



**Board of Elections** | The City of New York

**Annual Report** 2006



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The Board is headed by ten Commissioners, two from each borough representing both major political parties for a term of four years approved by the New York City Council...

...A similar bipartisan arrangement of over 316 deputies, clerks and other personnel insures that no one party controls the Board of Elections. The Board appoints an executive staff consisting of an Executive Director, Deputy Executive Director and other senior staff managers charged with the responsibility to oversee the operations of the Board on a daily basis. Together, the executive and support staffs provide a wide range of electoral services to residents in Manhattan, The Bronx, Brooklyn, Queens and Staten Island.

The Commissioners of Elections meet every Tuesday at the Executive Office, in addition to the special hearings, legislative sessions and specific issue-oriented meetings (electronic voting, election legislation, labor management, rules and budget) during the calendar year.

# Commissioners of Elections in the City of New York

	BOROUGH	PARTY
<b>TERRENCE C. O'CONNOR, PRESIDENT</b>	Queens	Democrat
<b>ANTHONY COMO</b>	Queens	Republican
<b>JAMES J. SAMPEL</b>	Staten Island	Democrat
<b>MARYANN YENNELLA</b>	Staten Island	Republican
<b>NANCY MOTTOLA - SCHACHER</b>	Brooklyn	Republican
<b>JEANNETTE GADSON</b>	Brooklyn	Democrat
<b>NERO GRAHAM JR.</b>	Bronx	Democrat
<b>JOSEPH J. SAVINO, SECRETARY</b>	Bronx	Republican
<b>GREGORY C. SOUMAS</b>	Manhattan	Democrat
<b>FREDERIC M. UMANE</b>	Manhattan	Republican



From left to right (top row):  
Frederic M. Umane, James J. Sampel,  
Gregory C. Soumas, Nero Graham Jr.

(bottom row):  
Maryann Yennella, Terrence C. O'Connor,  
Anthony Como, Nancy Mottola-Schacher

Not pictured:  
Jeannette Gadson, Joseph J. Savino

# Mission Statement



**The Board of Elections in the City of New York, as provided under Section 3-200 of the New York State Election Law, is responsible:**

- 1. To conduct fair and honest elections, from local to federal levels;**
- 2. To enfranchise all eligible New Yorkers to register to vote and to practice those rights;**
- 3. To conduct elections, certify the canvass and to retain the official records;**
- 4. Voter outreach and education.**

**Briefly stated, this means:**

**First**, the preparation of the ballot for Primary, Special and General Elections to the extent that all vacancies for public office and party positions may be filled.

**Second**, that qualified voters may exercise their right to franchise and that every opportunity be given to voters to execute that right and to vote for whom they choose.

**Third**, that the votes of the electorate at Primary, Special and General Elections be properly canvassed and that a true count be given for each candidate voted for.

**Finally**, that we make every effort to inform and educate the voting public of their rights as a voter and also to reach out to all Americans to instruct them in the voting process.

The following pages of this report will illustrate some of the duties as classified in the above synopsis:

# President's Message

**Terrence C. O'Connor**  
President



**In 2006**, I had the privilege of serving my second term as President of the Board.

In July, I celebrated my eighth anniversary as Queens Democratic Commissioner. I continue to be impressed and inspired by the dedication and “can do” attitude of the Board’s Staff.

After completing the monumental task of holding successful elections in the dismal aftermath of the attacks on September 11, 2001; I know there is no obstacle the Board’s Staff can not surmount and they continue to meet that high standard.

Another year passed without the implementation of the Help America Vote Act. The New York State Board of Elections had not approved any voting machines to allow us to replace our outdated technology and bring voting in New York City into the modern age.

The Board continues to be ‘short-changed’ in funding and so remains understaffed and woefully underpaid.

Despite these obstacles, the Board conducted the Primary and General Elections with a few machine breakdowns and no major problems. The Board is the only New York City Agency that conducts its business with forty year old equipment and yet gets better results than other agencies with much greater resources.

It was a great pleasure to serve with such a great group of people who continue to subscribe to the credo “that there is no Democratic or Republican way to run an election, only the right way!”

## **ANTHONY COMO, Commissioner**

Anthony Como is the New York City Board of Elections Commissioner from Queens County and was appointed by the New York City Council in 2005.

An attorney, Mr. Como opened his own law office in Queens County after four years as a prosecutor in the Queens District Attorney's office. Following an unsuccessful run for the New York State Assembly, Mr. Como was appointed to the Board of Elections. He is also chief counsel to State Senator Serphin R. Maltese of the New York State 15<sup>th</sup> Senate District.

Mr. Como is a member of the boards of directors of the Peter Cardella Senior Center in Ridgewood, Queens, Italian Charities of America, Christ the King Regional High School and the Italian American Federal Credit Union

He received his B.A. from Queens College and his J.D. from Hofstra University School of Law. Mr. Como was admitted to the New York State Bar in 2001.

Mr. Como is married to Tiziana Como, a school psychologist who helps young children with disabilities.



## Queens

## **TERRENCE C. O'CONNOR, President**

Terrence C. O'Connor, a Democrat, is one of two New York City Board of Elections commissioners from Queens County and was first appointed in 1998.

An attorney, Mr. O'Connor has practiced in his own firm since 1983. His prior experience includes serving as counsel to New York State Assemblyman Saul Weprin, law secretary to Queens County Administrative Judge Francis X. Smith and as an assistant district attorney in Queens County.

