

## Department of State

### ELECTIONS RELATED SUBJECT DIRECTORY FOR SUPERVISORS AND STAFF

All phone numbers begin with 850-245-XXXX

(DOS staff – to transfer internally, the last 4 digits should start with a 4XXX instead of the 6XXX)

E-mail address format is [firstname.lastname@dos.myflorida.com](mailto:firstname.lastname@dos.myflorida.com)

Updated 08/2019

#### Division of Elections

Division Director, Maria Matthews.....6520  
Matthew Harris, Executive Administrative Assistant .....6209

|                                               |                                                          |
|-----------------------------------------------|----------------------------------------------------------|
| BER - Bureau of Elections Records             | Administrative Assistant .....Ikay (Erica) Lustria, 6286 |
| BVRS - Bureau of Voter Registration Services  | Administrative Assistant .....Vacant, 6122               |
| BVSC - Bureau of Voting Systems Certification | Administrative Assistant ..... Maribel Rivera, 6173      |
| Program Administration                        | Administrative Assistant ..... Charity Huba, 6206        |

Advisory Opinions, Requests (DO).....Matthew Harris, 6209  
Appointments, Governor or Board (BER).....Inez Williams, 6252 or Chris Kimball, 6278  
Ballot layout/format (BVSC).....Cathy Cook, 6242  
Ballot certification (BER) .....Kristi Willis, 6295, or Ikay Lustria, 6286  
Book Closing Reports (PA)..... Alexander Mosca, 6292  
Budget –General Revenue/HAVA (DO) .....Nick Grabowski, 6190/Maria Matthews 6520  
Campaign Reports, Audit (BER).....Help Desk, 6280  
Campaign Reports, Failure to File/Fine (BER).....Help Desk, 6280  
Candidates (Qualifying, Campaign Finance, Withdrawals/Removals/Death) (BER).....Help Desk, 6280  
Canvass and Certification (BER)..... Ikay Lustria, 6286 (back-up Kristi Willis) 6295  
Clerk Seals (BER)..... Ikay Lustria, 6286  
Commissions of Office (BER).....Inez Williams, 6252 or Chris Kimball, 6278  
Committees –ECOs and Political (BER).....Help Desk, 6280  
Conduct of Election Reports (BVSC)..... Eleonor Lipman, 6258  
Constitutional Amendments/Initiatives Petitions(PA).....Lenard Randolph, 6247  
County List of Candidates (BER).....Kristi Willis, 6295  
Early Voting Statistical Reports (BVRS)..... Jason Merrick, 6178  
Early Voting Locations/Dates/Time Reports (PA).....Alexander Mosca, 6292  
Elections Canvassing Commission (BER)..... Kristi Willis, 6295  
Election Night Mapping and Reporting (BVRS).....Amber Marconnet, 6224  
Election Results, Current (BER)..... Ikay Lustria, 6286  
Election Results, Historical (PA).....Alexander Mosca, 6292  
Election Results, XML(BVSC).....Kristy Maddox, 6230  
Electioneering Communications–ECOs (BER).....Help Desk, 6280  
Electronic Filing System Helpline (BER).....Help Desk, 6280  
Florida Voter Registration System –FVRS (BVRS).....Toshia Brown, 6225 or Amber Marconnet, 6224

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|------------------------------------------------------------------------------------------|-------------------------------------------------|
| Front Desk / Main Line (BER).....                                                        | Sheena Baker/ Sharon Costello, 6200             |
| Grant Administration Program (PA).....                                                   | Alexander Mosca, 6292                           |
| Grant Applications/Financial Reports -SOEs (HAVA FEA-Election Security Funds, VSAG)..... | Althera Johnson 6211                            |
| Independent Expenditures (BER).....                                                      | Help Desk, 6280                                 |
| List Maintenance (Reports and Ineligibility Case Files) (BVRs).....                      | Amber Marconnet, 6224                           |
| Logic and Accuracy Testing (BVSC).....                                                   | Angie McPherson, 6177                           |
| Mail (DO/BER) .....                                                                      | Sheena Baker, 6245 or Paree Harris, 6263        |
| Mail Ballot Elections (PA).....                                                          | Alexander Mosca, 6292                           |
| Matching Funds (BER).....                                                                | Kristi Willis, 6286                             |
| Minority Reports (BER).....                                                              | Chris Kimball, 6278 or Inez Williams, 6252      |
| Minimum Security Procedures (BVSC).....                                                  | Eleonor Lipman, 6258                            |
| Notice of General Election (BER).....                                                    | Kristi Willis, 6286                             |
| NVRA (PA) .....                                                                          | Katrina Ferguson, 6237                          |
| Office Accounts (BER) .....                                                              | Help Desk, 6280                                 |
| Out-of-State Cancellations (BVRs) .....                                                  | Tiffany Morley, 6248                            |
| Overvotes/Undervotes Report (BVSC) .....                                                 | Cathy Cook, 6242 or Jim Halter, 6215            |
| OVR(RegistertoVoteFlorida.gov)-(BVRs) .....                                              | Toshia Brown, 6225/or Amber Marconnet, 6224     |
| Petition Circulators - Registration Process (PA).....                                    | Lenard Randolph, 6247                           |
| Petition Process, Candidates (BER).....                                                  | Help Desk, 6280                                 |
| Political Committees (BER).....                                                          | Help Desk, 6280                                 |
| Political Parties (BER).....                                                             | Malcolm Chellman, 6267                          |
| Post-Election Voting System Audits (BVSC).....                                           | Eleonor Lipman, 6258 or Zane Wood, 6123         |
| Precinct or Polling Place Changes (PA) .....                                             | Lenard Randolph, 6247                           |
| Precinct-Level Election Results (BVSC).....                                              | Kristy Maddox, 6230 or Linda Hastings-Ard, 6114 |
| Public Information and Materials (BER).....                                              | Ikay Lustria, 6286                              |
| Public Record Requests (PA).....                                                         | Lenard Randolph, 6247                           |
| Publications, Bureau of Election Records (BER) .....                                     | Ikay Lustria, 6286                              |
| Publications, Division (DO).....                                                         | Alexander Mosca, 6292                           |
| Purchasing (DO).....                                                                     | Nick Grabowski, 6190                            |
| Qualifying, Candidate (BER).....                                                         | Help Desk, 6280                                 |
| Resident Agent Notices (BER).....                                                        | Help Desk, 6280                                 |
| Request to Destroy Unused Election Materials (DO).....                                   | Matthew Harris, 6209                            |
| Rules (DO).....                                                                          | Maria Matthews, 6520                            |
| School Board Boundary Changes (BER) .....                                                | Kristi Willis, 6286                             |
| SOE Special Qualification Salary (Testing, certification, and continuing ED)) (DO).....  | Matthew Harris, 6209                            |
| Supervisor of Elections Seals (BER) .....                                                | Ikay Lustria, 6286                              |

