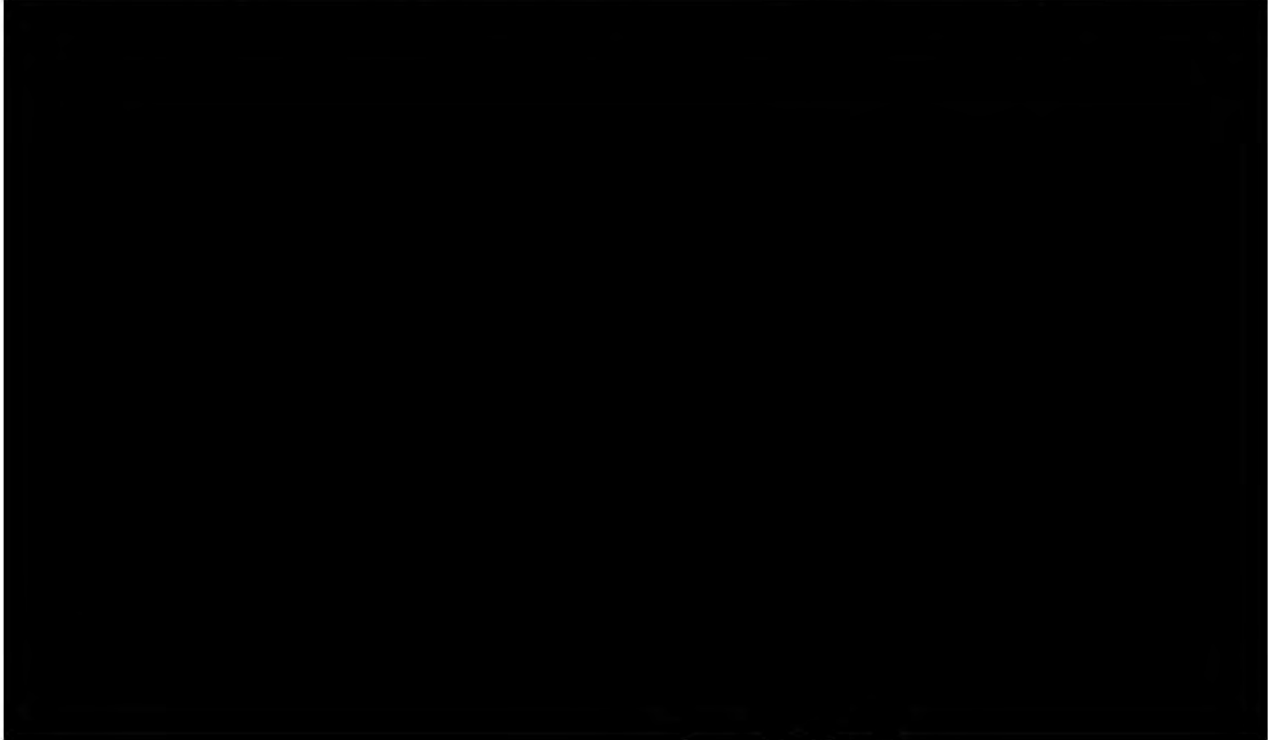
Dated:

Approved by:









MOA Inte

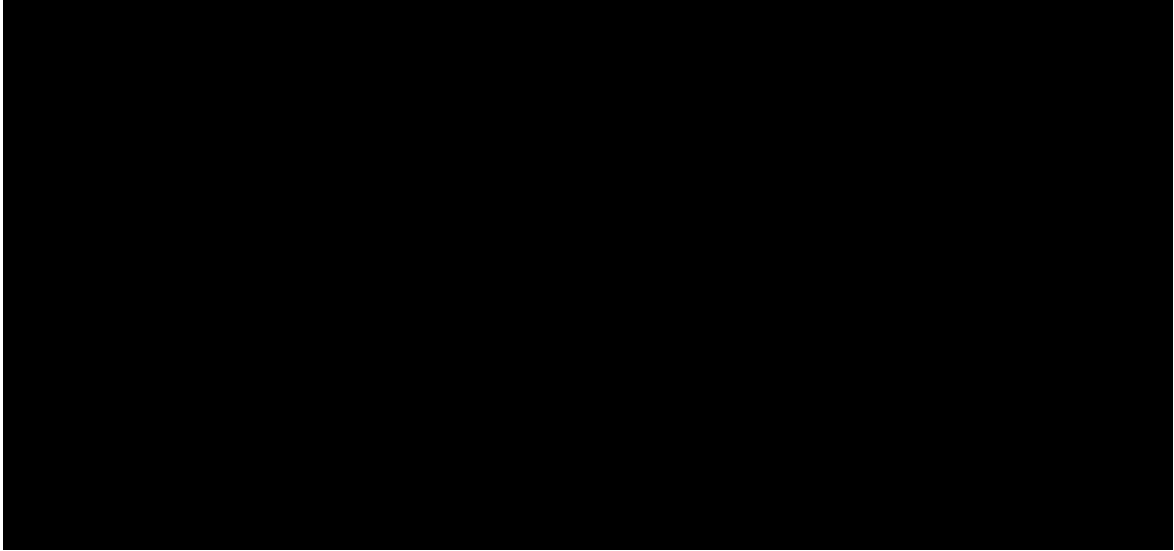
Date : 1/18/2023 1:17:01 PM

From : "Merchant, Mark A."

To : "Dahl, Marc"

Subject : Draft Round 2

Attachment : PP\_28-41\_Internet and System Connectivity011823.docx;





**MUNICIPALITY OF ANCHORAGE  
OPERATING  
POLICY/PROCEDURE**

P&P No.

28-41

Page 1 of 2

Effective Date:

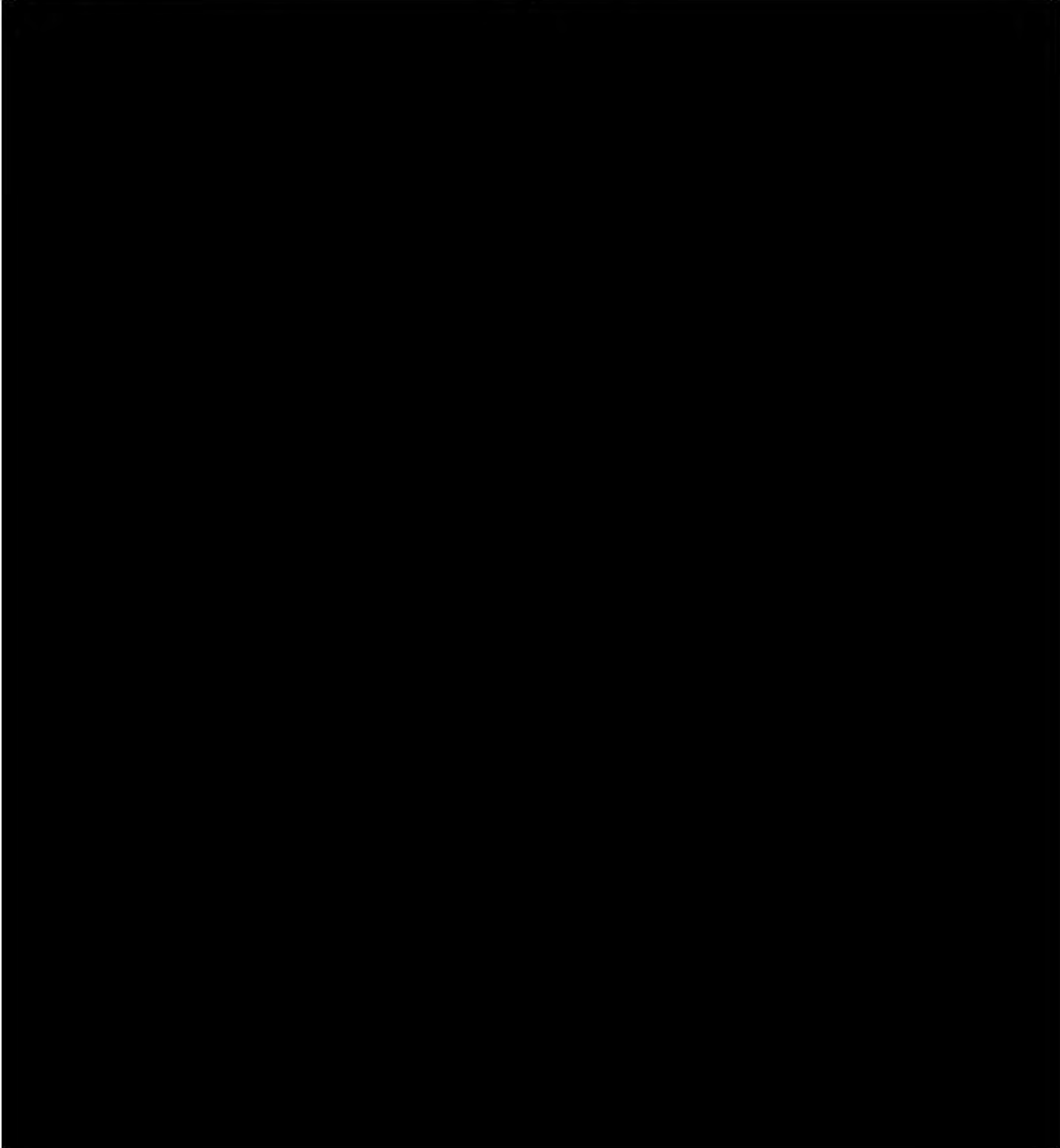
Subject:

**Minimum security requirements for internet  
and system connectivity**

Supersedes No.

Dated:

Approved by:



Subject:  
**Minimum security requirements for internet  
and system connectivity**

P&P No.  
28-41

Page 2 of 2

Subject:

**Minimum security requirements for internet  
and system connectivity**

P&P No.