Mr. O'Connor received his bachelor's degree from Fordham University and his J.D. from St. John's University School of Law.

In 2001, he was named "Attorney of the Year" by the Catholic Lawyer's Guild of Queens County. He is the chairman of the Board of Directors of that organization and is the past president of both the Fordham University, College at Lincoln Center Alumni Association and the Saint Patrick's Society of Queens County. He is a member of the New State and Queens County Bar Association.

Mr. O'Connor is the President of the Continental Regular Democratic Club.

His wife, Sheila, is a health insurance consultant and they have two grown children, Siobhan and Daniel.





**JAMES J. SAMPEL, Commissioner**

James J. Sampel is the Staten Island Democratic representative and was appointed by the New York City Council in 2005.

An attorney, Mr. Sampel opened his own firm, Sampel & Nalley, Esqs., in 1987 where he focuses on civil, criminal and matrimonial law.

After Mr. Sampel graduated from high school in 1957, he joined the U.S. Army where he served in Germany for two years. He was honorably discharged in 1960.

Mr. Sampel spent three decades in the New York City Police Department. After rising to the rank of detective in the Organized Crime Control Bureau, he attended college and law school. In 1979, he was assigned as a prosecutor in the Police Department's Advocates' Office and ended his service in the Staten Island Detective Area – Crimes Against Property Squad.

Mr. Sampel graduated magna cum laude from City University of New York, John Jay College of Criminal Justice and earned his J.D. from Fordham University School of Law. He is admitted to the practice of law in New York State and the federal courts. He is married to Mel Chamberlain and has two children, Michael and Allison, and is the proud grandfather to Matthew, Taylor and Steven.

## Staten Island



**MARYANN YENNELLA, Commissioner**

MaryAnn Yennella is the New York City Board of Elections Republican representative from Staten Island. She was appointed by the City Council in 2004.

Ms. Yennella has served the Board of Elections in the City of New York and the people of Staten Island since 1976. Prior to her appointment as Republican Commissioner, Ms. Yennella was the Staten Island Deputy Chief. As Deputy Chief, Ms. Yennella ensured the Board's compliance with election law, judicial and executive orders and any Commissioners directives.

Ms. Yennella enjoys baking and cartooning. Ms. Yennella has two daughters, Michelle Cascio wife of John Cascio and Alexandra Lundberg wife of Eric Lundberg. Ms. Yennella is the proud grandmother of Sara & Michael Cascio and Alyssa Lundberg.



## **NANCY MOTTOLA-SCHACHER, Commissioner**

Nancy Mottola-Schacher is the New York City Board of Elections Republican representative from Kings County and was appointed by the New York City Council in 2001.

An attorney, Ms. Mottola-Schacher has served as the law judge for the New York State Workers' Compensation Board. She was the law secretary for Judge Joseph Soviero and served as the senior attorney for the New York State Mental Health Information Service, second Judicial Department.

Ms. Mottola-Schacher earned her B.A. and J.D. from St. John's University.

She has been the president of the Brooklyn Women's Bar Association and was named the Kings County "Republican of the Year for Community Service" by the Brownstone Republican Club. Ms. Mottola-Schacher has been honored with the national achievement A.M.I.T.A. award as the most distinguished American woman of Italian descent in the field of law.

She was also named Republican of the year by the Kings County Republican party in 2001.



# Brooklyn

## **JEANNETTE GADSON, Commissioner**

*In Memoriam of Commissioner Jeannette Gadson*

*7/5/46 - 2/13/07*

Jeannette Gadson was the first woman of color to occupy the office of Brooklyn Deputy Borough President, serving from 1993 to 2001. Jeannette was a devoted activist and advocate for Brooklyn residents, serving her community with distinction as a New York State Assembly Member, as District Manager of Community Board 16, and as the Kings County Democratic Commissioner of the New York City Board of Elections.

The Commissioners and staff of The Board of Elections mourn Jeannette's passing.





### **NERO GRAHAM Jr., Commissioner**

In 2001, the New York City Council elected Nero Graham Jr. to be the Democratic commissioner for the Bronx County Board of Elections. In 2004, his colleagues elected him to serve as president of the New York City Board of Elections for that year.

For 28 years, Mr. Graham worked for the New York City Fire Department's Emergency Medical Services, retiring as its chief in 1999. He has won numerous awards and citations, among them a proclamation from the City of New York declaring June 23, 1988 as "Nero Graham Jr. Day." Mr. Graham is the President of the Mount Hope Housing Corporation.

Mr. Graham was one of the founders of the Morris Avenue Block and Tenants' Patrol which grew into the Morris Avenue Community Action Program. He serves on the boards of the Bronx Heritage Society, Inc. and Latinos Making a Difference, Inc.

## **Bronx**



### **JOSEPH J. SAVINO, Secretary**

In 2004, the New York City Council elected Joseph J. Savino to be the Republican commissioner for the Bronx County. Mr. Savino currently serves as secretary of the Board of Elections in the City of New York.

Mr. Savino, an attorney, is a partner in Faga Savino LLP. He also is the Chairman of the Bronx County Republican Committee, a position he was elected to in 2005.

Mr. Savino has been elected or appointed to several positions of public trust. In 2003, he was elected District Leader in the 80th Assembly District, which is part of the 34th Senate District. He was appointed to the Bronx Republican Law Committee in 2000. Mr. Savino currently serves on many community organizations, including Kiwanis international, the Bronx Columbus Day Parade Committee and the Advisory Board of the Throggs Neck Volunteer Ambulance Corps.

