

U.S. ELECTION ASSISTANCE COMMISSION
Standards Board Meeting Minutes
May 23 – 24, 2006

The U.S. Election Assistance Commission Standards Board (hereafter referred to as Standards Board) met in Washington, DC on Tuesday, May 23 and Wednesday, May 24, 2006, at the Hamilton Crown Plaza Hotel. The meeting convened at 12:00 noon on May 23 and adjourned at 3:40 p.m. on May 24.

Tuesday, May 23, 2006

Luncheon Meeting Presentations

The Luncheon portion of the meeting began at 12:00 noon. EAC Vice Chairman (Commissioner) Ray Martinez, the EAC Designated Federal Officer (DFO) for the Standards Board, delivered welcoming remarks on behalf of the U.S. Election Assistance Commission (EAC). He introduced the EAC staff and consultants who would be presenting during lunch as follows: Julie Thompson-Hodgkins discussed the development of EAC's Legal On-Line Information Clearinghouse; Rick Korfe of the American Institute of Graphic Art presented the work being done for EAC to create model ballots and polling place signage; Edgardo Cortes discussed progress on EAC's study of public access portals, and the work of EAC's Spanish and Asian language working groups.

Call to Order

Executive Board Chair Peggy Nighswonger called the Standards Board to order at 1:45 p.m.

Roll Call

Executive Board Secretary Bill Campbell called the roll and found present: Nancy Worley of Alabama; Whitney Brewster of Alaska; Shelly Crowden of Alaska; Soliai Fuimaono of American Samoa; Kevin Tyne of Arizona; Mitch Etter of Arizona; Mary Lou Slinkard of Arkansas; Brad Clark of California; Howard Sholl of Delaware; Alice Miller of the District of Columbia; Dawn Roberts of Florida; Bill Cowles of Florida; Lynn Bailey of Georgia; Gerald Taitano of Guam; Scott Nago of Hawaii; Glenn Takahashi of Hawaii; Daniel White of Illinois; Todd Rokita of Indiana; Shannon Weisheit of Indiana; Sarah Ball Johnson of Kentucky; Don Blevins of Kentucky; Louie Bernard of Louisiana; Julie Flynn of Maine; Clairma Matherne of Maine; Bill Campbell of Massachusetts; Thomas Luitje of Michigan; Tonni Bartholomew of Michigan; Mary Kiffmeyer of Minnesota; Sharon Anderson of Minnesota; Leslye Winslow of Missouri; Richard Struckhoff of Missouri; Vickie Zeier of Montana; Harvey Lomax of Nevada; Anthony Stevens of New Hampshire; Carol Johnson of New Hampshire; Maria Delcoch of New Jersey; Joanne Armbruster of New Jersey; Rebecca Vigil-Giron of New Mexico; John Haggerty of New York; Edward Szczesniak of New York; Johnnie McLean of North Carolina; James Silrum of North Dakota; Michael Montplairer of North Dakota; Steve Harsman of Ohio; John Lindback of Oregon; John Kauffman of Oregon; Regis Young of Pennsylvania; Nestor J. Colon-Berlingeri of Puerto Rico; Juan Toledo-Diaz of Puerto Rico; Marilyn Bowers of South Carolina; Kea Warne of South Dakota; Sue Roust of South Dakota; Trey Trainor of Texas; Dana DeBeauvoir of Texas; Michael Cragun of Utah; Robert Pero of Utah; Deb Markowitz of Vermont; Jean Jensen of Virginia; Allan Harrison of Virginia; Corinna Plaskett of Virgin Islands; Natalie Thomas of Virgin Islands; Paul Miller of Washington;

Bob Terwilliger of Washington; Kevin Kennedy of Wisconsin; Sandra Wasolowski of Wisconsin; Peggy Nighswonger of Wyoming; Julie Freese of Wyoming. Sixty-six (66) members were present (other members joined after the meeting began).

Chair Nighswonger declared a quorum present.