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| Special Election Reimbursement (DO) .....                                                  | Nick Grabowski, 6190                           |
| Suspension/Reinstatement/Removal of Officers (BER).....                                    | Inez Williams, 6252 or Chris Kimball, 6278     |
| Telephone Solicitations (BER).....                                                         | Help Desk, 6280                                |
| Testimonials (BER) .....                                                                   | Kristi Willis, 6286                            |
| Third-Party Voter Registration Organizations –Registration (PA) .....                      | Katrina Ferguson, 6237                         |
| U.S. Elections Assistance Commission EAVS Survey.....                                      | Alexander Mosca, 6292                          |
| Vote-by-Mail Ballot Request Reports Access (BVRS).....                                     | Jason Merrick, 6178                            |
| Voter Assistance Hotline (BVRS).....                                                       | 1-866-308-6739                                 |
| Voter Education Survey (PA).....                                                           | Althera Johnson, 6211                          |
| Voter Extract File CD (PA).....                                                            | Lenard Randolph, 6247                          |
| Voter Registration, Paper Application Orders – SOEs, VRAs, DHSMV/Tax Collectors (PA) ..... | Katrina Ferguson, 6237                         |
| Voter Registration, Cancellation Reports (BVRS).....                                       | Tiffany Morley, 6248                           |
| Voter Registration, Case Files (BVRS) .....                                                | Toshia Brown, 6225 or Amber Marconnet, 6224    |
| Voter Registration, Court Records (BVRS).....                                              | Lewis Berger, 6228                             |
| Voter Registration, Deceased (BVRS).....                                                   | Amber Marconnet, 6224                          |
| Voter Registration, Felon Information (BVRS).....                                          | Toshia Brown, 6225 or Amber Marconnet, 6224    |
| Voter Registration, Federal Felon Information (BVRS) .....                                 | Alexia Allen 6121                              |
| Voter Registration, Information (BVRS).....                                                | BVRS, 6290 or Amber Marconnet, 6224            |
| Voter Registration, Mental Incapacity Case Files (BVRS).....                               | Marquia Crews 6180, or Terry Raines, 6567      |
| Voter Registration, OOS Voter Cancellation (BVRS).....                                     | Tiffany Morley, 6248                           |
| Voter Registration, Statistics (PA).....                                                   | Alexander Mosca, 6292 or Lenard Randolph, 6247 |
| Voter Registration, Verifications/Suspense (BVRS).....                                     | Toshia Brown, 6225 or Amber Marconnet, 6224    |
| Voter Registration Agencies (Reports) (PA) .....                                           | Katrina Ferguson, 6237                         |
| Voting System Acquisition (BVSC).....                                                      | Eleonor Lipman, 6258 or Zane Wood, 6123        |
| Voting Sys. Certification and Peripheral Approvals. (BVSC).....                            | Linda Hastings-Ard, 6114 or Cathy Cook, 6242   |
| Website, Division (PA).....                                                                | Alexander Mosca 6292                           |

#### General Counsel's Office

|                                                 |      |
|-------------------------------------------------|------|
| General Counsel, Brad McVay.....                | 6536 |
| Executive Assistant, Candice Edwards.....       | 6513 |
| Administrative Assistant, Margaret Swain.....   | 6507 |
| Deputy General Counsel, Ashley Davis .....      | 6536 |
| Assistant General Counsel, Colleen O'Brien..... | 6536 |

Election law areas covered – [chapters 97 – 106](#), Fla. Stat. (registration, voting, voting systems, campaigns, candidates, elections, results reporting, violations, etc. Other areas covered (legal related): Advisory Opinions, Directives, HAVA – Help America Vote Act NVRA – National Voter Registration Act UOCAVA – Uniformed Services and Overseas Voters Act - Public Records Issues Relating to Elections