Jay Savino received his Bachelor of Arts degree from Iona College and Juris Doctor from the City University of New York. He also studied abroad for four years in England at the prestigious Kings School Rochester. Jay Savino and his wife, Carri, have four children: Joseph, Andrew, Ava, and Michael.

## **GREGORY C. SOUMAS**, Commissioner

Gregory Soumas is the New York City Board of Elections Democratic representative from Manhattan and was appointed by the New York City Council in 2005.

Mr. Soumas graduated from Syracuse University with a bachelor of arts degree in political science and earned a juris doctor degree from Suffolk University Law School in Boston, MA.

A native New Yorker, Mr. Soumas was born in Manhattan and raised in the Riverdale section of the Bronx. He currently lives on the Upper West Side of Manhattan with his wife, Robin. He has been a Democratic Party district leader since he was first elected in 2002.



## Manhattan

## **FREDERIC M. UMANE**, Commissioner

Frederic M. Umane has served as a commissioner of the New York City Board of Elections since 1995. A Republican from Manhattan, he was president of the Board during the 2005 mayoral election and has been active in local politics for more than twenty years.

An attorney, Mr. Umane is a partner at Zeichner Ellman and Krause and heads the firm's transactional banking, corporate and real estate group. He has substantial experience in bank regulatory matters and issues involving mortgage fraud, automobile and hotel finances.

Mr. Umane is admitted to the practice of law in New York State and the federal courts. He is an active member of the American Bar Association as well as the Associations of the Bar of the City of New York and New York State.

He received his J.D. from Albany Law School and his B.A. from Union University. Mr. Umane is married to Susan Umane and they have two children, Ryan and Bradley.



# Executive Management



**JOHN RAVITZ**  
Executive Director



**GEORGE GONZALEZ**  
Deputy Executive Director



**PAMELA GREEN PERKINS**  
Administrative Manager

# Senior Staff

**JOSEPH LARocca**

Coordinator of Candidate Records Unit

**VALERIE VAZQUEZ-RIVERA**

Director of Communications & Public Affairs

**BETH FOSSELLA**

Coordinator of Voter Registration Activities

**ROSANNA KOSTAMOULAS RAHMOUNI**

Coordinator of Election Day Operations

**JOHN O'GRADY**

Chief Voting Machine Technician

**NICHOLAS SQUICCIARINI**

Facilities Manager

**ELLIOT B. BORACK**

Agency Chief Contracting Officer

**LUCILLE GRIMALDI**

Director of Electronic Voting Systems

**PHIL V. DONAHUE**

Personnel Manager/Records Retention Officer

**JOHN WARD**

Finance Officer

**STEVEN H. RICHMAN**

General Counsel

**STEVEN FERGUSON**

Director of Management Information Services

**CHARLES WEBB, III, STEVEN DENKBERG**

Counsels to the Commissioners

# Borough Offices

## MANHATTAN

200 Varick Street, New York, NY 10014  
(212) 886-2100

**TROY JOHNSON**  
Chief Clerk

**TIMOTHY GAY**  
Deputy Chief Clerk

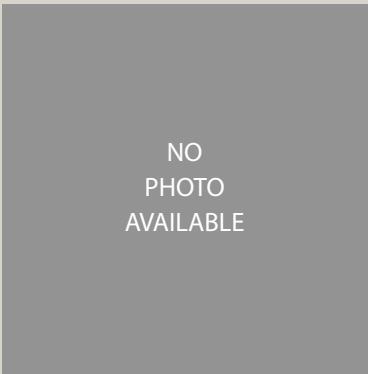


## BRONX

1780 Grand Concourse, Bronx, NY 10457  
(718) 299-9017

**ANNA TORRES**  
Deputy Chief Clerk

**DAWN SANDOW**  
Deputy Chief Clerk



## BROOKLYN

345 Adams Street, Brooklyn, NY 11201  
(718) 797-8800

**DIANE HASLETT-RUDIANO**  
Chief Clerk

**MARYROSE SATTIE**  
Deputy Chief Clerk



# Borough Offices Cont'd

## QUEENS

126-06 Queens Blvd, Kew Gardens, NY 11415  
(718) 730-6730

**BARBARA CONACCHIO**  
Chief Clerk

**KATHERINE JAMES**  
Deputy Chief Clerk



## STATEN ISLAND

1 Edgewater Plaza, 4th Fl., Staten Island, NY 10305  
(718) 876-0079

**SHEILA DELGIORNO**  
Chief Clerk

**ANTHONY ANDRIULLI**  
Deputy Chief Clerk



# Candidate Records Unit



**JOSEPH LAROCCA**  
Coordinator, Candidate Records Unit

The Candidate Records Unit (CRU) of the New York City Board of Elections is responsible for the receiving, recording, processing and tracking of all candidate and objector document filings as well as ballot production for Primary, General and Special Election events.

The CRU staff maintains accurate candidate status on all these items in order to insure an accurate ballot. The staff prepares, reviews, updates and corrects errors identified on all proofs of voting machine and paper (absentee, military, BMD and standby emergency) ballots, working closely with ballot printer vendors.

The unit is also responsible for the receiving, recording and monitoring candidate's compliance of Campaign Financial Disclosures requirements. Documents received are recorded and tracked. CRU staff makes courtesy telephone calls and sends non-compliant Treasures notices by USPS Certified Mail as well as notifying non-compliant candidates by regular first class mail. Non-compliant candidates and committees are reported to the Board of Commissioners, who will instruct the Agency Enforcement Officer to begin legal proceedings against those in violation.