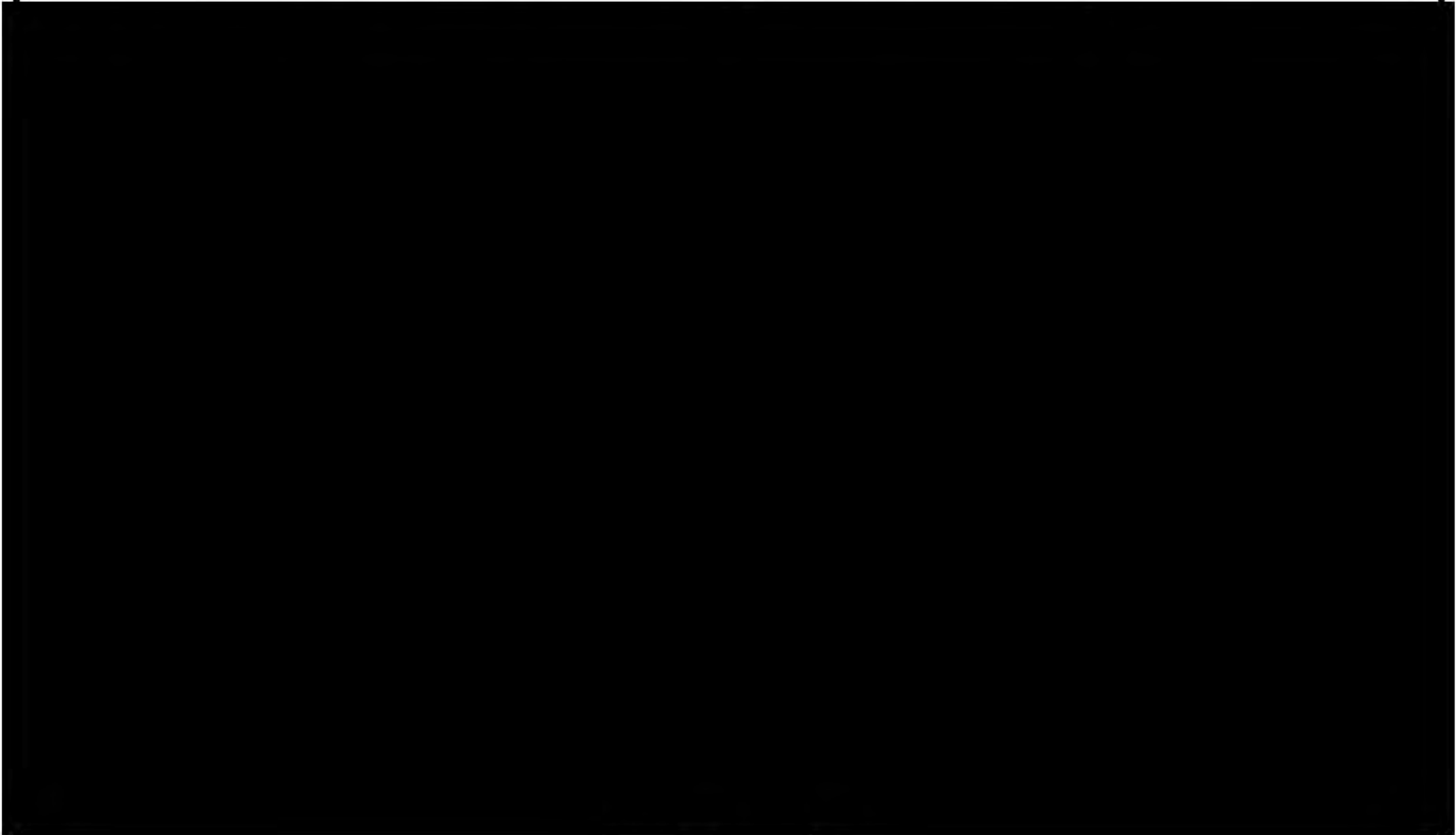
28-41

Page 2 of 2

Subject:  
**Minimum security requirements for internet  
and system connectivity**

P&P No.  
28-41

Page 2 of 2



Municipality of Anchorage  
April 4, 2023 Regular Municipal Election  
Complaint Form

OBSERVER INFORMATION	Date <u>Apr. 6, 2023</u>
	Printed Name Of Observer <u>Sami Graham</u>
	Name Of Candidate Or Organization/Group Representing <u>Trueblood</u>

COMPLAINT	<p>SPECIFIC INFORMATION REGARDING ELECTION OFFICIAL CONDUCT OR MISCONDUCT:          A thumb drive is used to transfer data from Dominion to an MOA computer. The process is questionable because we are not aware of a publically observable step to verify the thumb drive is actually blank. It is completely possible that the thumb drive is depositing or altering data, intentionally or unintentionally, not simply retrieving data. We request that anytime any device is connected to the Dominion machine, a qualified and mutually agreed upon member of M.O.A. IT dept. be present to supervise.</p>
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CODE CITATIONS	<p>CITATIONS TO APPLICABLE PROVISIONS OF ANCHORAGE MUNICIPAL CODE WHICH CONSTITUTES MISCONDUCT:  <u>Title 28. Fair &amp; honest election.</u>  <u>The integrity of elections is important to all citizens. 'on handbook' p. 6.</u></p>
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SIGNATURES	<u>Sami Graham</u> Signature of Observer	<u>Apr. 6 '23</u> Date Submitted
	<u>Janice Klein</u> Signature of Municipal Clerk or Designee	<u>4/7/23</u> Date Received

RESPONSE TO COMPLAINT DATED APRIL 6, 2023, FILED BY SAMI GRAHAM:

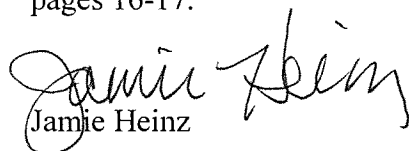
An encrypted thumb drive is inserted in the tabulations computer to download the election results which are thereafter uploaded to another computer for printing.

That thumb drive:

1. Is stored in a wall safe inside a locked room which requires a code and thumb print to open;
2. Is encrypted and reformatted each year according to Municipal IT practices; and
3. Requires a password in order to receive any download of election results.

The printed election results may be compared to the displayed computer results to ensure those results have not been changed.

The Complaint cites AMC Title 28 as authority for the alleged “misconduct.” AMC Title 28 grants authority, and responsibility, for the “overall administration of municipal elections” to the election administrator, including the “application of election related information systems, election related systems standards and procedures . . .” AMC 28.10.020C, *see* AO 2022-98, As Amended, Section 1. There is no “misconduct,” and this Complaint is treated as a suggestion related to administrative or management concerns, *see* Observer’s Handbook (12/6/2022) at pages 16-17.

