

THE MEETING OF THE COMMISSIONERS
IN THE CITY OF NEW YORK
HELD ON TUESDAY, AUGUST 23, 2016
AT 1:30 P.M.
42 BROADWAY, 6th FLOOR, COMMISSIONERS' HEARING ROOM
NEW YORK, NY 10004

PRESENT: Secretary Frederic M. Umame

Commissioners John Flateau, Lisa Grey, Alan Schulkin, Simon Shamoun,
Rosanna Vargas

Michael J. Ryan, Executive Director
Dawn Sandow, Deputy Executive Director
Pamela Perkins, Administrative Manager
Georgea Kontzamanis, Operations Manager
Steven H. Richman, General Counsel
Raphael Savino, Deputy General Counsel
Nina Crispino, Director, Personnel
Debra Leible, Coordinator, Election Day Operations
John Naudus, Manager, Electronic Voting Systems
Thomas Sattie, Associate Staff Analyst, Ballot Coordinator
Kenneth Moltner, Counsel to the Commissioners
Steven B. Denkberg, Counsel to the Commissioners

GUEST: Kate Doran, LWVNYC
Amanda Melillo, CFB
Katharine Loving, NYC Campaign Finance Bd.
John D. Smith
Alan Flacks, Member of NY County Democratic Committee
Anna Maria Thomas

In President Guastella's absence, Secretary Umame called the meeting to order at 1:39 P.M.

Commissioner Schulkin moved to adopt the minutes for the August 16, 2016 meeting. Commissioner Grey seconded the motion, which was unanimously adopted.

Mr. Ryan reported on a voter notification issue and resolution. There was an issue that affected 8,424 voters in two (2) Brooklyn poll sites – St. Cecilia and St. Francis. Copies of the examples were distributed for review. Board staff met with the print vendor Vanguard yesterday, and it was found that Vanguard made a manual mail merge error which printed the incorrect Voter Entrance on the outside of the Voter Notification. The inside of the voter notification contained the correct Voter Entrance. Ms. Vazquez confirmed that the punch-out Voter Information Card in the Voter Notice contained the correct Voter Entrance as well. Vanguard acknowledged the error, is currently fixing the notices, and will absorb all printing and postage costs. A large, double-sided, correction notice will be mailed to these specific voters. Vanguard reviewed the entire mail run for the 4 million registered voters in the five (5) boroughs, and this was the only area where there were issues.

Mr. Ryan provided an overview of the Clear Ballot System which would assist and automate the 3% audit process. He previously forwarded

an email on this item to the full Board at the direction of the Ballot Committee. The Ballot Committee (consisting of Commissioners Araujo, Grey, Guastella, Michel, Rendino, and Vargas) held a meeting and received a presentation on the capability of the auditing software. The presentation can be viewed on the Board's website. Mr. Ryan reported that it was the Ballot Committee's recommendation for the Board's ACCO to move forward with exploring and determining if a sole source acquisition is possible of the Clear Ballot System which is to be conducted in compliance with the City's Procurement Policy Board Rules. Mr. Ryan explained that the Clear Ballot System double-checks the ballot auditing process. A high-speed scanner scans images of the ballots that is more interactive than a PDF image. The software can sort by individual ballot, and can be cued for each ED/AD citywide. Ballot images could also be viewed on a flat screen for the public during the audit process. Maryland and Broward County in Florida currently use the Clear Ballot System for their audit. It was noted that Broward County has increased their audit from the required 3% to 100% for every election for public confidence. The system is a safeguarded internal software program and is not available outside of the boards of elections. It was noted that the Clear Ballot System is the only vendor that is New York State Board Certified which took several years to be certified. It was noted that there are no other

companies with similar software that can assist with the ballot audit process. If the ACCO determines that the system is a sole acquisition, then there will be a presentation to the full Board, and all operational questions and price points will be discussed. Commissioner Vargas moved for the Board to move forward exploring the Clear Ballot System. Commissioner Flateau seconded the motion, which was unanimously adopted.

Mr. Ryan reported on the Board's poll worker recruitment campaign. From July 11, 2016 to date, the Board has received a total of 3,747 pending poll worker applications from CUNY, transit and Facebook ads. It has been a 350% increase. From January 1, 2016 to date, the Board has received a total of 1,039 poll workers applications from community mail. Mr. Ryan reported that NYC DOE Chancellor Farina is interested in pushing out information on the student as poll workers program at regular and advanced High Schools, especially the 18 year old students, as they do not require permission letters. Commissioner Flateau recommended for Board staff to reach out to CUNY's Chancellor as well because the Fall semester has just started. Mr. Ryan reported that from July 11, 2016 to date, the Board has received a total of 722 CUNY poll worker applications.

Ms. Leible presented the Poll Worker Exception Report for the September 13, 2016 Primary Election. Each borough's exceptions were previously approved by the Borough Commissioners. The information follows:

- Manhattan – No exceptions.
- Bronx – No exceptions.
- Brooklyn – 2 Coordinators, 2 Information Clerks, 17 Student Inspectors (full day), and 1 Student Peak Coverage.
- Queens – 4 Coordinators
- Richmond – 3 Accessibility Clerks, 12 Coordinators, 8 Poll Clerks, and 13 Information Clerks.

Commissioner Flateau moved to adopt the Poll Worker Exceptions Report for the September 13, 2016 Primary Election. Commissioner Shamoun seconded the motion, which was unanimously adopted. Ms. Leible noted that there is a lot of interest in the peak hour poll worker assistance at CUNY for the November General Election.

Mr. Sattie reported on the amount of ballots to order for the September 13, 2016 Primary Election. Based on the past three (3) years of Primary Elections, Mr. Sattie recommended the following amount:

- To print ballots for 65% of the registered voters in the Democratic, Republican and Conservative Parties;
- 1 package of 25 ballots per ED, or per poll site, for the Women's Equality Party and Reform Party Primary Elections;
- 100 affidavit ballots per ED for the Democratic and Republican Parties;
- 1 package of 25 affidavit ballots per ED, or per poll site, for any Primary Elections in the Conservative, Women's Equality and Reform Party Parties.

Secretary Umame recommended ordering 10 ballot packages instead of 25 ballot packages due to the very small amount of registered voters in the Reform Party and Women's Equality Party. It was noted that there is a Reform Party Primary in the 76th A.D. in Manhattan and 46th A.D. in Brooklyn, and a Women's Equality Party Primary in the 28th S.D. and 73rd A.D. in Manhattan. There are approximately 10 voters or less in these Districts. Secretary Umame moved to adopt Mr. Sattie's recommendation for the amount of ballots to order for the September 13, 2016 Primary Election, with an amendment to order 1 package of 10 ballots and 1 package of affidavit ballots for the Women's Equality Party and Reform Party Primary Elections per poll site. Commissioner Shamoun seconded the motion, which was unanimously adopted.

Mr. Savino requested for a Cover Sheet Review Committee to meet immediately after the meeting to review items. Secretary Umane and Commissioner Schulkin were designated as the Cover Sheet Review Committee.

Secretary Umane moved to convene Executive Session for purposes of personnel and litigation. The motion was seconded and unanimously adopted.

Following Executive Session, the open public meeting resumed and Mr. Ryan reported the following action that was taken in Executive Session:

- I. The Commissioners unanimously granted an advance of 210 sick hours to Jose Cintron, a Trainer Assistant in the General Office, to be used intermittently and to be paid back.

Secretary Umane moved to adjourn the meeting. The motion was seconded, and unanimously adopted.

The next stated meeting of the Commissioners will be held on Tuesday, August 30, 2016 at 1:30 P.M.