# Communications and Public Affairs



**Valerie Vazquez-Rivera**  
Director of Communications and  
Public Affairs

## **Media/Press**

The Communications Department works closely with the working press, radio and television stations to assist them with any information they need pertaining to election, candidate information and other election related subjects. This year, we continued the dissemination of information by distributing information kits to members of the press and any other interested groups that requested them. These kits contained a poll site list and any pertinent press releases.

## **Outreach**

The Outreach Team, comprised of staff from each of the boroughs, continued its agenda of visiting various organizations and community groups that request our presence. We visited public and private school providing school auditorium programs and individual classroom instruction, neighborhood block associations, health fairs and local civic organizations.

We scheduled demonstrations at public hearings, and Town Hall meetings throughout the City, providing a forum in which good government groups, the public and the media could ask questions and express their views on a new voting system for New York City. In late August, we sent a notice out to New York City's 4.3 million registered voters in the four languages required in New York, informing them of the Super Pollsites, and the new voting option now at their disposal. We updated our website giving the public 24-hour access to new information as it became available.

## **Legal Notices**

In accordance with New York State election law, legal notices were placed in newspapers one week before the election. These ads contained the names, addresses and political party affiliation of each candidate running in every election throughout the city. Ads were also placed the day before the election and the day of the election that contained the date of election as well as the hours that the polls are open. We also placed a full page ad informing the public of the availability of the Ballot Marking Device at their respective Borough Super Poll Site.



# Voter Registration



**BETH FOSSELLA**  
Coordinator, Voter Registration Activities

The Voter Registration Department, is responsible for all activities pertaining to voter registration in New York. This includes:

- Reaching out to all eligible voters in the City of New York and making them aware of the importance of being a registered voter and how much their vote counts. This is accomplished thru:
  1. conducting registration drive at various community activities (street fairs, work fairs, community organization meetings, senior citizen community centers, etc.);
  2. visiting the high schools within the city informing students who are going to be eligible to vote, how important it is to be a registered voter;
  3. distribution of voter registration material to the public. It is to be noted that all voter registration material is translated, in accordance to law, in the four languages – English, Spanish, Chinese and Korean.
- Providing and making sure that all registration material is updated in accordance with New York State Law.
- Sorting all registration applications according to Borough, time stamp all registration applications that are filled out by potential voters according to the code which they fall under, keep a tracking of the coding of the registration application, and then distribute to the borough office.
- Making sure that all Voter Registration material is updated and translated into the four languages required by law, English, Spanish, Chinese and Korean.
- Providing and updating all voter registration information that must be put up on the Board of Election's web page. This information is done in English, Spanish, Chinese and Korean.

## **INFORMATION NOTICES**

In August of each year the Board of Elections sends out Voter Information Notices to all Active and Inactive Registered Voters. These Information Notices give the voter all the necessary information regarding the upcoming elections as well as informing the voter where his Poll Site is and what district the voter must vote at. The total number of Information Notices sent out to the voter in August 2006 was 4,353,273.

# Election Day Operations / Poll Site Management



**ROSANNA KOSTAMOULAS RAHMOUNI**  
Coordinator, Election Day Operations

## **POLL WORKER RECRUITMENT AND OUTREACH**

This department is charged with the responsibility for the recruiting, training, placement and performance of the approximately 37,000 individuals who “man” the polls and serve voters on Election Day.

There are several different Poll Worker positions varying in qualifications and different in degrees of responsibility:

The **COORDINATOR** is placed in polling sites with multiple election districts (ED's) or boards, serves as the troubleshooter and supervises or “coordinates” the workers and assures that voters receive courteous, prompt and proper service.

**INFORMATION CLERKS** are placed at sites with multiple election districts and, through the use of the Street Directories and polling place lists, can direct voters to their correct voting districts and polling places.

**DOOR CLERKS** are assigned to polling places with alternate handicapped accessible entrances where the doors cannot remain open or assistance is required.

**INSPECTORS** and **POLL CLERKS** are the actual backbone of the Board's Election Day workforce. There are four **INSPECTORS** at each Election District or board, two enrolled Democrats and two Republicans. The NYS Election Law requires the equal representation of the two major parties (receiving the highest and second-highest number of votes at the last gubernatorial election) to ensure a “checks and balances” so that no one party has the advantage. **POLL CLERKS** likewise are equally divided and these workers are mainly used when there are more than 750 voters in a district. They collect the cards from the voters and change the party lever to reflect the political party enrollment of the voter. These individuals may also stand in for Inspectors if there are vacancies.

# Election Day Operations / Poll Site Management Cont'd

**INTERPRETERS** assist limited-English voters in various neighborhoods and counties in NYC. The Board provides Spanish/English, Chinese/English (Cantonese/Mandarin) and Korean/English Interpreters in areas with a high concentration of these individuals as indicated by the last Census figures.

**A.D. POLL SITE MONITORS** are a group of specially trained Poll Workers that monitor an assembly district on Election Day and troubleshoot and correct any problem at the poll site.