  
Jamie Heinz

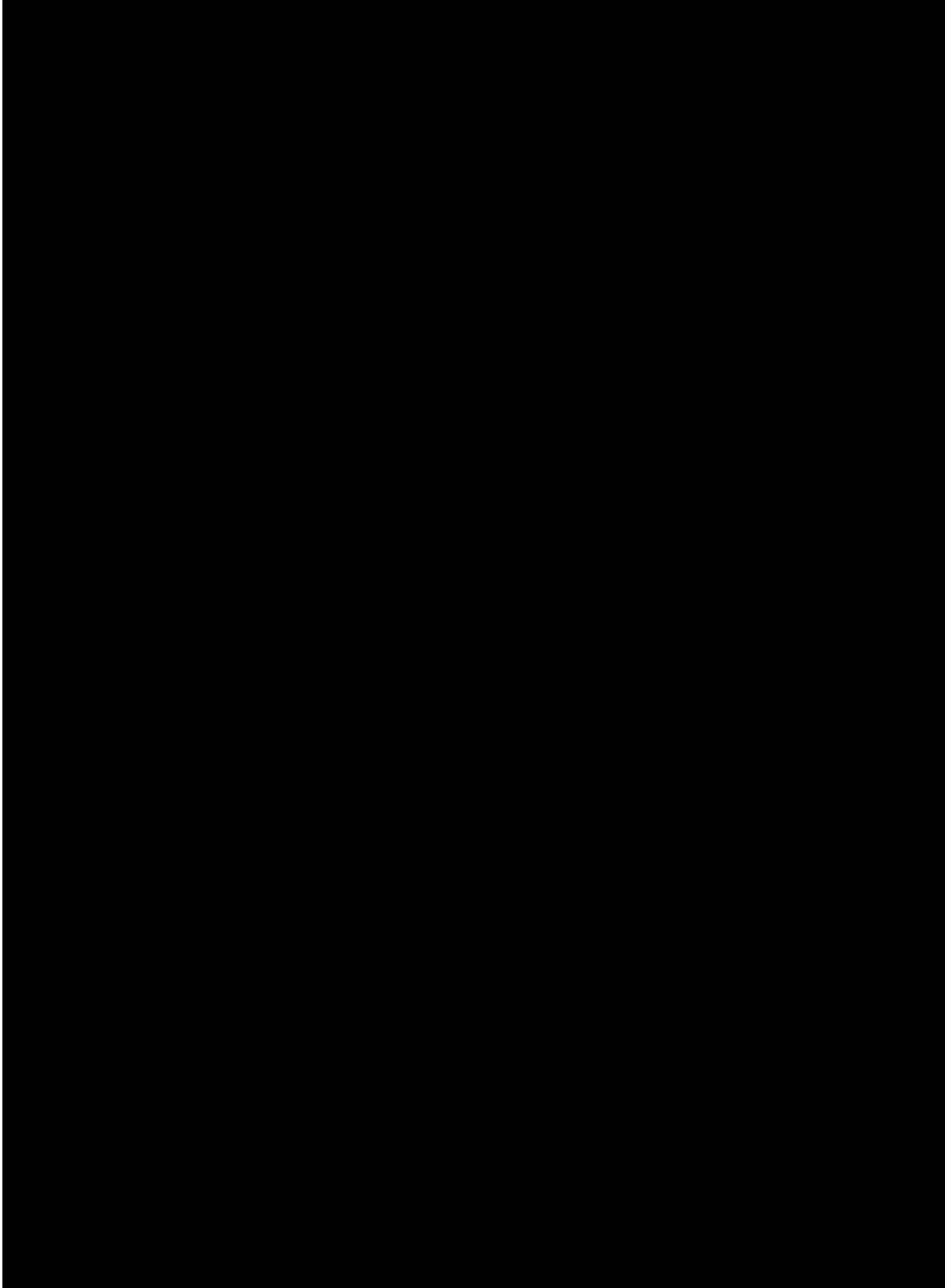
April 7, 2023

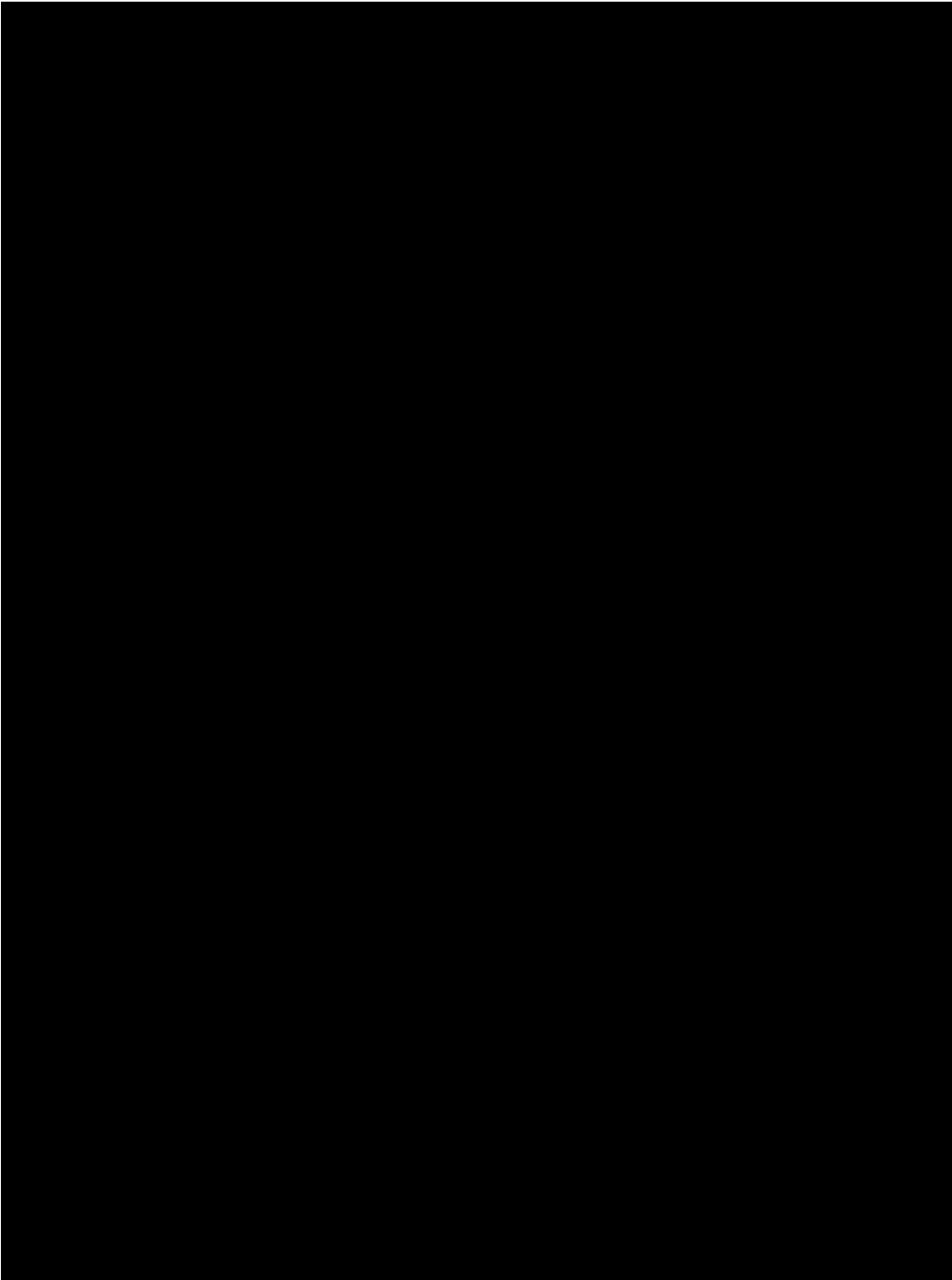
Gave copy to Sami Graham

RJ Duene  
4/7/23



**Date : 4/11/2023 9:30:00 AM**  
**From : "Merchant, Mark A."**  
**To : "Dahl, Marc" [marcus.dahl@anchorageak.gov](mailto:marcus.dahl@anchorageak.gov)**  
**Subject : RE: Draft Round 2**  
**Attachment : image001.png;**





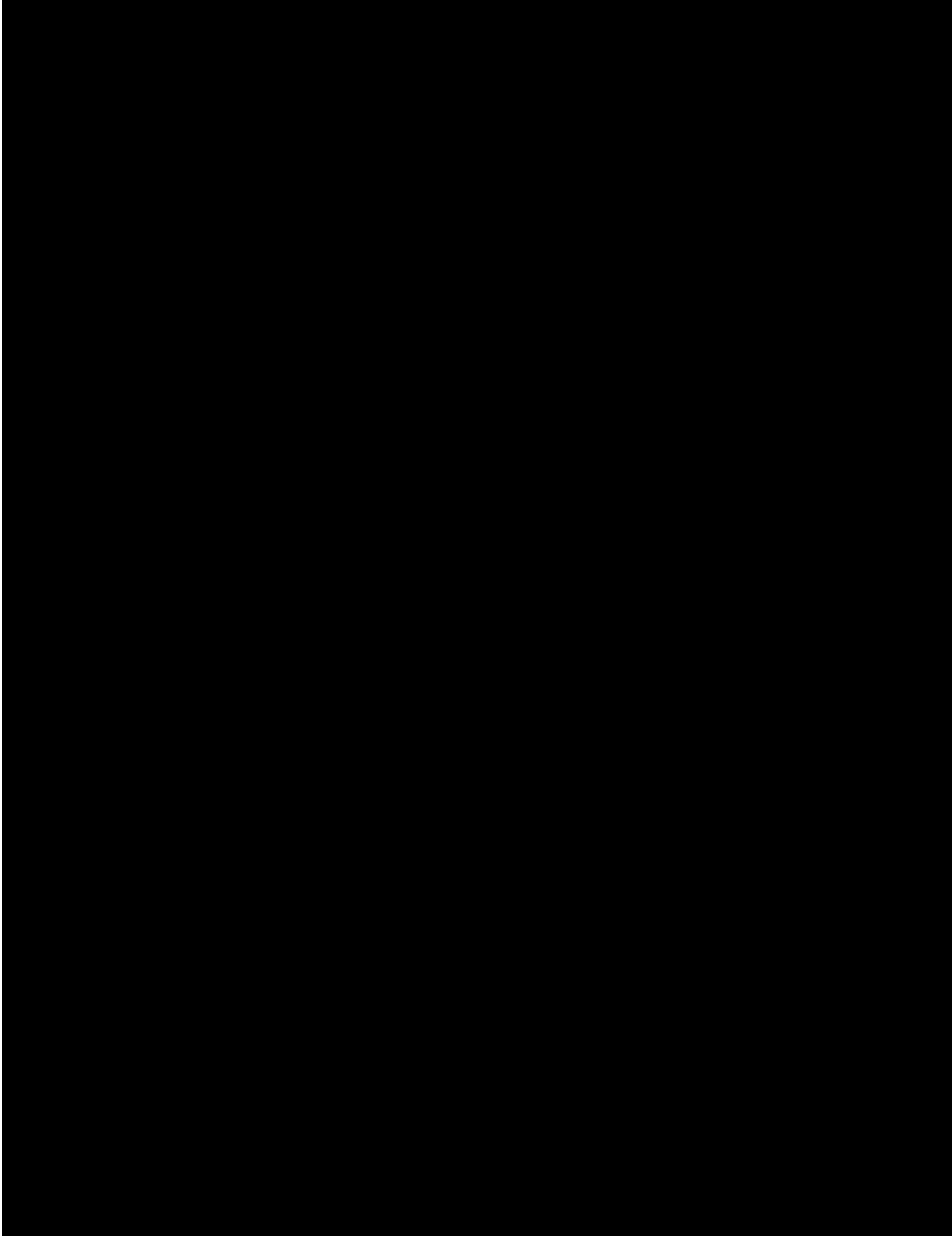
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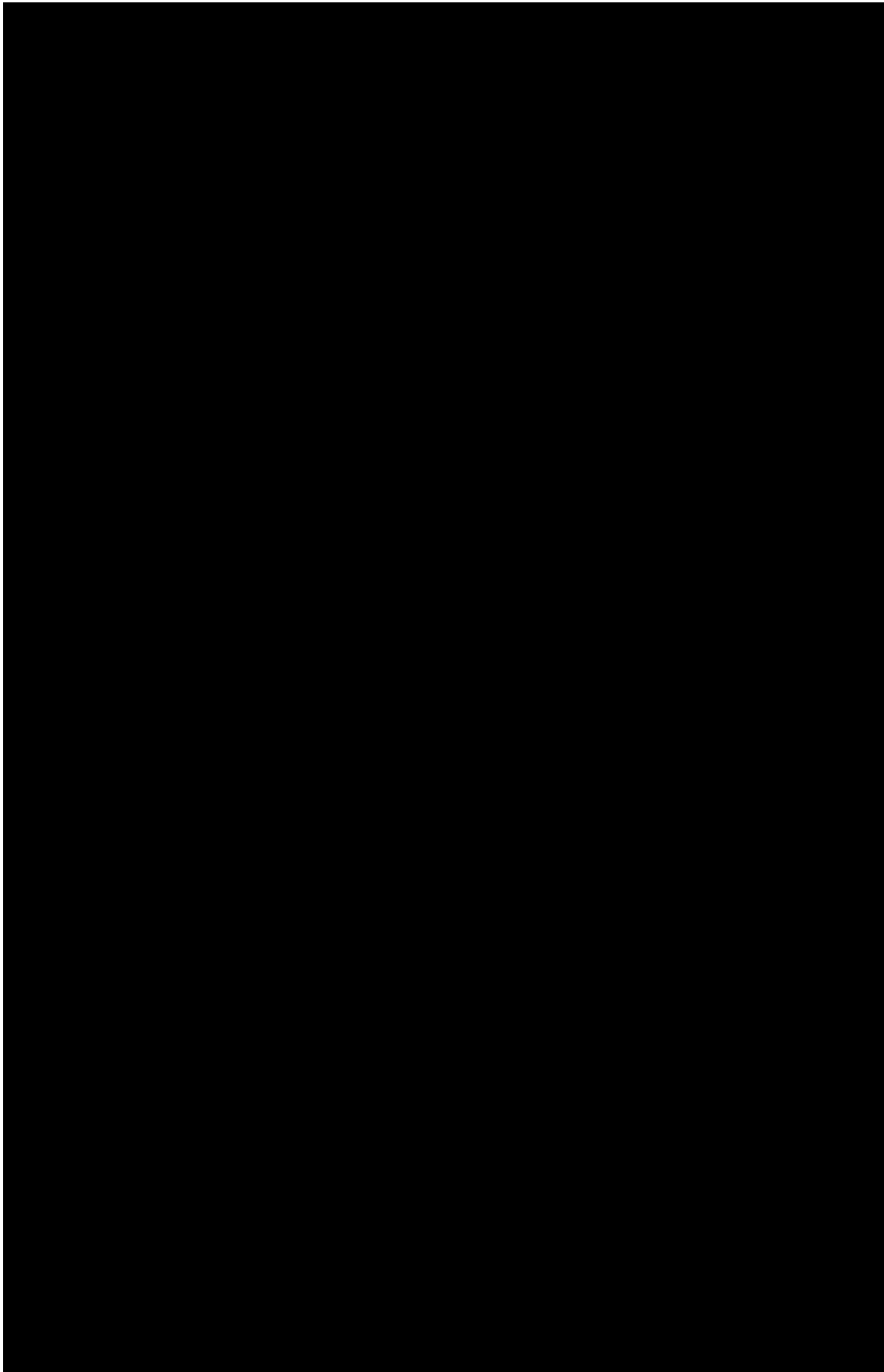
**From : "Dahl, Marc" marcus.dahl@anchorageak.gov**

