

State Plan Committee on Election Reform.
Friday March 7, 2003
Governor's Board Room 210 State Capitol
Minutes of Meeting

Members of the State Plan Committee attending:

Sherrie Swensen, Salt Lake County Clerk
Steve Rawlings, Davis County Clerk
Linda Lunceford, Weber County Clerk
Robert Pero, Carbon County Clerk
Bill Gibson, Division of Services for the Blind and Visually Impaired
Scott Simpson, State Republican Party
Todd Taylor, State Democratic Party
Sandy Peck, League of Women Voters
Representative Loraine Pace
Amy Naccarato, State Elections Director
Olene Walker, Lieutenant Governor
Kim Jackson, Utah County Clerk
Liz McCoy, Disability Law Center (representing Fraser Nelson)
Leslie Barron, State Elections Office
Brian Farr, Atty General's Office (representing Thom Roberts)

Guests:

Leslie Gertch, Division of Services for the Blind and Visually Impaired
Vicki Flake, Division of Services for the Blind and Visually Impaired
Sandy Naegle, Governor's Office of Planning and Budget
Mike Vu, Salt Lake County Clerk's Office
Nick Floros, Salt Lake County Clerk's Office

Absent:

Leticia Medina, Office of Hispanic Affairs
Senator Dan Eastman
Thom Roberts, Attorney General's Office
Fraser Nelson, Disability Law Center

I. Welcome

The meeting began at 10:00 a.m. with a brief welcome by Lt Governor Walker and the introduction of attendees.

II. Review of minutes from January Meeting

A motion is made to approve the minutes from the January meeting. The motion passed unanimously.

Amy Naccarato gave a brief overview of the decisions made by the State Plan Committee to date. The elements of the plan which were addressed include:

- The state will opt for punch card buyout and move toward a uniform statewide system.
- There will be attention to voter education and training of election judges
- The development of a real-time statewide data base of registered voters. This system will be up on a small scale by 2004 and must be up and running by 2006.
- A minimum of one piece of ADA compliant voting equipment per precinct and ADA compliant polling locations. The clerks are completing surveys to determine the ADA accessibility of polling locations.
- Mailing the Voter Information Pamphlet to every household.
- Utilization of high school and college students as election judges.

Other related issues:

- There will be a vendor show on March 27, 2003
- Lt. Governor Walker, Amy Naccarato and invited county clerks will be observing elections in other states in the coming weeks.

III. Committee Discussion

A. Review of Revised Budget Proposal (see attached)

Committee discussion begins with the note that the budget proposal is subject to revision after approval. Initial clarifications include:

- The State will be under State Purchasing Requirements as it prepares to purchase electronic voting equipment.
- A separate fund has been set up to segregate elections monies and the interest on that fund will be accumulated.
- The proposed budget is designed to use elections monies for the next 10 to 15 years.
- Electronic voting equipment must be in place by 2006.

The total budget, if fully funded, is \$28 million. The budget is broken down to fund the major elements of the State Plan.

\$5 million will be placed in a rotating or revolving fund. This money will be kept as “long term” money to replace or supplement electronic equipment. It will not be used in the initial purchasing of the equipment.

\$15 million is allocated for the purchasing of voting equipment. Voting equipment has an estimated cost of \$2500 - \$3500 per machine. There is committee discussion regarding the number of voting machines that will be needed per polling location and how these numbers will differ based on the size of the county. It is estimated that most of the smaller counties will need 2-3 pieces of equipment per polling location. The mid-sized counties will probably need 4 and the larger counties may need 5-6 machines. Lt. Governor Walker will continue to work with the county commissioners regarding the funding of this equipment.

The discussion turned to the costs of servicing, maintaining and programming the voting equipment. The proposed budget allocates \$3 million for equipment maintenance. It is anticipated that 10-12 people will be trained to service the equipment. There was some discussion of whether or not the larger counties will service their own equipment or if the State will service all the equipment. The State intends to stipulate in its bids with any vendors that the vendor will train the State to program and maintain its equipment.

Committee members expressed their concerns regarding the practical implications of the conversion to electronic voting equipment including:

- Equipment storage - Will current facilities accommodate the equipment? What about the storage temperature?
- Transportation and set up - Will the judges and elections staff be able to manage the set up?
- Maintenance - Who will be trained and will full time staff members be needed to service the equipment?
- Power - How will the equipment be powered on election day? How will it be charged while in storage?
- Voting booths - Will the equipment fit in the existing voting booths?
- Future viability of the vendor - How will the state be sure the vendor will be around in the future?

Lt. Governor Walker advised that these concerns and others will be investigated while Utah elections officials observe elections in other states and during the upcoming vendor show.

\$2 million has been allocated for mailing the Voter Information Pamphlet. The State must demonstrate a maintenance of effort on the money already allocated to this project.

\$1 million is set aside in the proposed budget for the training of elections judges. It is proposed that salaries of elections judges be increased to \$100 per day.

Committee members expressed further concerns regarding number voting machines that will be

needed per polling location in larger v. smaller counties. The average will be 3 machines per polling location; however, the machines may be distributed as needed. The state will not look to purchase equipment until 2004-2005 and must comply by 2006.

Voter outreach will receive \$1 million in the proposed budget. It is anticipated that most of this money will be spent in initial efforts to educate the public about the new voting equipment.

\$1 million of the proposed budget is reserved for the development and maintenance of the Statewide voter database.

Committee members discussed security issues regarding the electronic voting equipment with public input. The issues raised include:

- Preemptive public assurance that the voting equipment is secure
- Certification of services - The State will look at the national certification standards and there will be consideration of future state certification standards
- Audit trail - Separation of the ballot marking equipment from the ballot counting equipment. There will be further investigation of the pros and cons of the audit trail.
- Provisional ballot capabilities of the touch screen systems

The committee reviewed the federal provisions of the punch card buy out with the Lt. Governor:

- The State has until May 1, 2003 to submit its plan.
- There must be a Statewide conversion in order for the state to be eligible for federal money.
- Precincts may opt out of the conversion, but counties as a whole may not.
- Any equipment purchased after 2006 must be ADA compliant.
- Utah's current punch card system is not ADA compliant.
- Utah must opt for punch card buy out by March 31, 2003.
- There are no federal penalties for deciding against the punch card buy out after having opted for it.

Lorraine Pace made motion to adopt the revised budget with the understanding that it does not bind the counties in any way and could be modified at any time. Todd Taylor seconded the motion. It passed unanimously.

The clerks are asked to go through their precincts from 2000 and 2002 to determine the approximate number of machines they will need per polling location based on a ratio of 250 voters per machine.

B. Oversight of Federal Funds (see attached)

Lt. Governor Walker briefly reviews the oversight of federal funds with the committee. Todd

Taylor moved to accept the oversight of federal funds. Loraine Pace seconded the motion. It passed unanimously.

C. Requirements on Counties for Use of Funds (see attached)

County requirements were reviewed by Lt. Governor Walker with comments from committee members. The requirements are amended to remove the questions “How do we determine the allocation of money between large and small counties? What about level of service?” as these issues were address in a review of the revised budget. Todd Taylor made a motion to adopt the requirements as amended. Linda Lunceford seconded the motion. The motion passed unanimously.

IV. Review of Timeline

Lt. Governor Walker reviewed the timeline as outlined in the meeting’s agenda. April 1, 2003 will be the final meeting before the submission of the State Plan.

V. Adjourn

Loraine Pace moved to adjourn the meeting. The motion is seconded and passes unanimously. The meeting adjourns at 12:10 p.m.