While the Coordinators, Inspectors and Poll Clerks are required by law to be citizens and registered voters, the Information Clerk, Interpreter and Door Clerk positions have no such requirements. County applicants make up a great portion of the total complement needed to staff the polls, but thousands of positions still must be filled. To this end the Board trains and assigns Poll Workers recruited from the City University of New York and various civic and advocacy groups. Poll Worker applicants also received and submitted forms they had obtained from the Board's VOTE-NYC (manned and automated) Phone Bank and Borough Offices, from its website: [www.vote.nyc.ny.us](http://www.vote.nyc.ny.us) or by indicating interest in serving on their voter registration applications.

## **POLL WORKER TRAINING AND INITIATIVES**

During 2006 fifty-three Adjunct Trainers conducted Poll Worker training by holding 2463 classes in 77 sites throughout New York City. Three-hour Poll Worker classes are presented and augmented by demonstration of the mechanical voting machine currently used in the city. Visual aids, various voter information forms and materials used in elections are displayed and the Training Manual is provided to each applicant for guidance and review.

The Training Manual and the Poll Site edition were made into one Poll Worker Manual. In 2006. We added a new section in the Poll Worker Manuals regarding Diversity as well

as incorporating Customer Service Training in our Poll Worker Classes. VOTE-NOTES, which are a quick reference tool the Poll Workers use on Election Day, were produced, once again. The Board's Poll Worker Training Video was aired on various cable television stations, so that they could tune in and brush up on procedures before the elections. Many district and poll site signs were reworked to provide voter information and assistance in all four mandated languages. These multi-language materials, including "How To Use The Voting Machine" stickers, laminated handouts and the NYS Voters Bill of Rights, were made available at all NYC poll sites.

This year we used Ballot Marking Devices at all our Borough Offices for the Primary & General Elections. The Ballot Marking Devices can accommodate people with disabilities. We specially trained our Poll Workers on the Ballot Marking Devices, which included sip & puff, audio and rocker paddles.

## **NURSING HOMES PROGRAM**

Through this program the Board of Elections provides special services to Nursing Care Residential Facilities and their occupants. In the Primary and General Elections of 2006, BOE staff assisted by making 203 visits to Nursing Home facilities and 8,190 absentee ballots were delivered to the residents of these facilities.

## **2006 ELECTIONS**

The various poll worker positions include Coordinator, Inspector, Poll Clerk, Interpreter, Door and Information Clerk and A.D. Poll Site Monitor. Of the 78,276 positions utilized in the Primary & General Elections, 78,154 poll workers were assigned to specific poll sites. Approximately 3,960 were assigned as standby workers to fill vacancies. Approximately 60,769 poll workers worked during the 2006 Primary and General Election.

# Voting Machine Department



**JOHN O'GRADY**  
Chief, Voting Machine Technician

In 2006, the Board of Elections continued to take an aggressive position in maintaining its 40-year-old voting machines. The Board continues to enhance its Fleet Management System, which records and tracks the history of each voting machine. The system records all Election Day trouble calls; dispatches staff and records the resolutions of all calls. The Board continued to improve its response time for Election Day trouble calls and the number of necessary calls.

# Facilities Operations



**NICHOLAS SQUICCIARINI**  
Facilities Manager

In March 2006, the Board moved out of 460 12th Avenue (the Manhattan Voting Machine Facility) into swing space at the Farley Post Office Building, as construction work started on the Board's future Manhattan Voting Machine Facility home at 450 West 33rd Street. The move was completed within the time line set by DCAS and the Board was fully operational in less than a week. Also, the Brooklyn renovation was completed and the Brooklyn office moved back in to their renovated space in May 2006 from their swing space at 210 Joralemon Street. All other Board locations continued being maintained and upgraded.

# Procurement Department



**ELLIOT B. BORACK**  
Agency Chief Contracting Officer, CPPB

The function of the Procurement Department is to monitor and oversee all Board of Elections spending and contracting for goods and services, and to ensure compliance with the New York City Procurement Policy Board Rules (known as the PPB).

The PPB was developed to ensure that all city agencies' procurement practices are uniform in application; and provide fair and equitable treatment to all persons doing business with the city.

## **Vendor Database**

The Board's vendor database continues to expand. Financial Management System has provided access to a wider range of vendors. The Board continues to look for ways to increase competition for goods and services and cost savings to the agency.

## **Vendex Contractor Performance Evaluations**

All Board of Elections' contracts are evaluated annually and several are reviewed twice a year. The evaluations provided positive responses to vendors, and helped the Board quickly identify vendors that did not fulfill their contractual responsibilities.

## **Monitoring Contractors**

Since the inception of this program in 1996, the Boards' contractors' damages to Board owned equipment continues to decrease significantly. This monitoring continues to save the Board money and improves the overall quality of service from contractors.

## **Financial Management System (FMS) Procurement Project**

The department continues to participate in the citywide training for the Financial Management System known as FMS. Although the system is operational, enhancements are on-going for adjustments to accommodate additional procurement needs and new ideas.

# Electronic Voting Systems Department



**LUCILLE GRIMALDI**  
Director, Electronic Voting Systems

The Electronic Voting Systems Department (EVS) is responsible for all practical aspects of voting systems used in the conduct of elections in New York City. In 2006, New York City began the transition from the use of our current mechanical voting systems to electronic voting systems, including the introduction of the use of ballot marking devices accessible for individuals with disabilities (BMDs).