**To : "Merchant, Mark A." mark.merchant@anchorageak.gov**

**Subject : RE: Draft Round 2**

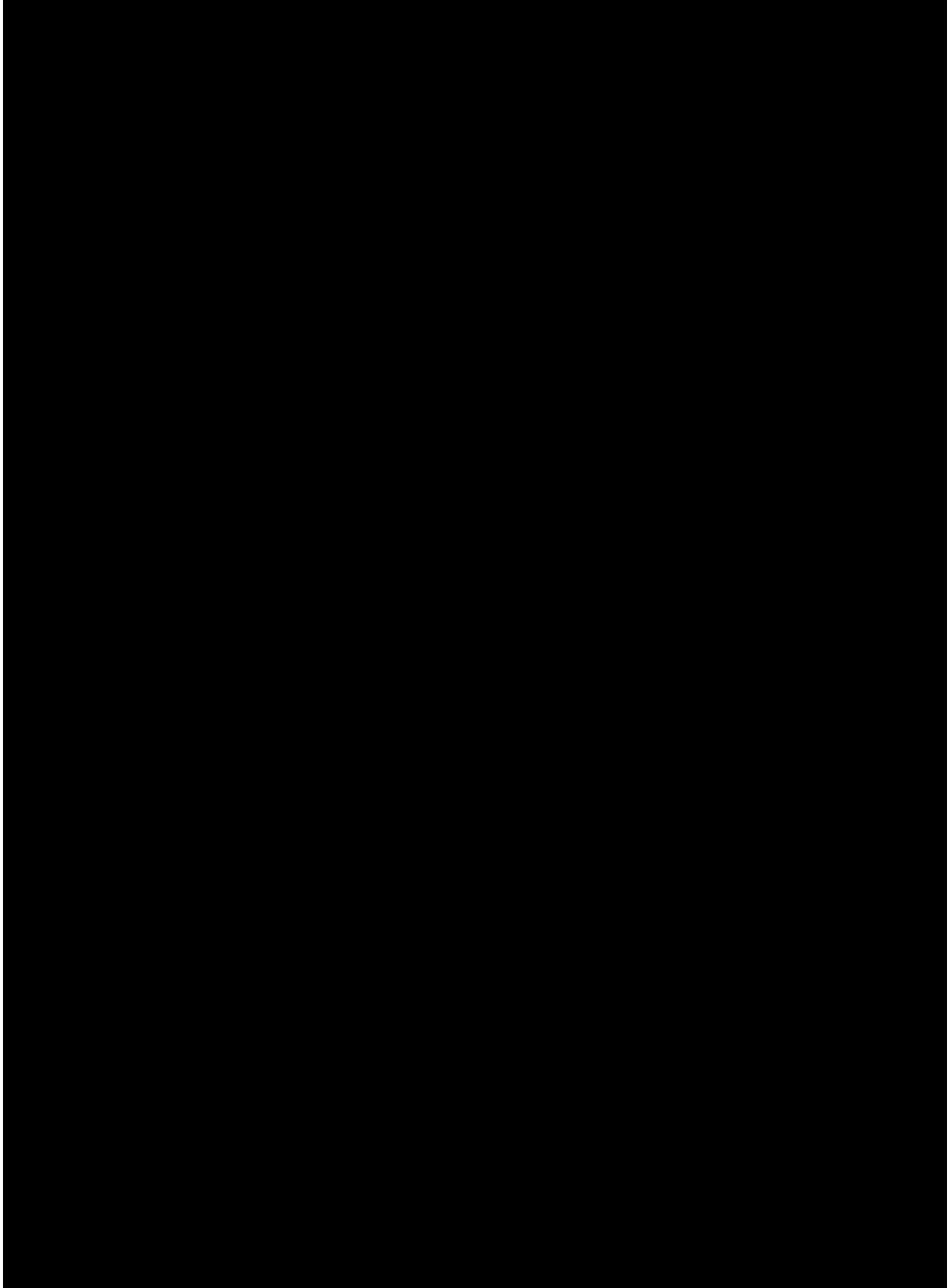
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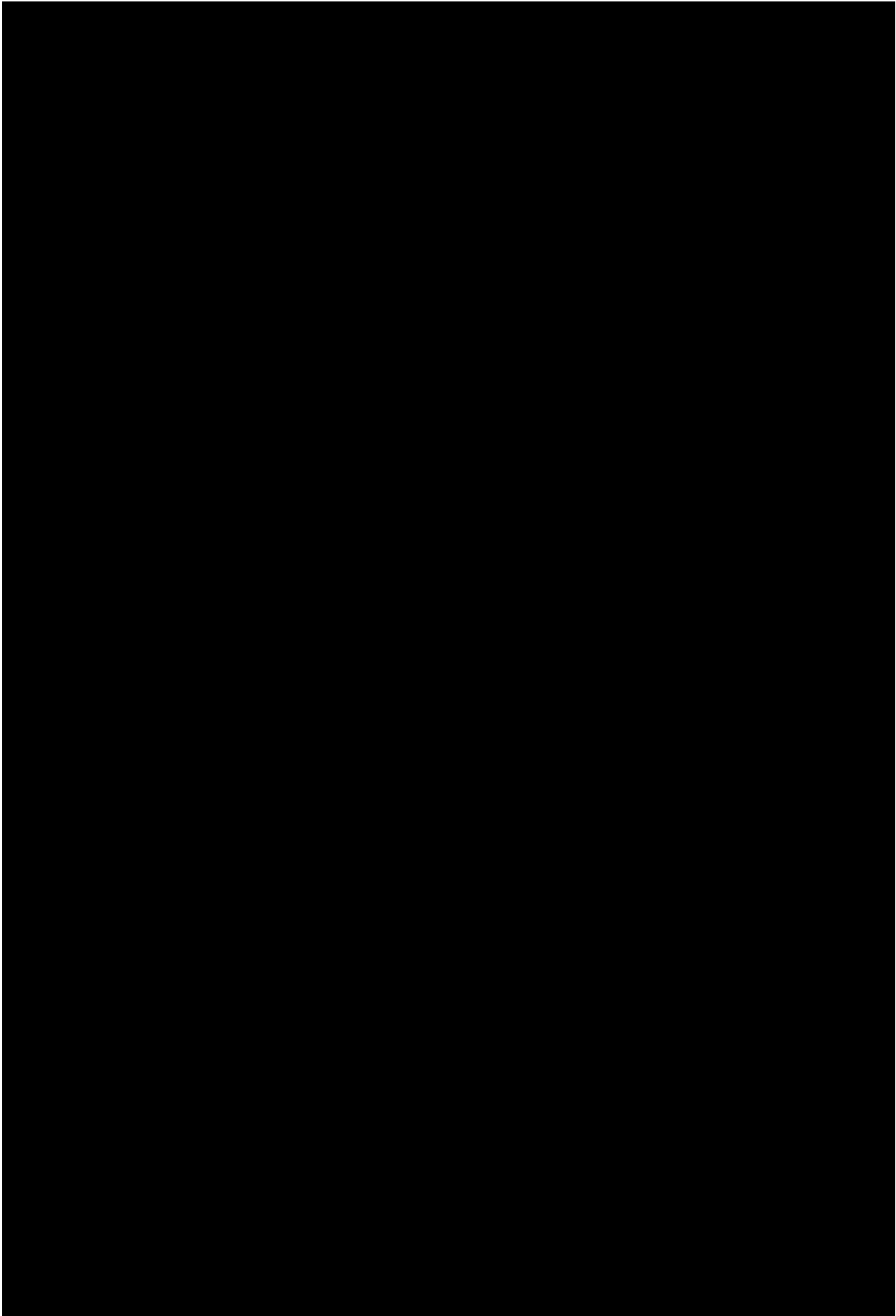


