

**Minutes of the New York State Board of Elections
April 12, 2011**

The meeting of the Commissioners of the New York State Board of Elections held at the offices of the New York State Board of Elections, 40 Steuben Street, Albany, New York in the 4th Floor Conference Room was called to order at 12:00 p.m. The meeting was chaired by Commissioner James Walsh. Commissioners present were Douglas Kellner and Gregory Peterson. Staff members present were: Robert Brehm, Kim Galvin, Paul Collins, Elizabeth Hogan, William McCann, Anna Svizzero, Joe Burns, John Conklin, Tom Connolly, George Stanton and Patrick Campion. The guest list is attached.

Minutes of March 3rd, 2011 – Minutes were approved as written. **The motion was approved unanimously (Commissioners Kellner, Walsh and Peterson all voted to accept; 3 Yes and 0 no).**

Unit Updates:

Executive – Robert Brehm reported on several issues including:

- Certification to the Election Assistance Commission for the use of residual funds for the Shoebox Program was completed.
- Review of the Internal Controls Report with certain units to update the document.
- Conference calls with the Subcommittees of the Election Commissioners Association concerning changes to the political calendar.

Legal – Kim Galvin and Paul Collins reported on activities related to the Legal Unit including:

- The status reports to Department of Justice have been moved to monthly instead of weekly.
- Commissioner Peterson offered to make a phone call to Nassau County to try to get the information needed for the DOJ.
- A Written report has also been provided to the DOJ which outlined the progress that has been made to encourage the legislature to comply with the MOVE Act.
- Continue to work on the federal litigation cases.
- All of the overseas ballots have been sent out for the Special Election in the 26th CD.
- Paul Collins spoke about the ongoing case with Nassau County.

Operations – Anna Svizzero reported that the Election Operations Unit is working on several ongoing issues including:

- Work has continued for the Special Election being held May 24th.
- Progress has been ongoing with the asset management product. Looking to present a preliminary pilot at the annual conference at the end of the month.

- County on-site audit of voting equipment has continued. The source code for both Dominion and ES&S are being reviewed. The ballot designs for the functional testing which will be conducted at the board have been developed.
- Joe Burns reported on the status of the usability project. A resolution for a usability expert will be presented later in the meeting.
- There was a lengthy discussion on the ballot design and usability with regard to the Brennan Center's draft legislation.

PIO/NVRA – John Conklin reported on several ongoing projects in the PIO/NVRA unit.

- Preparations are being finalized for the Annual Conference being held the end of this month.
- County NYSVoter audit visits have continued and will be completed by the end of June.
- The annual report has to be edited and then finalized.
- Tom Connolly reported on the Chapter 505 compliance. As part of the compliance the board will be working with various counties to train staff to perform the surveying of various poll sites to ensure that all new sites will be handicapped accessible in compliance with state law.

Campaign Finance – Elizabeth Hogan reported on the projects in Campaign Finance and Enforcement, including:

- Staff has been working on updating different procedures.
- Regulation 6214 is still pending and will be finalized by the end of the month.
- Work has been ongoing with the IT Department in different projects.
- The spring training will be held in May and June.

ITU – George Stanton was not in attendance to report on the Unit Update

- Work has continued on the migration from Group-Wise to Outlook which is the state-wide e-mail system.
- Dennis Caro has been working to reengineer the FIDYS system for campaign finance.
- Updated the Internal Controls Report and submitted the annual report to PIO.

Old Business:

- None

New Business:

- VOTE on Resolution for Allocation of 2011 HHS Poll Site Access Funds. **The motion was approved unanimously (Commissioners Kellner, Walsh and Peterson all voted to accept; 3 Yes and 0 no).**
- Tom Gilbert from the New York State Commission on Quality of Care and Advocacy for Persons with Disabilities spoke explaining what role the disabled groups will have in the training of surveying poll sites. VOTE on Resolution Approving Chapter 505 Compliance Plan Non-Technical Guide to Poll Site Access. **The motion was approved unanimously (Commissioners Kellner, Walsh and Peterson all voted to accept; 3 Yes and 0 no).**

- VOTE on Resolution to Authorize Expenditure of HAVA Funds for Usability Training Workshop. **The motion was approved unanimously (Commissioners Kellner, Walsh and Peterson all voted to accept; 3 Yes and 0 no).**
- VOTE on 2011 Proposed Legislation. **The motion was approved unanimously (Commissioners Kellner, Walsh and Peterson all voted to accept; 3 Yes and 0 no).** Before the vote Commissioner Kellner suggested that the wording of Proposal 1103 be changed to read that election service counts as jury duty.
- Before going into Executive Session there was a VOTE to approve all enforcement cases as proposed by the Campaign Finance Enforcement Unit and also the amended CMP09-155. **The motion was approved unanimously (Commissioners Kellner, Walsh and Peterson voting in the affirmative; 3 Yes and 0 No).**

The next board meeting is scheduled for Tuesday May 10th.

The Board went into Executive Session to discuss pending legislation.

The meeting was adjourned 2:10 p.m.