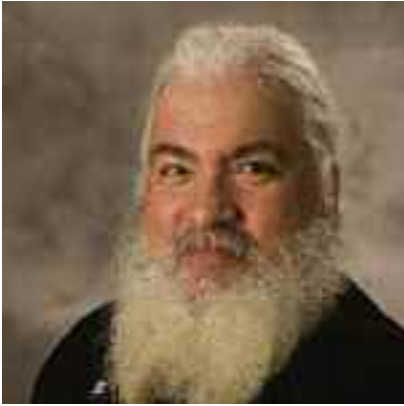
In response to the court order to place ballot marking devices in each borough of the City, EVS began working on processes new to the Board such as the production of audio ballots, the formatting of electronically displayed ballots, and the use of accessibility devices. Project teams were formed to work in the areas of Interface Development and System Testing, Audio Ballot Program Development, Staff Procedures Development, Poll worker Training Program Development, and Public Education.

EVS scheduled vendor demonstrations at the Board, and was involved in the process of selecting BMDs through an evaluation process that included machine examination and public demonstrations. EVS advised the Election Commissioners through the BMD selection process and in May, Board Commissioners selected the Avante Vote Trakker ballot-marking device to be placed in the Board's five borough offices. Each centralized location served as a poll site for its respective borough. In addition to the evaluation process, EVS participated in the development of procedures, for the approval of the Commissioners and implementation by the Board, for election operations. EVS also participated in the training of Board personnel.

In 2006, EVS technical staff developed the Ballot Information Translation System (BITS) that more efficiently processes translations, and will be used along with anticipated electronic voting systems. The BITS system will maintain translations for candidate names and other ballot elements, and respond to last-minute ballot changes. It will be a central historical repository for previously translated ballot data as well as a future reference for upcoming elections.

While EVS worked on the implementation of the ballot marking devices, the department also continued its work on planning and development for the long-term system to be implemented in the immediate future. The Selection Plan was finalized to evaluate proposed voting systems and to prepare reports for the Commissioners' consideration when making their choice. The department continued a review of the Board's operations in its executive and borough offices and identified procedures that will change when the current lever machines are replaced with electronic ones. EVS reviewed procedures that occur at poll sites on Election Day to assess their suitability for electronic machines. EVS participated in the development of Election Day support requirements, and an analysis of the makeup of the Poll worker Team to develop recommendations for poll worker teams needed for the new electronic voting system to come.

# Personnel and Records Management



**PHIL V. DONAHUE**  
Director of Personnel/  
Records Management Officer

The Director of Personnel processes all new employees upon their appointment. In addition to various documents the Director of Personnel advises all new employees of their responsibilities and requirements. Picture ID cards are issued to all employees during their indoctrination.

The Director of Personnel is directly responsible for maintaining and updating health benefits, pension, management benefits fund, deferred compensation as well as all other NYC benefits. A new health benefits system, NYCAPS is being deployed around the city with agencies being added as scheduled. The board will be going live in early 2007. NYCAPS is a client/server web based application that will replace the main frame PACES system.

In addition, responsibilities include serving as liaison to the NYC Law Department in filing and maintaining all Workers' Compensation claims. A total of 20 claims of work related injuries were filed with the Personnel Office during the year 2006. Loss of time due to these injuries varied from several weeks out to a matter of only a few hours lost.

The Personnel Director represents the Board of Elections in the City of New York at all labor negotiations, contract negotiations, as well as answering grievances filed with the City's Office of Labor Relations. The issue of a 1% general wage increase was negotiated during 2005. The collective bargaining agreement between the City of New York and CWA, Local 1183 calls for a 1% general wage increase is to be awarded to its members at the end of the 2003-2005 contract effective June 30, 2005. The award must be justified by cost savings through productivity. The Personnel department put together a proposal showing an average savings of over \$400,000.00 per year by printing Political Sub-Division Maps in house. The final ruling came in 2006 with the members being awarded the 1% general wage increase retro active to the end of the 2003-2005 contract.

There were also a number of equal pay grievances filed by the union on behalf of several employees. With the new grievance procedures in place the process moved along smoothly.

It is also this department's responsibility to work directly with the NYC Office of Safety and Health in maintaining a safe and healthy work environment for all employees. On numerous occasions complaints of possible health risks were reported to the Personnel Department prompting immediate action and referral to the NYC Office of Safety and Health for recommendations. The New York County Voting Machine Facility moved to their permanent home and health conditions were a very big component of the design of the facility.

# Personnel and Records Management Cont'd

Other direct responsibilities include serving as Employee Assistance Programs officer in referring employees with needs to counseling programs. Numbers of employees entering Employee Assistance Programs or any details to the nature of their needs will remain confidential. Suffice it to say that employees are encouraged to seek help of all kinds with this office and no one is turned away. In cases where an employee is mandated to seek counseling as a result of a disciplinary action the employee's compliance and progress is closely tracked. The Director of Personnel also holds the title of Equal Employment Opportunity Commission officer responsible for insuring all referable laws are enforced. Investigations are conducted as required when complaints are filed.

In 2006 the following training programs were successfully completed utilizing our contract with the Borough of Manhattan Community College:

## **Assessing the Election Process**

1. Assessment of 2005 with Voting Machine Facility Supervisors and Borough Department Managers
2. Assessments with Election Day Operation staff to identify diversity and customer service issues
3. Assessment of 2005 with Chief/Deputy Chief Clerks and General Office Senior Managers in separate sessions.

## **Basic Supervisory Leadership**

Performed agency wide for staff promoted to supervisory positions since the 2005 sessions.

## **Adjunct Trainer Workshops**

Conducted to insure that those who train our Poll Workers are using proper techniques and methods.