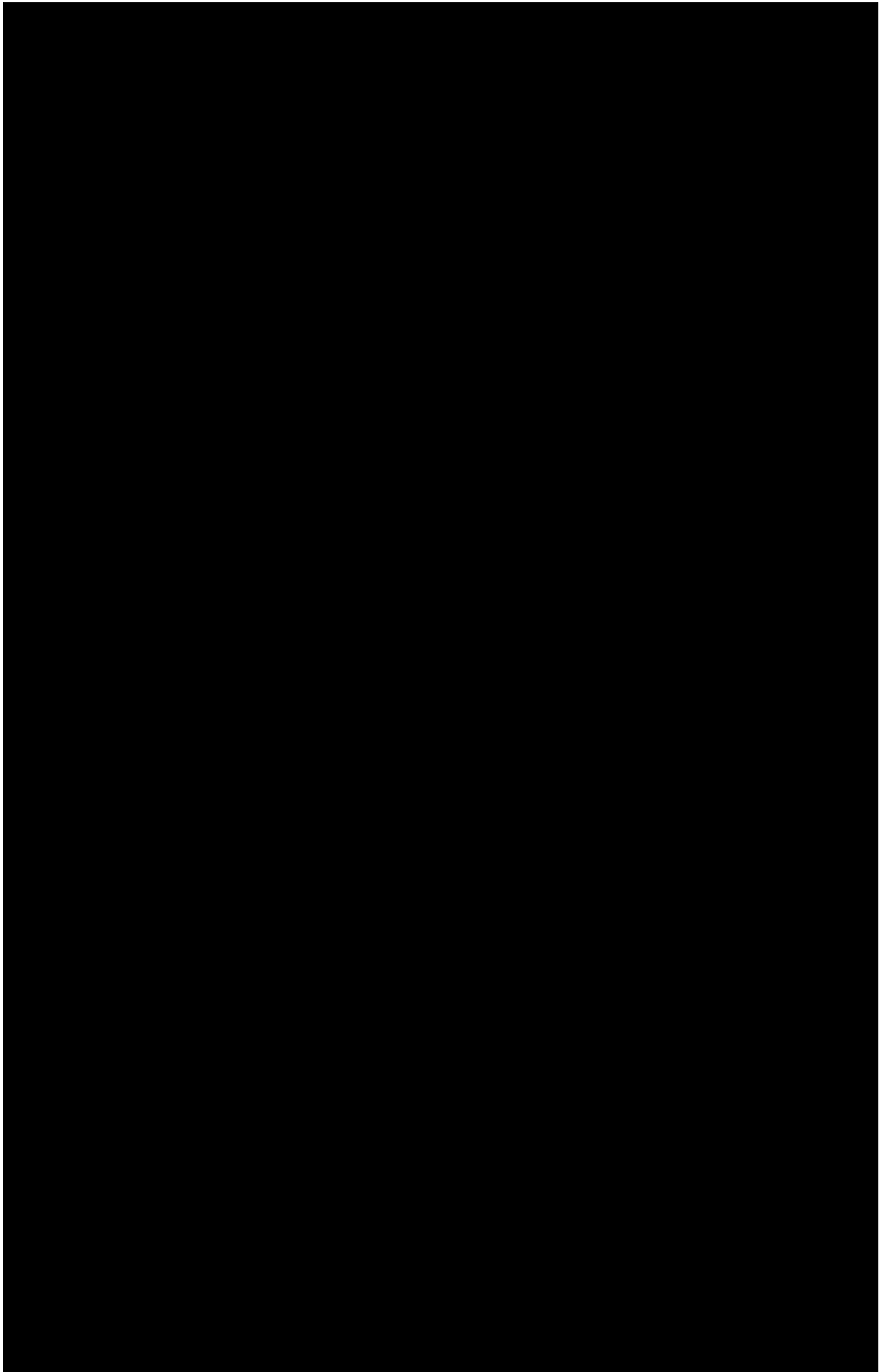




**Date : 4/11/2023 10:14:00 AM**  
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**To : "Dahl, Marc" [marcus.dahl@anchorageak.gov](mailto:marcus.dahl@anchorageak.gov)**  
**Subject : RE: Draft Round 2**  
**Attachment : image001.png;**











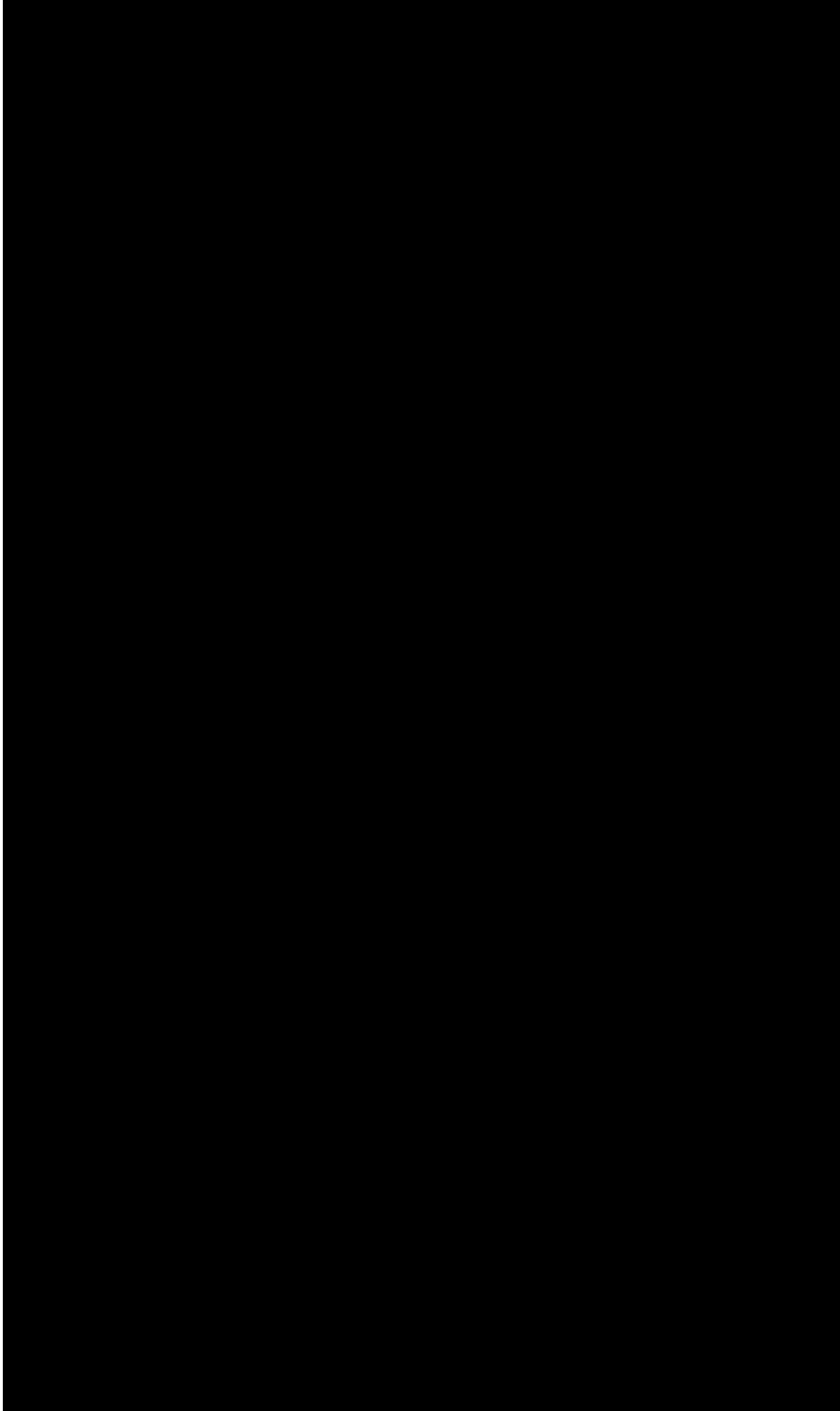
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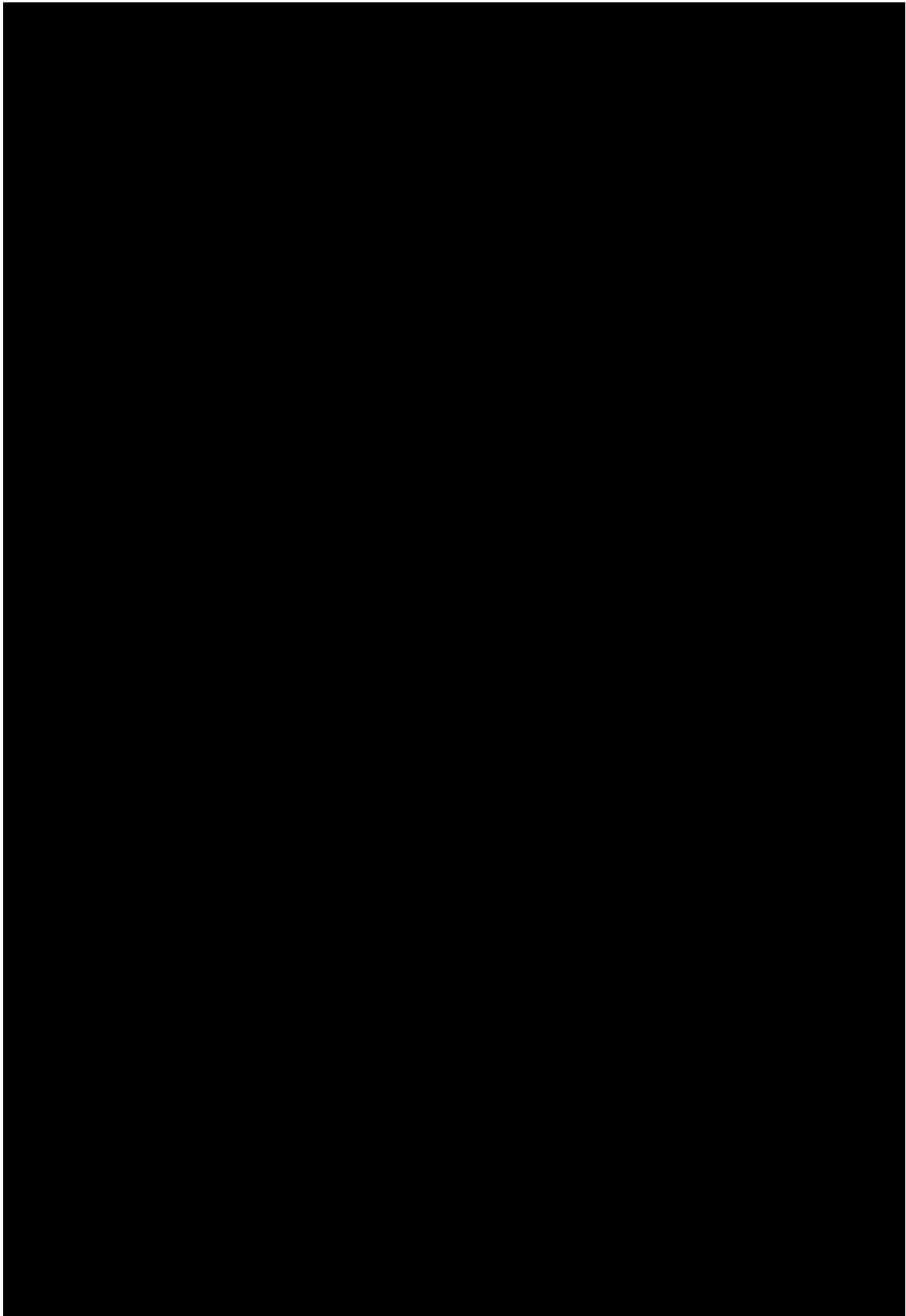
**From : "Dahl, Marc" marcus.dahl@anchorageak.gov**

