



**U.S. Election Assistance Commission
Board of Advisors**

**Meeting Agenda
Monday, June 28, 2004**

**Sheraton Suites Hotel
Houston, Texas**

- Noon – 1:15 p.m.** Hosted Lunch
- 1:30 – 2:00** Call to Order, Introductions – EAC Vice Chair Gracia Hillman
- 2:00 – 2:15** Remarks - EAC Commissioners DeForest Soaries, Chairman; Gracia Hillman, Paul DeGregorio, Ray Martinez III
- 2:15 – 3:15** Review of Board’s Mission, Role and Responsibilities – Commissioner Hillman
- Review of HAVA Title II, Sections 211 - 216
 - Procedures for Election of Chair
 - Communications and Meeting Protocols
 - EAC Executive Director Search Committee
- 3:15 – 4:00** Overview and Discussion of EAC “Best Practices” Draft Document - Commissioners DeGregorio and Martinez, and Board Member Thomas Wilkey
- 4:00 – 4:15** Presentation by U.S. Department of Commerce National Institute of Standards and Technology (NIST) – Craig Burkhardt, Chief Counsel for Technology, U.S. Department of Commerce, and Allan Eustis, Project Leader, Voting Systems Standards, Information Technology Laboratory, NIST
- 4:15 – 4:45** Discussion of EAC and NIST Working Partnership and the Technical Guidelines Development Committee (TGDC) – Commissioner DeGregorio, Craig Burkhardt and Allan Eustis

- 4:45 – 5:00** Discussion of Future Activities
- Uniformed and Overseas Citizens Absentee Voting Act (UNOCAVA) Best Practices
 - Voluntary Voting System Guidelines
 - Title III Voluntary Guidance
- 5:00 -- 5:15** Summary of Meeting Outcomes
- 5:15 – 5:30** Closing Remarks
- 5:30** Adjourn
- 6:30 – 8:00 p.m.** Hosted Dinner with EAC Standards Board