



Democratic Commissioner James C. E. Wahls
Democratic Deputy Commissioner Amber Duke
☎ www.TiogaCountyNY.gov

☎ 607 687 8261

Republican Commissioner Kelly A. Johnson
Republican Deputy Commissioner James Hoover
✉ VoteTioga@tiogacountyny.gov

BOARD OF ELECTIONS 2024 ANNUAL MEETING

Wednesday, January 10, 2024

10:00 a.m.

MINUTES

ATTENDEES:

Commissioners James C.E. Wahls and Kelly A. Johnson
Guests: Deputy Commissioners Amber Duke and James Hoover; Voting Machine Technician Bruce Layman; Election Clerk Rob Abell

ELECT PRESIDENT AND SECRETARY

Commissioner Wahls nominated for President by Commissioner Johnson. Both commissioners are in favor. Commissioner Wahls elected President. Commissioner Johnson was elected secretary by default.

OLD BUSINESS

Hired new staff in 2023, including Deputy Commissioners Duke and Hoover. Vacancies exist for Voting Machine Technician and Election Clerk.

NEW BUSINESS

Calendar 2024 –

The Presidential Primary is April 2, with Early voting March 23 – 30. Early Voting will be eight days instead of nine, with each day being nine hours long due to the Easter holiday. Primary Election is June 25, with Early Voting June 15 – 23. General Election is November 5, with Early Voting October 26 – November 3.

Party change deadline is February 14. Discussed putting this on the website as well as Facebook.

School elections will be in May. We usually provide services for Waverly, Candor and Owego-Apalachin. Discussed getting voter lists and inspector lists to all the schools.

NVRA purge and NCOA are expected to be done in February.

Mail Check will be after the presidential primary this year.

Inspector Training Classes will start in spring for new inspectors, and scheduling others for summer and fall. Four County trainings are scheduled as well as an online option. We discussed starting phone calls to the inspectors that have not yet signed up for the county trainings.

Plans for staff vacation/time off were discussed.

Technician schedule was discussed with regards to the three elections and the inspector trainings. Brief discussion was held about a possible August election due to redistricting.

Review of Office Procedures –

New Election Laws were discussed. Early Vote by Mail started January 1, 2024. A new application and portal have been created by the state.

The new workflow is working very well with one party doing and the other party checking and switching back and forth to provide good cross training in every module. Clerks are being involved more in the daily work as well.

Discussion about making sure we have up-to-date written procedures on Test Decking, ePollbooks, Absentee Ballots and Nursing Home Visitations.

Commissioner Wahls reminded everyone that annual evaluations of all staff will be done in September.

The commissioners would like to get office staff together as a whole to discuss voter registration source codes and ensure they are being assigned properly. Come to an agreement based on NTS suggestions and do a cleanup in APEX.

Projects and Goals for 2024

Dominion EMS upgrade will be completed, and 9 new ICP scanners will be delivered. Acceptance will be done by Dominion followed by acceptance by the state.

Possible redistricting could happen for congressional districts and could potentially result in an August election. We are currently in the 19th Congressional District.

Research and clean up Fire District lists/codes. Discussed getting with Bryan Goodrich from GIS to get us current shape files. This will also get our geocoding completed on voters that are missing it.

Improve voter and inspector outreach. Use social media, contact other departments. Veteran Services was mentioned specifically. Also discussed doing presentations in the school; to get both pre-registered voters as well as inspectors. Talked about using a texting platform for both information and voting reminders.

Revisit the possibility of having Buildings and Grounds staff be our drivers the days before and after an election as we may be losing one driver or both. It was agreed that the position is extremely difficult to fill, being just a few days a year.

Other discussion from the floor -

Guidance on cleaning out the ballot room was discussed (ie: which staff and record retention). Also getting the supply room ready for polling places needs to be done ahead of each election. Rob has started in the supply room and learning where everything is.

Meeting adjourned.