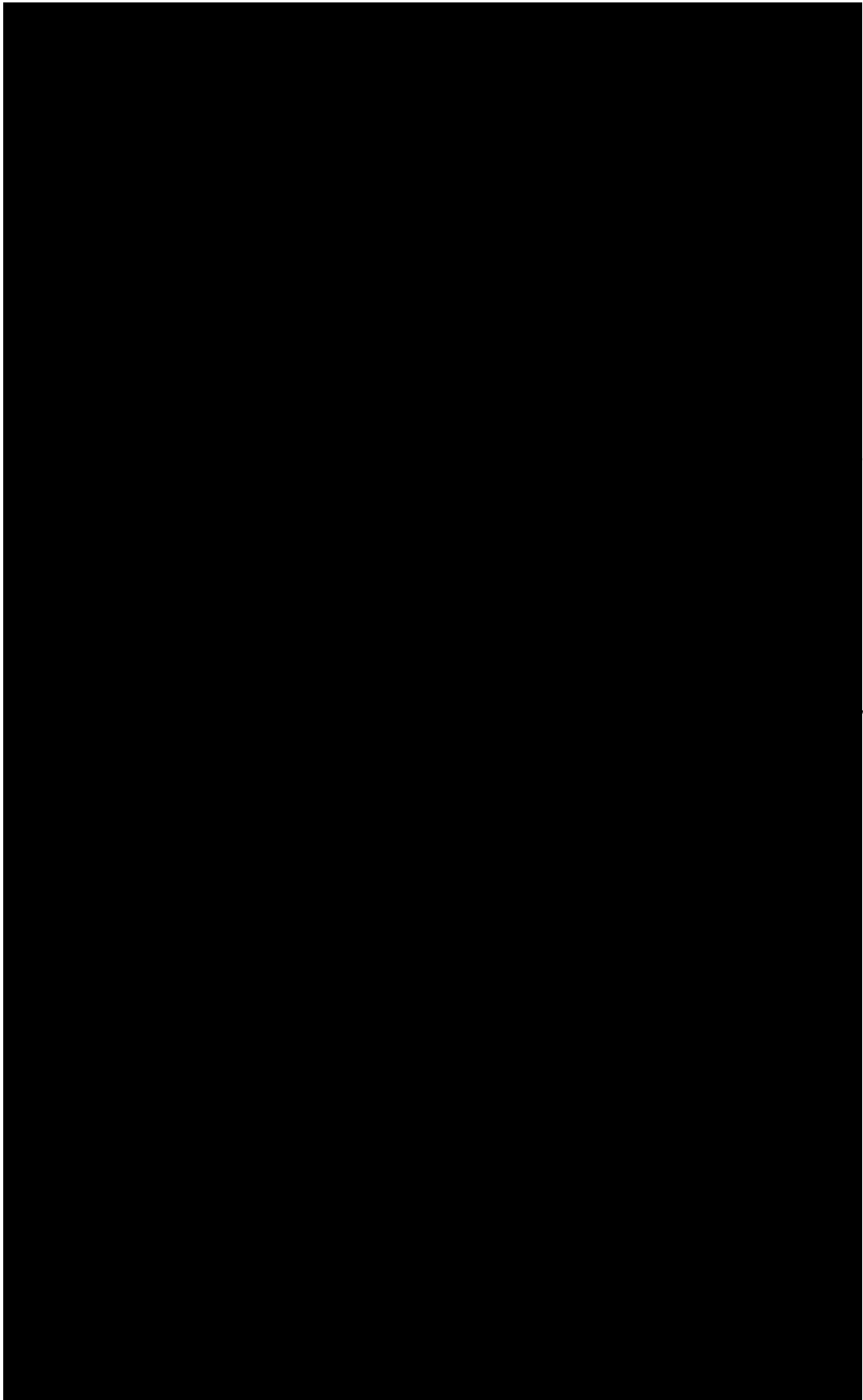
**To : "Merchant, Mark A." mark.merchant@anchorageak.gov**

**Subject : RE: Draft Round 2**

**Attachment : image001.png;**









**Date : 4/11/2023 12:16:00 PM**  
**From : "Merchant, Mark A."**  
**To : "Dahl, Marc" marcus.dahl@anchorageak.gov**  
**Subject : Latest Draft for website.**  
**Attachment : image001.png;**

Getting close...

Access to or connection of Removeable Storage (USB) devices

Personnel must not insert any unauthorized USB device into any piece of MOA owned equipment without authorization from the Information Technology Department (ITD) and only after the USB devices have been scanned for malware by ITD. All insertions into MOA critical infrastructure technology must also be approved and/or observed by ITD management and must follow ITD Change management processes and procedures regarding patch management and malware remediation.

1. USB devices includes any external device that utilizes a USB connection type (i.e., Type-A, Type-B, Mini USB, Micro USB, Type-C, USB 2.0, 3.0, etc.)
2. Critical Infrastructure includes any MOA service that if compromised would pose a great risk or cause significant impact to Municipal operations and/or resources.

(Link to Change Management Procedures)

*Thank you for helping us to protect our personal information.*

*Mark Merchant, CISSP, GCFA*

Chief Information Security Officer

MOA/Security Services

P: 907-343-6917

C: 907-305-3033

E: [mark.merchant@anchorageak.gov](mailto:mark.merchant@anchorageak.gov)

**Date : 4/11/2023 1:20:00 PM**  
**From : "Merchant, Mark A."**  
**To : "Holland, Heather M." heather.holland@anchorageak.gov**  
**Cc : "Dahl, Marc" marcus.dahl@anchorageak.gov**  
**Subject : ITD Policy Statements**  
**Attachment : image001.png;**

Good afternoon, Heather.

Can you please add a new link on this page...

<https://anchorageak.sharepoint.com/sites/CyberSecurity> called "ITD Policy Statements."

Then on the ITD Policy Statements page I would like to add this language to start off and then we can add other IT policy statements as well. All statements must be approved by the Director prior to posting. This is one Marc would like to put up as soon as possible.

#### Access to or connection of Removeable Storage (USB) devices

Personnel must not insert any unauthorized USB device into any piece of MOA owned equipment without authorization from the Information Technology Department (ITD) and only after the USB devices have been scanned for malware by ITD. All insertions into MOA critical infrastructure technology must also be approved and/or observed by ITD management and must follow ITD Change management processes and procedures regarding patch management and malware remediation.

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*Thank you for helping us to protect our personal information.*

*Mark Merchant, CISSP, GCFA*

Chief Information Security Officer

MOA/Security Services

P: 907-343-6917

C: 907-305-3033

E: [mark.merchant@anchorageak.gov](mailto:mark.merchant@anchorageak.gov)





**Date :** 4/11/2023 1:31:19 PM  
**From :** "Holland, Heather M." heather.holland@anchorageak.gov  
**To :** "Merchant, Mark A." mark.merchant@anchorageak.gov  
**Cc :** "Dahl, Marc" marcus.dahl@anchorageak.gov  
**Subject :** RE: ITD Policy Statements  
**Attachment :** image002.png;image003.png;

Good afternoon Mark,  
Sure thing, the new page is at  
<https://anchorageak.sharepoint.com/sites/CyberSecurity/SitePages/ITD-Policy-Statements.aspx>  
I have added a link in the Additional Information and External Sites listing, please let me know what you would like to have adjusted.

Thank you!

**Heather Holland**  
*System Analyst*  
**Municipality of Anchorage**  
**Information Technology Department**  
632 W 6th Avenue, Suite 430  
Anchorage, AK 99501  
**Phone** 907.343.6899  
**Email** [heather.holland@anchorageak.gov](mailto:heather.holland@anchorageak.gov)

---

**From:** Merchant, Mark A. <mark.merchant@anchorageak.gov>  
**Sent:** Tuesday, April 11, 2023 1:20 PM  
**To:** Holland, Heather M. <heather.holland@anchorageak.gov>  
**Cc:** Dahl, Marc <marcus.dahl@anchorageak.gov>  
**Subject:** ITD Policy Statements

Good afternoon, Heather.

Can you please add a new link on this page...  
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Chief Information Security Officer

MOA/Security Services

P: 907-343-6917

C: 907-305-3033

E: [mark.merchant@anchorageak.gov](mailto:mark.merchant@anchorageak.gov)

**Date :** 4/11/2023 1:34:00 PM  
**From :** "Merchant, Mark A."  
**To :** "Holland, Heather M." heather.holland@anchorageak.gov  
**Cc :** "Dahl, Marc" marcus.dahl@anchorageak.gov  
**Subject :** RE: ITD Policy Statements  
**Attachment :** image001.png;image002.png;

Wow! That was fast. I'll talk to Marc about your bonus. 😊

*Thank you for helping us to protect our personal information.*

*Mark Merchant, CISSP, GCFA*

Chief Information Security Officer

MOA/Security Services

P: 907-343-6917

C: 907-305-3033

E: [mark.merchant@anchorageak.gov](mailto:mark.merchant@anchorageak.gov)

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**From:** Holland, Heather M. <heather.holland@anchorageak.gov>

**Sent:** Tuesday, April 11, 2023 1:31 PM

**To:** Merchant, Mark A. <mark.merchant@anchorageak.gov>

**Cc:** Dahl, Marc <marcus.dahl@anchorageak.gov>

**Subject:** RE: ITD Policy Statements

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Thank you!

