

**State Plan on Election Reform**  
**Friday, November 8, 2002**  
**Minutes**

1. Welcome and Introductions

Lt. Governor Olene S. Walker opened the meeting by welcoming the members of the committee. The committee members then introduced themselves.

Attending:

Olene S. Walker, Lt. Governor  
Amy Naccarato, Director of Elections  
Sherrie Swensen, Salt Lake County Clerk  
Linda Lunceford, Weber County Clerk  
Steve Rawlings, Davis County Clerk & Pat Beckstead, Davis County Elections Administrator  
Arlin Kuhni, Utah County Clerk, accompanied by Kim Jackson, Utah County Clerk-elect  
Robert Pero, Carbon County Clerk  
Todd Taylor, Utah State Democratic Party  
Scott Simpson, Utah Republican Party  
Representative Loraine Pace  
Senator Dan Eastman  
Sandy Peck, League of Women Voters  
Bill Gibson, Director, Utah Services for the Blind and Visually Impaired  
Fraser Nelson, Disability Law Center  
Thom Roberts, Attorney General's Office (legal counsel for Lt. Governor Walker's Office)

Jennifer Terrill, Leslie Barron, Rozan Mitchell and Katie Foutz assisted with minutes.

Not attending:

Leticia Medina, Office of Hispanic Affairs

2. Goals and Objectives

The Lt. Governor explained that in accordance with the "Help America Vote Act", each state has to establish a State Plan in order to be in compliance with federal law and to receive federal funds. This committee is charged with developing the state plan in accordance with the following time line:

November 8	Committee develops a frame work of the state plan
November 13	Lt. Governor presents plan to county clerks
November 20	Lt. Governor presents plan to Government Operations Interim Committee
December 10-14	National meeting of elections officials
December 6-19	Conduct public hearings throughout the state
End of December	Reconvene committee for final approval of state plan and submit it for publication in the federal register

3. Overview of Legislation

Each committee member was given a copy of the handout entitled "Items that Must be Included in the State Plan." Lt. Governor Walker went through each item. The handout includes commentary on specific things that need to be changed in Utah law. It also includes several options to facilitate discussion. (See attached.)

#### 4. Begin Formulating State Plan

The committee members were divided into three groups and assigned topics to discuss. The groups spent approximately 90 minutes formulating recommendations. Each group then reported its decisions to the entire committee.

##### A. The Voting Systems group made the following recommendations:

#### Implementing a Touch Screen System in Every Polling Location/Punch Card Buyout

- Equipment should be replaced gradually. The state should conduct extensive tests and demonstrations.
- Look at making "early voting" an option so that people can cast votes before election day. This may cut down on the number of people going to the polls on election day and therefore decrease the number of machines needed.
- Conduct a mock election with the blind and visually impaired. Invite vendors to demonstrate equipment using an actual ballot—Winter 2003.
- Select a system or systems that will meet the needs of the blind and visually impaired as well as the election officials.
- Begin testing (lease) various systems in the June 2004 primary election. Equipment should be demonstrated in malls and other public places so that voters can test the system(s).
- Select a system and fully implement by 2006, including one for blind and visually impaired in every polling place and any county who accepts punch card buyout.
- The Lt. Governor's office should find out if there are any counties who would like to get in on pilot projects (including the 2003 municipal elections) or the punch card buyout.
- The state will always be using two systems. There will always have to be some kind of paper ballot system for absentee voting.
- Training is essential for both election judges and voters.
- There were concerns about the cost of upgrading technology as it changes.
- Find out the successes and failures of machines used in other jurisdictions.

- System must notify voters of over and under votes, have alternative language capabilities and meet other requirements as outlined in federal law.

#### Defining a Vote

- Convene a committee to define a vote for systems currently in use and electronic systems.

B. The Provisional Ballot, Statewide Database, Voter ID and Voter Registration group made the following recommendations:

#### Provisional Ballot

- Each provisional ballot envelope will be numbered and includes a stub that the judge tears off and gives to the voter. The stub includes the provisional ballot number and a telephone number or web site where the voter can find out if his vote was counted and if not, why.
- Counties will have to establish a website or a toll-free number where voters can access the information about their provisional ballot.
- Institute a standard set of reasons why a ballot was rejected that clerks can enter into their computer system.

#### Single, Centralized, Statewide Database

- The state will maintain the database so it will be in “real time” with the counties doing the actual data entry.
- Instead of entering new registrations, the system will force the person doing the entering to search for the voter and if the voter is in the database, it will allow the county official to update that data.
- Database must keep a history of the voter, including previous addresses and previous voting history.
- Database will assign a state identifying number.
- Last four digits of SSN, drivers license, place the DL was issued will be required on all voter registration forms. This will also require a change to the voter registration forms.
- The database must have features (like a “street file”) that automatically assigns voters to precincts.
- The State Elections Office and its technical staff will work on the development of this system.

### Voter ID at the Polls for First Time Voters and Voters Who Register by Mail

- System will have to identify which voters need to show ID and it will have to print out on the official register.
- Change the voter registration form to inform voters that they should send in a photocopy of their ID along with the form.
- Include instructions on absentee ballot that voter should include a copy of ID.

C. The Voter Education, Poll Worker Recruitment and Training, Administering Funds group made the following recommendations:

#### Voter Education

- Continue birthday cards to 18 year olds, Mock Election.
- Work with blind and visually impaired to educate them on new equipment.
- Mail Voter Pamphlet to every household and link to every county website.
- Get more civics in high school curriculum.
- Greater media coverage on how to use the voting systems.
- Demonstrate equipment in public places
- Continue curbside voting for those who prefer that method.

#### Judges Training and Recruitment

- Professionalize the job of judges by having professional training videos and increase in pay. Standardize minimum pay in state law.
- Training and recruitment should remain at local level.
- Recruit high school and college students to be poll workers.

#### Other

- Statewide, toll free phone number to report fraud.
- Lt. Governor will oversee the federal funds.
- State plan committee or other committee should be in charge of establishing performance evaluations for counties accepting federal money.

5. Discussion

The committee members agreed that this was a sufficient framework for the state plan to be presented to the county clerks. The Lt. Governor told the committee that these items may be revised after the plan is presented to the Legislature, county clerks and the public.

The committee agreed that some of the items in federal law mandated changes in state law. The committee charged the Lt. Governor's Office with providing Representative Pace and Senator Eastman a list of these items so that they can get bills ready for this legislative session.

Lt. Governor Walker noted that many of items were not discussed because there seemed to be no options other than to comply with federal law. She also said that because of time constraints many things were not discussed in depth. These would be resolved at a future meeting.

6. The meeting was adjourned at 1:00 p.m.