Other Business

Chair Nighswonger introduced the members of the Executive Board: Secretary Todd Rokita of Indiana; Secretary Deb Markowitz of Vermont; John Lindback of Oregon; Sarah Ball Johnson of Kentucky; Bill Campbell of Massachusetts (Executive Board Secretary); Harvey Lomax of Nevada; Louie Bernard of Louisiana. (There existed one vacancy, which occurred when Mike Scortino, first Chairman of the Executive Board, resigned from the Standards Board).

The Executive Board acknowledged the pending resignation of Commissioner Martinez from EAC with expressions of appreciation on behalf of the Standards Board and the presentation of a plaque.

Appointment of Parliamentarian

Chair Nighswonger appointed Secretary of State Kiffmeyer to serve as Parliamentarian.

Adoption of the Agenda

Tonni Bartholomew moved adoption of the agenda as presented with the meeting materials; it was seconded, voted and approved.

Review of Meeting Materials

Chair Nighswonger reviewed the materials that were contained in the meeting binders. She recommended that approval of the minutes of the August 24-25, 2005 meeting be postponed to allow members time to review them. Without objection, approval of the minutes was deferred.

Review of Standards Board Bylaws

Kevin Kennedy gave an overview of the Standards Board's discussion and adoption of the bylaws that took place during its meeting of August 24-25, 2005. Chair Nighswonger informed that following this meeting, a bylaws committee would be appointed to consider recommendations on further development of the bylaws to be presented to the Standards Board at its next meeting.

Re-Adoption of Standards Board Charter

Commissioner Martinez briefed the Standards Board on the requirements of the Federal Advisory Committee Act concerning the filing of the Standards Board charter. He informed that it must be filed every two years. Rebecca Vigil-Giron moved approval of the re-filing of the Standards Board charter. Mr. Kennedy seconded the motion. It was voted and approved.

Election of Executive Board Vacancy

Without objection, it was agreed that the election to fill the current vacancy on the Executive Board would be conducted at this time on paper ballots. Per HAVA requirements, the vacancy is to be filled by a local official member of the Standards Board. The four (4) candidates (Standards Board members who had expressed interest in being elected to fill the vacancy) were Carol Johnson of New Hampshire, Sandy Wasolowski of Wisconsin, Ed Szczesniak of New York, and Tonni Bartholomew of Michigan. Each candidate made an oral presentation to the Standards Board.

Members were instructed to vote for only one candidate on the paper ballots. Chair Nighswonger appointed a three member committee to collect and count the ballots -- Sarah Ball Johnson, John Lindback and Todd Rokita.

Chair Nighswonger informed that due to term limits, there would be three vacancies on the Executive Board that must be filled in February 2007 – one state and two local representative seats. She further informed that following this meeting, a nominating committee would be appointed.

Discussion of Draft Report on Provisional Voting

Commissioner Martinez introduced the panel that would present the findings of research on provisional voting that had been conducted jointly for EAC by Eagleton Institute at Rutgers University and Moritz School of Law at Ohio State University. Present and discussing were Thomas O'Neill and Tim Vercellotti of Eagleton, Edward Foley of Moritz and Julie Thompson-Hodgkins, EAC General Counsel. They led a discussion on the draft report.

Recess

The Standards Board recessed from 4:20 – 4:40 p.m.

Report on Elections to Executive Board

Chair Nighswonger announced that 66 ballots had been cast and that Tonni Bartholomew had been elected to fill the vacancy on the Executive Board.

Discussion of Research on Poll Worker Recruitment, Training and Retention, including College Poll Workers

Karen Lynn-Dyson, EAC Director of Research, introduced Abby Horn of the Center for Election Integrity at Cleveland State University and Jennifer Collins-Foley representing IFES. They led a discussion on the research that had been conducted to date to produce draft guidebooks on these topics for EAC.

Recess

The Standards Board recessed from 5:35 p.m. until 8:30 a.m. on Wednesday, May 24.

Wednesday, May 24, 2006

Call to Order

Chair Nighswonger called the Standards Board to order at 8:30 a.m.