**Heather Holland**

*System Analyst*

**Municipality of Anchorage**

**Information Technology Department**

632 W 6th Avenue, Suite 430

Anchorage, AK 99501

**Phone** 907.343.6899

**Email** [heather.holland@anchorageak.gov](mailto:heather.holland@anchorageak.gov)

---

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**Sent:** Tuesday, April 11, 2023 1:20 PM  
**To:** Holland, Heather M. <[heather.holland@anchorageak.gov](mailto:heather.holland@anchorageak.gov)>  
**Cc:** Dahl, Marc <[marcus.dahl@anchorageak.gov](mailto:marcus.dahl@anchorageak.gov)>  
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*Thank you for helping us to protect our personal information.*

*Mark Merchant, CISSP, GCFA*

Chief Information Security Officer

MOA/Security Services

P: 907-343-6917

C: 907-305-3033

E: [mark.merchant@anchorageak.gov](mailto:mark.merchant@anchorageak.gov)

**Date : 4/11/2023 2:00:00 PM**  
**From : "Dahl, Marc"**  
**To : "Dahl, Marc" [marcus.dahl@anchorageak.gov](mailto:marcus.dahl@anchorageak.gov)**  
**Subject : IT USB Policy**  
**Attachment : image001.png;**

[ITD Policy Statements \(sharepoint.com\)](#)

# **ITD Policy Statements**

## **Access to or connection of Removeable Storage (USB) devices**

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**Marcus Dahl**  
**Chief Information Technology Officer**  
**Municipality of Anchorage**  
**Information Technology Department**  
632 W 6<sup>th</sup> Avenue, Suite 430  
Anchorage, AK 99501  
**Office: (907) 343-6900**  
**Email: [marcus.dahl@anchorageak.gov](mailto:marcus.dahl@anchorageak.gov)**

**Date : 4/11/2023 2:37:00 PM**  
**From : "Dahl, Marc"**  
**To : "alaskansam@yahoo.com" alaskansam@yahoo.com**  
**Subject : IT USB Policy**  
**Attachment : image001.png;**

Published on the internal IT Security web page [ITD Policy Statements \(sharepoint.com\)](#)

# **ITD Policy Statements**

## **Access to or connection of Removeable Storage (USB) devices**

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**Marcus Dahl**  
**Chief Information Technology Officer**  
**Municipality of Anchorage**  
**Information Technology Department**  
632 W 6<sup>th</sup> Avenue, Suite 430  
Anchorage, AK 99501  
**Office: (907) 343-6900**  
**Email: [marcus.dahl@anchorageak.gov](mailto:marcus.dahl@anchorageak.gov)**



Municipality of Anchorage  
April 4, 2023 Regular Municipal Election

Election Commission - Failure to Comply with Law or Alleged Illegal Election Practices

OBSERVER INFORMATION	April 11, 2023 Date
	Sami Graham / DANIEL E. SMITH / JOHN HENRY Printed Name Of Observer
	Trueblood Name Of Candidate Or Organization/Group Representing

EXPLANATION OF EVENTS	EXPLANATION OF ALL EVENTS CREATING THE CONCERN:
	As an appeal to comments received on Apr. 6, 2023, from Jamie Heinz, and references to MOA ITD practices, according to MOA ITD policy statement <input checked="" type="checkbox"/> Personnel must not insert any unauthorized USB device into any piece of MOA owned equipment without authorization from The Information Technology Dept (ITD) and only after the USB devices have been scanned for malware by ITD. All insertions into MOA critical infrastructure technology must also be approved and/or observed by ITD management and must follow ITD change management processes and procedures regarding patch management & malware remediation. We believe the clerk's current practices in relation to

Thumb drive statement is a clear violation of the MOA ITD USB Policy Statement

CODE CITATIONS	CITATIONS TO APPLICABLE PROVISIONS OF ANCHORAGE MUNICIPAL CODE WHICH WERE NOT COMPLIED WITH:
	MOA ITD USB Policy Statement - regarding election clerk's response #2, dated April 7, '23



AFFECTS TO OUTCOME OF ELECTION	<p>EXPLANATION OF HOW THE CONCERN WOULD CHANGE THE OUTCOME OF THE ELECTION IF FOUND TO BE TRUE:</p> <p>It is completely possible that the USB device is depositing or altering data, intentionally or unintentionally, not simply retrieving data, thereby nullifying the results of the election.</p> <p>"Critical infrastructure includes any MOA service that if compromised would pose a great risk or cause significant impact to municipal operations and or resources."</p>
--------------------------------	--

SIGNATURES	<p><i>Sabri N. Khan</i> <i>Paul Smith</i> <i>John King</i></p> <p>Signature of Observer <span style="float: right;">Apr. 11, 2023</span></p> <p>Date Submitted</p>
	<p>Signature of Municipal Clerk or Designee <span style="float: right;">Date Received</span></p>

**Date : 4/14/2023 11:31:00 AM**  
**From : "Dahl, Marc"**  
**To : "alaskansam@yahoo.com" alaskansam@yahoo.com**  
**Subject : FW: 04182023S Municipal Assembly Agenda - FINAL**

See this proposed code update being introduced at the next assembly.

5.A. Ordinance No. AO 2023-45, an ordinance of the Anchorage Assembly amending Anchorage Municipal Code Section (AMC) 2.30.020 to recognize the decision making authority of the assembly with respect to uncodified mayoral directives, policies and procedures, and other uncodified policies and administrative practices as applied to the legislative branch, and amending AMC section 3.50.010 accordingly, Assembly Vice-Chair Constant.

-----Original Message-----

From: Sleppy, Karissa M. <karissa.sleppy@anchorageak.gov>  
Sent: Friday, April 14, 2023 10:41 AM  
Subject: 04182023S Municipal Assembly Agenda - FINAL  
Importance: High

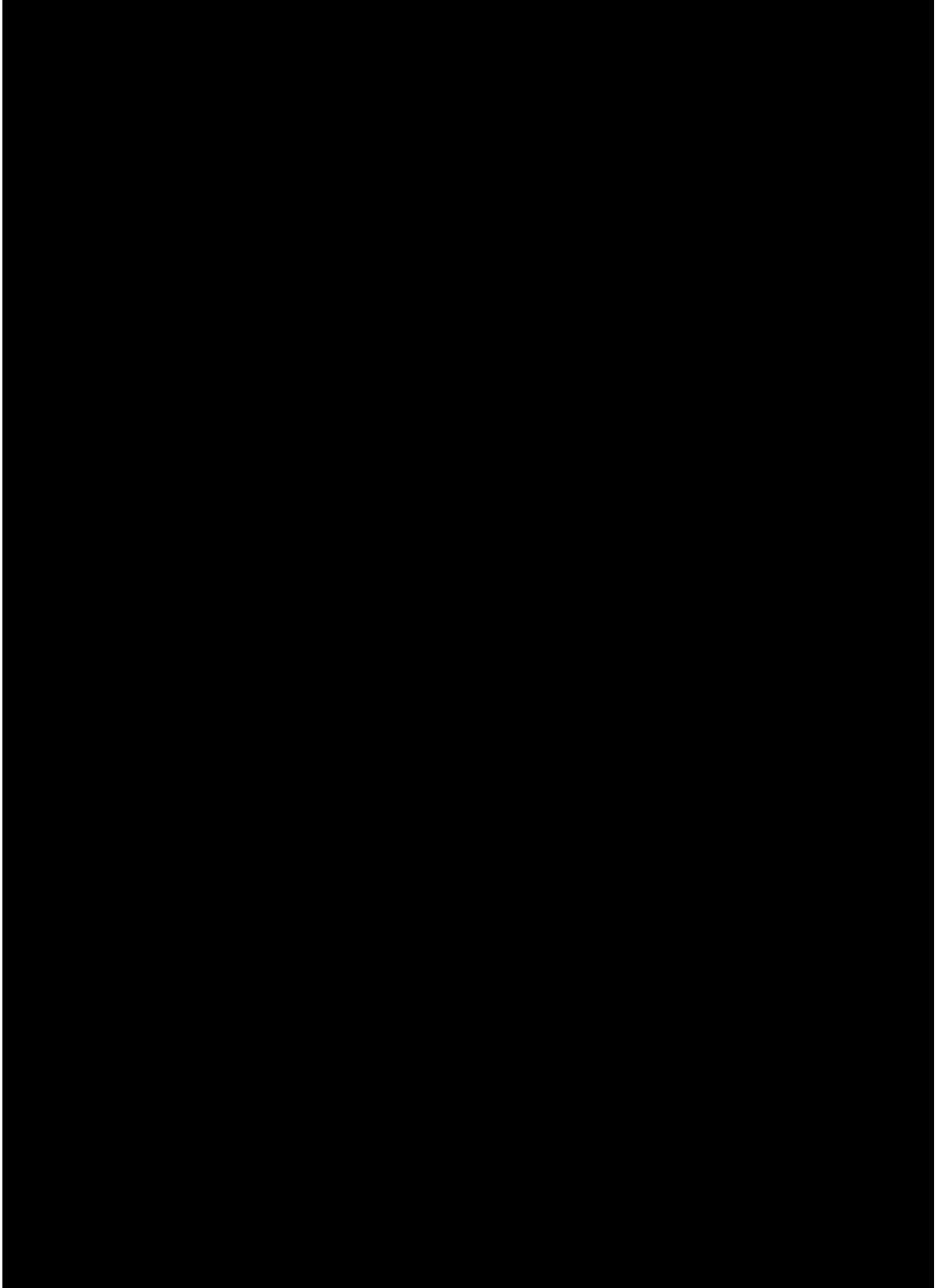
Your message is ready to be sent with the following file or link attachments:

04182023S\_Final

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

**Date : 4/14/2023 1:29:00 PM**  
**From : "Dahl, Marc"**  
**To : "Helzer, Anne" Anne.Helzer@anchorageak.gov**  
**Subject : FW: 04182023S Municipal Assembly Agenda - FINAL**

Anne,





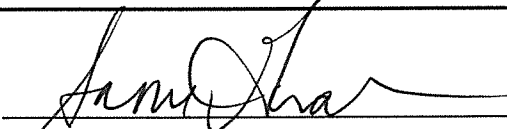
Municipality of Anchorage  
April 4, 2023 Regular Municipal Election  
Election Commission - Failure to Comply with Law or Alleged Illegal Election Practices

OBSERVER INFORMATION	<p><u>Apr. 14, 2023</u> Date</p> <hr/> <p><u>Sami Graham</u> Printed Name Of Observer</p> <hr/> <p><u>Trueblood</u> Name Of Candidate Or Organization/Group Representing</p>
----------------------	--

