

ADMINISTRATIVE SERVICES COMMITTEE - BOARD OF ELECTIONS

Tuesday, February 7, 2023

10:30 a.m.

MINUTES

ATTENDEES:

Legislators Dennis Mullen, W. Jake Brown, Ronald Ciotoli

Commissioners Lin Layman and James Wahls

Guests: Cathy Haskell, Legislative Chair Martha Sauerbrey

APPROVAL OF JANUARY MINUTES

Motion by Legislator Brown, second by Legislator Ciotoli, all in favor, carried.

FINANCIAL

YTD Budget Report was presented. Commissioner Wahls inquired if capital budget should be presented as well. Legislators agreed only necessary if there are changes to present.

Grant reimbursements have started coming in for HAVA-SHOEBOX and 2022 Absentee Pre-Paid Postage claims.

OLD BUSINESS

See December Minutes. Minutes from 2023 BOE Annual Meeting are attached.

Commissioners gave presentation on streamlining election inspector paperwork at the NYS Election Commissioners Winter Conference in Albany (held Jan. 17-20). It was well received.

NEW BUSINESS

Commissioner Wahls had a virtual meeting on Jan. 23 with representatives from CodeMantra, a vendor that provides software for making documents accessible. They performed a free snapshot audit of our website and showed that our documents are not compliant with ADA regulations. Legislators confirmed that county leadership is aware of the issue and must be addressed.

NTS voter registration software was upgraded to latest version, now called APEX, which brings additional functionality to the system and corrects some issues, but also brings new complications we'll have to get used to.

Commissioners met with ITCS leadership on Feb. 1 to address various issues, as well as initiate BOE migration to Office 365. Commissioner Wahls was also appointed to IT Steering Committee, so BOE can maintain regular communication with ITCS and stay up to date with ITCS activities.

The Inspector class schedule has been established with 12 dates assigned with 2 in April for new inspectors and 10 in July and August. This will allow us to train up to 232 inspectors.

The Board of Elections' 2023 Running for Office booklet with signatures required is posted on the BOE website. The first day to carry/sign designating petitions for candidates begins on Feb. 28, and filing dates are April 3-6.

Party enrollment hold begins 2/15 and continues until July 5th for the primary election cycle.

Commissioners to give inspector recruitment presentation at Kiwanis on February 16th. Our focus is to add to our inspector lists to have more experienced inspectors ready for 2024 elections.

Dominion seeking state certification for new Election Management System (EMS) server and software, as well as an alternative accessible voting option that looks promising. The new software may be released this year and will require additional training for BOE staff.

Online Voter Registration (OVR) and Automatic Voter Registration (AVR) are coming. People will soon be able to register online using an app. Additionally, people will also be automatically registered to vote when they have any transaction with a state agency unless they opt out. Timeframe for these is still undetermined due to the NYS BOE's limited resources, but legally they should have both started on January 1. OVR is coming sooner than AVR.

With new legislation, the voter registration deadline has been reduced to 10 days before each election instead of 25. Now voters can register to vote on the first day of Early Voting and then vote the same day. Pending legislation to keep an eye on: pay increase for election inspectors to \$300 per election day; make any income earned as an election inspector exempt from federal income tax; establish minimum staffing requirements for boards of elections.

PERSONNEL – None

RESOLUTIONS / PROCLAMATIONS – None

Meeting adjourned.