



ADMINISTRATIVE SERVICES COMMITTEE - BOARD OF ELECTIONS

Tuesday, May 2, 2023

10:30 a.m.

MINUTES

ATTENDEES

Legislators Dennis Mullen, W. Jake Brown, Ronald Ciotoli, and William Standinger
Commissioners James Wahls and Lin Layman

Guests: Leg. Clerk Cathy Haskell, Leg. Chair Martha Sauerbrey, Co. Atty. Peter DeWind

APPROVAL OF MINUTES

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

FINANCIAL

The YTD Budget Report was presented. Encumbrances show the cost of Mail Check postcards plus postage. The capital budget demonstrates sufficient funds are available for the attached resolution.

OLD BUSINESS

See April Minutes.

Petition filing was completed, resulting in only one primary in the Town of Spencer for the Republican Party. Early Voting must still be held for this election, and the Early Voting Center will remain at the Board of Elections office.

Training for new election inspectors was completed, and we have added 21 people to our pool of election inspectors.

Software updates / maintenance for 65 ePollbooks is completed. Three units are currently with the vendor for testing or repairs.

Follow-up regarding IRS Requirements for Election Inspectors: Roemer's office has been contacted and the Personnel Office is waiting for a response.

Communication issues with NYSVoter database continue. We had no disruption for a couple weeks until yesterday when it went down again. ITCS continues to work diligently with the NYSBOE network team to find a resolution.

Mail Check postcards went out in the mail on April 19th. We are working on updating our voter database according to changes indicated by the post office on returned Mail Check cards.

NEW BUSINESS

The Primary Ballot was certified on May 4th with only a Republican primary election in the Town of Spencer.

Around 220 letters were sent to our election inspectors requesting them to sign up for summer training. We also included a request for their availability to work on the upcoming Early Voting days and the June 27th Primary in Spencer.

We do not have any registered Military Absentee voters who are eligible to vote in the June Primary, but ballot pdfs will be uploaded to the State Board of Elections before the May 12th deadline to comply with established procedure.

Ballots were created, proofed and test decked for the Owego Apalachin, Waverly and Candor central schools' elections being held on May 16th. Machines were also prepared by our technicians and the schools will be invoiced for this service.

Our IT department has successfully installed the files for the NYSBOE new Online Voter Registration (OVR) ahead of the May 31st starting date.

PERSONNEL

The Democratic Deputy Commissioner position was vacated on April 26th.

RESOLUTIONS / PROCLAMATIONS

A resolution was presented to "AUTHORIZE AGREEMENT WITH FRSECURE LLC. FOR INTERNAL AND EXTERNAL CYBER SECURITY PENETRATION TESTING." The committee was in favor of the resolution.

An executive session was held regarding personnel.

Meeting adjourned.