## **Communication and Presentation Skills for EDO Staff**

Training for EDO staff members who are part of the Voter Outreach Program.

In addition to our extensive training program with BMCC the board also takes advantage of training offered by the Department of City Wide Administrative Services in their training center. Various employees of the board availed themselves of the following:

- INTERMEDIATE OUTLOOK 2002
- INTRODUCTION TO OUTLOOK 2003
- INTRODUCTION TO EXCEL 2000
- VISIO PROFESSIONAL 2000, LEVEL I
- INTRODUCTION TO WORD 2002
- ADVANCED EXCEL 2000
- WORD 2002, LEVEL 1
- INTERMEDIATE WORD 2002
- CRYSTAL REPORTS 10, LEVEL 1
- INTERMEDIATE EXCEL 2003
- OUTLOOK 2002, LEVEL 2

The responsibility of discipline also falls to the Director of Personnel. The Personnel Guidelines must be updated as needed and all rules and regulations are enforced through the disciplinary process by the Director of Personnel. Investigations and hearings are conducted as required. Disciplinary hearings are conducted and actions taken under the direction of the Commissioners. A total of 10 hearings were conducted during 2006. Determinations of those hearings varied from termination to various levels of probation and/or suspensions.

The job responsibilities also require substantial travel around the city to visit all offices and voting machine facilities as needed, at times at a moments notice. Meetings are also conducted at various other agencies.





**JOHN WARD**  
Finance Officer

The Finance Office is responsible for all budget, payroll and accounting functions of our agency. The on-going responsibilities of the Finance Office involve multi-year planning, appearances before the City Council, meeting with the Office of Management and Budget, the Comptroller's Office and other central agencies.

#### FINANCIAL ANALYSIS FOR FISCAL YEAR 2006

	<b>FY 2006 Adopted Budget</b>	<b>FY 2006 Final Budget</b>
<b>Personal Services</b>	18,503,420	17,853,69
<b>Other than Personal Services</b>	59,381,391	47,948,879
<b>Total</b>	77,884,811	65,802,570
<b>Staff</b>	326	

# General Counsel



**STEVEN H. RICHMAN**  
General Counsel

The General Counsel provides legal counsel to the Commissioners of Elections and to the Board's executive staff on a wide range of matters relating to ballot access, the conduct of elections, and governmental agency administration.

## **Administration**

General Counsel drafts for consideration and adoption by the Commissioners all election calendars. General Counsel drafts for consideration and adoption by the Commissioners proposed Rules for Designating and Independent Nominating Petitions. In addition, General Counsel recommends to the Commissioners revisions of formal Board policies and procedures to insure legal compliance.

## **Legislative Activities**

General Counsel regularly monitors all legislative and judicial action that impacts election administration and advises the Commissioners on all legal developments affecting the administration of elections, including statutory compliance with State and Federal mandates related to the Voting Rights Act and the Help America Vote Act and related judicial directives. In addition, General Counsel drafts for consideration by the Commissioners the Board's annual proposal of legislative amendments for presentation to, and consideration by, the State legislative leaders.

## **Compliance Activities**

General Counsel advises the Commissioners on all elements of the Board's compliance with the federal Voting Rights Act. Any change in election administration affecting voter election participation in a covered county\* must be approved in advance by the Department of Justice. To ensure compliance with the Voting Rights Act, General Counsel oversees the preparation and filing of all applications necessary for filing with the Civil Rights Division of the United States Department of Justice and General Counsel advises the Commissioners accordingly.

## **Ballot Access**

In addition to drafting the proposed Rules for Designating and Independent Nominating Petitions, General Counsel oversees all aspects of the process for candidate filing and Board review of nomination petitions. In addition to overseeing this Board function, General Counsel acts as liaison with the Board's trial counsel in connection with any judicial review of related Board function.

## **Litigation**

General Counsel acts as the Board's liaison with the Board's trial counsel on all matters of litigation involving the Board of Elections, its operations, and personnel.

\* In New York City the counties covered by the Voting Rights Act are New York County, Kings County, Queens County, and Bronx County.

# Management Information System Department (MIS)



**STEVEN FERGUSON**  
Director, MIS

## **Overview**

The Management Information System Department (MIS) operates the Board's Data Center, Help Desk, System Elect (S-Elect) (which is the framework for the Candidate Processing and Election Support System (CPESS) and Poll Worker Requirements and Support System (PWRSS), and District maps using Maptitude software. In addition, the Department is responsible for the Board's Phone Bank Interactive Voice Response System (IVR) (1-866-VOTE-NYC).

## **Data Center**

High-speed lines are being added to replace old existing lines. MIS has maintained system backups for mass storage devices and DLT tape cartridges for backup of all files. The Department has procured software to permit the continuous updating and correcting of voter addresses. The Department has finalized the necessary programming and training.

The Department continues with the use of the Help Desk System. This system tracks all trouble calls and assigns them to appropriate staff for resolution and closure. In-house staff of other departments are very satisfied with this system. The Board continues to work in conjunction with Department of Information & Telecommunications Technology (DOITT).

## **Phone Bank**

866-VOTE-NYC continues to be a great success since its inception and continues to aid hundreds of thousands of callers.

Peak calls arrive a few weeks prior to an Election and most importantly on Election Day and in the following few weeks afterward. When nearing an upcoming election, the phone bank employs additional staff who speaks several languages (English, Spanish, Chinese and Korean). Questions regarding accessibility, registration, absentee applications are but just a few of the questions posed to Board's staff who are manning the phones. A poll site locator feature was added to give voters information thru the phone bank/IVR system. Due to extremely high volumes in the 2004 Election cycle, the Board worked closely with DOITT to upgrade and enhance the Phone Bank's capabilities. The 2006 Election cycle went smoothly.