Briefing on Election Management Guidelines

Brian Hancock, Director, EAC Testing and Certification Programs explained that EAC would issue management guidelines as a companion to the Voluntary Voting System Guidelines (VVSG). He introduced two consultants who were developing the draft guidelines: Connie Schmidt and Brit Williams, who updated the Standards Board on their work to develop for EAC a comprehensive and readily-understandable draft guide of election management practices.

Briefing on Research on Vote Count/Recount

Peggy Sims, EAC Research Specialist, introduced the panel: Thad Hall of the University of Utah and Doug Chapin of Electionline.org, who led a discussion on research they are conducting for EAC related to vote counting and recounting in the U.S.

Recess

The Standards Board recessed for 20 minutes.

Discussion of Draft EAC Election Day Survey

Karen Lynn-Dyson, EAC Research Director and Laiza Otero, Research Associate, led a discussion of the draft of the survey instrument that EAC would issue to collect data from the federal elections held in November 2006, noting what would be different from the 2004 survey.

Approval of the Minutes

Kevin Kennedy moved adoption of the minutes of the Standards Board's August 24-25, 2005 meeting, to which resolutions passed at that meeting are attached. The motion was seconded by Bill Campbell; voted and approved.

Briefing on Research on Voting Fraud and Voter Intimidation

Peggy Sims, EAC Research Specialist, briefed the Standards Board on the status of preliminary research on voting fraud and voter intimidation that was being conducted for EAC as required by HAVA. She noted that a working group would be meeting this week to review the preliminary findings.

Luncheon Meeting Presentations

EAC Chairman Paul DeGregorio, Vice Chairman Ray Martinez and Commissioner Gracia Hillman gave brief remarks and to update the Standards Board on various EAC activities. EAC Commissioner Donetta Davidson and John Wack of the National Institute of Standards and Technology (NIST) provided a general update on the work of the EAC

Technical Guidelines Development Committee as it considers updates to recommend to EAC on the Voluntary Voting System Guidelines (VVSG).

Discussion and Consideration of Standards Board Business

John Lindback presented three proposed resolutions that Standards Board members submitted for consideration.

Resolution 2006-01 (attached): John Kauffman moved adoption, which was seconded by Carol Johnson; voted and approved.

Resolution 2006-02 (attached): Howard Sholl moved adoption, which was seconded by Nestor Colon; voted and approved.

Resolution 2006-03 (attached): Anthony Stevens moved adoption, which was seconded by Julie Flynn; voted and approved.

Resolution 2006-04: Jean Jensen moved adoption, which was seconded by Marilyn Bowser. The motion to adopt failed.

Other Business

Chair Nighswonger reiterated that the bylaws and nominating committees would be appointed. She also confirmed that the Executive Board would discuss setting up an ad hoc committee to interact with NIST, as requested by John Wack of NIST. Chair Nighswonger asked Standards Board member interested in serving on committees to please email her with their interests.

Jim Silrum shared the observation and stated the sentiments of counties with small populations that bear undue financial burdens to implement various voting systems, including participation in the statewide voter registration databases, which are required by HAVA,

Secretary Markowitz informed that her term on the Executive Board would end in February 2007 and she encouraged Standards Board members to think about being candidates for the Executive Board. It was also noted that the terms of Bill Campbell and John Lindback would also end in February 2007. Chair Nighswonger reiterated her commitment to appoint a Nominating Committee.

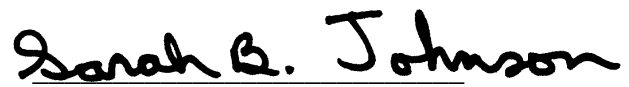
Adam Ambrogi reminded members about how to file for travel expense reimbursement to attend this meeting.

Chair Nighswonger thanked the EAC staff and consultants for the services they provided in support the Standards Board meeting.

Adjournment

Ed Szczesniak moved to adjourn, which was seconded by Brad Clark; voted and approved. The meeting adjourned at 3:40 p.m.

A True Record Attest:

A handwritten signature in black ink that reads "Sarah B. Johnson". The signature is written in a cursive style with a horizontal line underneath the name.

Sarah Ball Johnson,
Secretary of the Standards Board
Executive Board

These minutes were approved on February 21, 2007.