EXPLANATION OF EVENTS	<p>EXPLANATION OF ALL EVENTS CREATING THE CONCERN:</p> <p>An appeal dated April 11, 2023, appealing a challenge dated Apr. 6, 23 concerning the practice of inserting a thumb drive into the Dominion System to transfer election data to a municipal computer. The appeal was raised because the clerk's office stated they were following MOA ITD. policy and yet they are in direct violation of MOA ITD USB policy. On Friday, April 14, 23 the Assembly item 15.A. No. 2023-45, written by Christopher Constant - a candidate in the current election - is a direct response to the appeal dated Apr. 11. It changes the processes and procedures of an election during the middle of an election.</p>
-----------------------	---

CODE CITATIONS	<p>CITATIONS TO APPLICABLE PROVISIONS OF ANCHORAGE MUNICIPAL CODE WHICH WERE NOT COMPLIED WITH:</p> <p>How did Christopher Constant get information concerning an appeal that was supposed to go to the Election Commission?</p> <p>MOA ITD. USB Policy Statement</p>
----------------	---

AFFECTS TO OUTCOME OF ELECTION	<p>EXPLANATION OF HOW THE CONCERN WOULD CHANGE THE OUTCOME OF THE ELECTION IF FOUND TO BE TRUE:</p> <p>Again: It is completely possible that the USB device is depositing or altering data, intentionally or unintentionally, not simply retrieving data, thereby nullifying the results of the election.</p> <p>"Critical Infrastructure includes any MOA service that if compromised would pose a great risk or cause significant impact to municipal operations and on resources."</p> <p>Why would the clerk refuse to allow the IT Dept. to follow policy/procedures?</p>
--------------------------------	--

SIGNATURES	<p></p> <p>Signature of Observer</p>	<p>APR. 14, 23</p> <p>Date Submitted</p>
	<p>Signature of Municipal Clerk or Designee</p>	<p>Date Received</p>

From: [Jamie L. Heinz](mailto:Jamie.Heinz@alaska.gov)  
To: [alaskaelections@alaska.gov](mailto:alaskaelections@alaska.gov)  
Cc: [electoral@alaska.gov](mailto:electoral@alaska.gov); [Barbara Hedley](mailto:Barbara.Hedley@alaska.gov); [Janoc, Barbara A](mailto:Janoc, Barbara A)  
Subject: 2nd Appeal Re. Thumb Drive  
Date: Saturday, April 14, 2023 12:07:00 PM  
Attachments: [2nd appeal.pdf](#)  
[Special Meeting](#)  
[181-1807-2023-1-Anchor Election Agenda - 110A.mtg](#)  
[1807-2023-1-Anchor Election Agenda - 110A.mtg](#)  
[1807-2023-1-Anchor Election Agenda - 110A.mtg](#)

---

Dear Ms. Graham,

This email is in response to your second appeal regarding the thumb drive, which was filed on Friday, April 14<sup>th</sup>. In this second appeal, you note AO 2023-45 as item 5.A. on the Special Meeting Agenda for Tuesday, April 18<sup>th</sup>. Please note that the items up for public hearing at the April 18<sup>th</sup> meeting were introduced at the April 7<sup>th</sup> Special Meeting. Attached, you will find an email stating that the agenda deadline for items to be submitted to the Clerk's Office for inclusion in the April 7<sup>th</sup> Special Meeting was noon on Wednesday, April 5<sup>th</sup>. Also attached, you will find an email, sent out at 10:57 a.m. on Thursday, April 6<sup>th</sup>, which provides the entire packet of materials for the April 7<sup>th</sup> Special Meeting. You will see included in that packet, item 6.A., AO 2023-45.

This ordinance was in the works and submitted to the Clerk's Office before noon on Wednesday, April 5<sup>th</sup> which is before your initial complaint was submitted the afternoon of April 6<sup>th</sup> and the timing is purely coincidence.

Jamie

**Jamie Heinz, MMC**  
Election Administrator  
**Municipality of Anchorage Elections**  
907-543-4320  
[www.muni.org/elections](http://www.muni.org/elections)

*MOA Elections Mission: We believe in fair, accurate, and accessible elections. In order to increase voter turnout, we serve and educate the community. By building and sustaining our relationships with voters, election workers, and others, we work to increase public participation in the democratic process of local government. Ver. 1.0*

*Messages to and from this email address may be available to the public under Alaska Public Records Law.*

**From:** [Veneklasen, Jennifer O.](#)  
**To:** [Heinz, Jamie L.](#)  
**Subject:** FW: 04072023S Municipal Assembly Agenda - FINAL  
**Date:** Friday, April 14, 2023 3:40:43 PM  
**Attachments:** [Assembly - Special - Meeting Packet - 4-7-2023 \(4-6-2023 9 19 51 AM\).pdf](#)  
**Importance:** High

---

This is when the assembly meeting packet materials were sent to members and administration, as well as published online.

-----Original Message-----

**From:** Sleppy, Karissa M. <karissa.sleppy@anchorageak.gov>  
**Sent:** Thursday, April 6, 2023 10:57 AM  
**Subject:** 04072023S Municipal Assembly Agenda - FINAL  
**Importance:** High

Your message is ready to be sent with the following file or link attachments:

04072023S\_Final  
Agenda and packet included

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.



**From:** [Veneklasen, Jennifer O.](#)  
**To:** [Heinz, Jamie L.](#)  
**Subject:** FW: Notification: Agenda Deadline Reminder for April 7, 2023 Special  
**Date:** Friday, April 14, 2023 3:39:26 PM  
**Importance:** High

---

**From:** Sleppy, Karissa M. <karissa.sleppy@anchorageak.gov>  
**Sent:** Tuesday, April 4, 2023 10:19 AM  
**To:** !MAS Municipal Clerk <MASMunicipalClerk@anchorageak.gov>; !MAS Assembly Counsel <MASAssemblyCounsel@anchorageak.gov>; !MAS Assembly Members <!MASAssemblyMembers@anchorageak.gov>; !MAS Ombudsman <MASOmbudsman@anchorageak.gov>; Assembly Legislative Services <wwmasls@anchorageak.gov>  
**Cc:** Kohlhase, Kent E. <kent.kohlhase@anchorageak.gov>; Hickel, Kolby A. <Kolby.Hickel@anchorageak.gov>; Trombley, Adam R. <Adam.Trombley@anchorageak.gov>  
**Subject:** Notification: Agenda Deadline Reminder for April 7, 2023 Special  
**Importance:** High

**REMINDER:** The deadline for item placement on the April 7, 2023 Special agenda is **NO LATER THAN NOON on Wednesday, April 5, 2023**. This meeting is for introduction of ordinances and any time-sensitive purchasing-related items, with the potential to schedule a Special Meeting on April 18 to take up the public hearing items.

Also, **please submit your items in OnBase**. The April 7<sup>th</sup> meeting has been created and is open for submissions.

Your cooperation is appreciated.



Sincerely,  
**Karissa Sleppy**  
Agenda Assistant

***Municipality of Anchorage***  
Municipal Clerk's Office  
907-343-4311

*Messages to and from this email address may be available to the public under Alaska Public Records Law.*

From: [Sami Graham](#)  
To: [Jamie Heinz](#)  
Subject: Re: 2nd Appeal Re: Thumb Drive  
Date: Sunday, April 16, 2023 4:16:17 PM

---

[EXTERNAL EMAIL]

Jamie,

Thank you. I withdraw my challenge dated April 14.

Sami Graham

Sent from my iPhone

On Apr 16, 2023, at 12:07 PM, Heinz, Jamie L. <[jamie.heinz@anchorageak.gov](mailto:jamie.heinz@anchorageak.gov)> wrote:

Dear Ms. Graham,

This email is in response to your second appeal regarding the thumb drive, which was filed on Friday, April 14<sup>th</sup>. In this second appeal, you note AO 2023-45 as item 5.A. on the Special Meeting Agenda for Tuesday, April 18<sup>th</sup>. Please note that the items up for public hearing at the April 18<sup>th</sup> meeting were introduced at the April 7<sup>th</sup> Special Meeting. Attached, you will find an email stating that the agenda deadline for items to be submitted to the Clerk's Office for inclusion in the April 7<sup>th</sup> Special Meeting was noon on Wednesday, April 5<sup>th</sup>. Also attached, you will find an email, sent out at 10:57 a.m. on Thursday, April 6<sup>th</sup>, which provides the entire packet of materials for the April 7<sup>th</sup> Special Meeting. You will see included in that packet, item 6.A., AO 2023-45.

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Jamie  
<-[if !arm]-->  
<[image003.png](#)>  
<!--[endif]-->  
**Jamie Heinz, MMC**  
Election Administrator  
**Municipality of Anchorage Elections**  
907-343-4320  
[www.muni.org/elections](http://www.muni.org/elections)

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<2nd appeal.pdf>  
<-mime-attachment>  
<-mime-attachment>



# Anchorage Election Commission Public Session of Canvass and Adoption of the Election Canvass Report

April 20, 2023

5:00 p.m. until complete

## **AGENDA - Revised**

In person:  
MOA Election Center  
619 East Ship Creek Avenue, Door D  
Anchorage, AK 99501

For the public to dial in:  
Conference Bridge Phone Number –  
(907) 273-5190  
Participant Code – 786815 #

### **1. Call to Order**

### **2. Roll Call**

**Lisa Torkelson – Chair**  
Loren Leman – Vice Chair  
Glennis Ireland  
Mead Treadwell

### **3. Minutes of Previous Meetings**

- A. Minutes of the Anchorage Election Commission Meeting of January 11, 2023

### **4. Old Business**

### **5. New Business**

- A. Disclosures
- B. Review of Pending Rejected Ballot Envelopes
- C. Complaints
  - a. *The Election Commission – Failure to Comply with Law or Alleged Illegal Election Practices re MOA ITD USB Policy Statement*
  - b. *The Election Commission – Failure to Comply with Law or Alleged Illegal Election Practices re Mailing Ballots to Registered Voters*
- D. Adoption of the Election Canvass Report for the Regular Municipal Election of April 4, 2023 \*

\* **STAFF NOTE:** After the motion to adopt the Election Canvass Report, the Commission will **take a short recess** before signing the Election Canvass Report.

### **6. Member Comments**

### **7. Audience Participation**

### **8. Adjournment**



**INFORMATION  
TECHNOLOGY  
DEPARTMENT**