## **Interactive Voice Response System**

The Interactive Voice Response System (IVR) continues to be successful. The system is available 24 hours a day, 365 days of the year. The public has direct access to certain data in all four languages.

# Management Information System Department (MIS) Cont'd

## **Print Shop**

The Print Shop produces regular weekly mail, Party Enrollment Books (all parties), street finders, National Change of Address (NCOA) notices and Counter copy. All were produced on schedule. The Print Shop produced/published as many times as it could in anticipation of the year's election cycles.

MIS and Print Shop staff held their usual meetings with Xerox Business Systems (XBS) representatives to discuss and plan the poll book printings for all the scheduled elections. Network monitoring and new systems have been developed

## **Project Development**

In 2006, the S-Elect Candidate Processing and Election Support System (CPESS) and the Poll Worker Resource Support System (PWRSS) applications entered the second full year where both were operational. The 2006 Primary, General and several Special Election Events were conducted successfully using the CPESS and PWRSS support information systems. These systems continued to be enhanced by improving operational features, reports and sub-applications most notably:

1. Candidate Financial Tracking Application
2. County Committee Enhancements
3. Enhanced Calendar Features
4. Enhancement to Office Holder Sub-Application
5. Additional CPESS and PWRSS Reports
6. Ballot Marketing Device Interface

Also, in 2006 initial development work was started for the redesign and integration under S-Elect of the Poll Site application. This major application will be implemented in 2007. In addition to development and application enhancements, the planning for the new server and IT infrastructure program was completed. The CPESS and PWRSS systems also were audited by Comptroller's Office and were found to meet all specifications and design objectives. Network Monitoring and new systems have been developed, as well.

# General Elections Turnout

	# Of Reg. Voters	Turnout	Percent
1953 Mayor	2,369,858	2,244,146	93%
1957 Mayor	2,442,888	2,224,054	91%
1961 Mayor	3,239,879	2,467,546	76%
1965 Mayor	3,281,689	2,652,451	80%
1969 Mayor	3,026,745	2,458,203	81%
1970 Gov.	3,046,373	2,290,020	75%
1971 Judicial	3,068,015	Non-citywide	Non-citywide
1972 Pres.	3,067,749	2,267,237	73%
1973 Mayor	3,565,147	1,790,053	50%
1974 Gov.	3,161,656	1,822,567	58%
1975 Judicial	2,912,126	Non-citywide	Non-citywide
1976 Pres.	2,720,105	2,143,345	79%
1977 Mayor	2,887,530	1,486,536	51%
1978 Gov.	2,714,331	1,526,574	56%
1979 Judicial	2,237,193	Non-citywide	Non-citywide
1980 Pres.	2,525,464	2,013,164	80%
1981 Mayor	2,345,001	1,305,368	56%
1982 Gov.	2,544,394	1,685,956	66%
1983 Judicial	2,489,526	Non-citywide	Non-citywide
1984 Pres.	3,014,459	2,340,181	78%
1985 Mayor	2,842,517	1,170,904	41%
1986 Gov.	2,614,470	1,288,842	49%
1987 Judicial	2,514,605	Non-citywide	Non-citywide
1988 Pres.	3,017,013	2,126,418	70%
1989 Mayor	3,183,741	1,899,845	60%
1990 Gov.	3,052,259	1,159,134	38%
1991 Council	2,962,958	Non-citywide	Non-citywide
1992 Pres.	3,360,568	2,211,473	66%
1993 Mayor	3,301,683	1,898,437	57%
1994 Gov.	3,246,464	1,576,160	48%
1995 Judicial	3,151,812	Non-citywide	Non-citywide
1996 Pres.	3,532,348	2,028,013	57%
1997 Mayor	3,514,974	1,409,347	40%
1998 Gov.	3,415,858	1,537,010	45%
1999 Judicial	3,426,017	Non-citywide	Non-citywide
2000 Pres.	3,672,265	2,282,944	62%
2001 Mayor	3,715,022	1,520,443	40.92%
2002 Gov.	3,832,437	1,415,095	36.92%
2003 Council	3,667,266	Non-citywide	Non-citywide
2004 Pres.	4,002,497	2,459,652	61.45%
2005 Mayor	3,944,831	1,315,360	33.34%
2006 Gov.	3,799,353	1,244,874	32.77%

# Active Registration Totals by County

Totals as of: 10/30/2006

Borough		Republican	Democrats	Independence	Conservative	WFM	Green	Liberal	Right to Life	Marijuana Reform	Libertarian	Other	Blank, Void Missing	Total
Manhattan		97956	620540	21805	1830	1488	2703	3645	1023	7	68	696	153604	905365
Bronx		44232	439792	10417	3116	2063	416	2774	1381	5	8	117	77427	581748
Brooklyn		113098	813105	21027	4371	3591	3047	4745	2002	8	39	293	183487	1148813
Queens		133722	588063	18551	5923	2310	1458	4505	1945	2	12	212	171789	928492
Staten Island		72885	104734	5799	3957	766	326	1223	767	0	5	28	44445	234935
City Wide	Active	461893	2566234	77599	19197	10218	7950	16892	7118	22	132	1346	630752	3799353



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