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3 The State Board of Elections Board Meeting was held on Tuesday, August 13, 2013. The meeting was held in the General Assembly Building, Room C, in Richmond, 4 5 Virginia. In attendance, representing the State Board of Elections (SBE) was Charles 6 Judd, Chair; Kimberly Bowers, Vice Chair; Donald Palmer, Secretary; Joshua Lief; 7 Senior Assistant Attorney General and SBE Counsel; Justin Riemer, Deputy Secretary; 8 Nikki Sheridan, Confidential Policy Advisor; Chris Piper, Election Services Manager; 9 Susan Lee, Election Uniformity Manager; Myron McClees, SBE Policy Analyst; Gary 10 Fox, Voting Technology Coordinator; and Matt Abell, Election Administration Lead. 11 Chairman Judd called the meeting to order at 9:00AM. 12

The first order of business was the approval of the SBE Board Minutes from the May 22, 2013 and the June 25, 2013 Board Meetings. Chairman Judd stated that each set of Board Meeting Minutes would be addressed separately. Chairman Judd asked if Board Members had any additions or corrections to the May 22, 2013 Board Minutes. Vice Chair Bowers noted she thought the Board had time to review the minutes and made corrections that were reflected in these Minutes and she had no changes. Chairman Judd noted for the record the changes desired to the Board Minutes draft document. Chairman Judd and Secretary Palmer discussed a suggested change on page 14, line 430 regarding "protected addresses" and "dumbing down the system." Secretary Palmer asked if the Chairman wanted to eliminate the sentence on protected addresses and Chairman Judd noted that he did not want the sentence removed, that he wanted it corrected so that it did not appear that he approved of dumbing it down. Vice Chair Bowers moved that the Board accept and approve the amended changes to the May 22, 2013 Minutes. Secretary Palmer seconded the motion and the Board unanimously approved the Minutes. Chairman Judd asked if Board Members had any additions or corrections to the June 25, 2013 Board Minutes. Vice Chair Bowers moved that the June 25, 2013 Minutes be approved as submitted. Secretary Palmer seconded the motion and the Board unanimously approved the Minutes. Chairman Judd observed the difference between the May 22 and June 25 Minutes is a nice new procedure that the Secretary, Rose Mansfield and others put in place in getting the minutes processed in a timely manner in a form that the Board is more familiar with and the June 25 minutes reflect that change.

The second order of business was the Secretary's Report delivered by Secretary Palmer. Secretary Palmer stated that the online registration rollout occurred in mid-July, and to date there had been over 1,800 voter registrations conducted online. Secretary Palmer stated that SBE staff continues to improve and streamline the process. Secretary Palmer stated that this system is an outstanding new access to voters and improves the integrity of the voter rolls on the front end. Secretary Palmer noted the communication between SBE and DMV is vital.

Secretary Palmer reported that he was a presenter at the National Association of State Election Directors (NASED) meeting and spoke on topics related to the 2012 General Election that was similar to a presentation made to local registrars and electoral board members at Annual Training. Secretary Palmer thanked the Chairman for coming and noted it was a huge success. Secretary Palmer stated that the presentation was based on surveys completed by the general registrars and SBE's own analysis that provided excellent information to the Presidential Commission. Secretary Palmer got positive feedback on the use of technology, improving the process of interacting with voters in the registration phase and the updating of addresses. Secretary Palmer thanked the general registrars for completing the survey. Secretary Palmer stated that SBE was presented an award by Google and the PEW Foundation during the NASED conference. Secretary Palmer recognized Matt Davis, IS Division Manager, and his team for their efforts and stated that Virginia was recognized as one of the pioneers and leaders in the Voting Information Project which provides polling place information online. Secretary Palmer stated that over 25 million people utilized the Google website to look up their polling location. Chairman Judd asked Mr. Davis to come to the podium to officially accept the award and extended congratulations to his entire team.

Secretary Palmer stated that SBE is involved with the Crosscheck program based on guidance from the Board. The PEW Foundation spoke to the Board about the ERIC Project and SBE jumped into the project. ERIC now has nine members. ERIC maintains a website, Virginia was a founding member, and has been receiving reports from the nine states involved in the project. ERIC allows SBE to utilize DMV information as well as the other states' voter registration lists to identify duplicate voters or those who have left the state or have potentially double-voted. Secretary Palmer stated that SBE is also involved in the Interstate Crosscheck, the interstate compact that compares voter

registration lists. Those lists are utilized to identify potential duplicates and those voters who have relocated. Secretary Palmer concluded that without any federal solution out there, the states are starting to work together to identify those who have moved to another state.

Chairman Judd asked if there were additional details on some of the numbers that have been matched, including up to 300,000 that was discussed. Secretary Palmer stated that Pew just came out with some numbers that he can share in more detail at the next meeting. Secretary Palmer noted that since Virginia has not participated in these types of projects in the past we had fairly significant number of potential duplicates and that the IS Division has been working on the data to make sure we get it right. The process will be bifurcated and different depending on how good of a match there is. Secretary Palmer stated that the process would be complete before the Commonwealth enters the gubernatorial election cycle as a result of sharing information.

Vice Chair Bowers asked about the address verification in the ERIC project and if there are similar parallels in the address verification process. For example, if someone in one state has matching data for a person in Virginia, how does SBE handle verifying the address as far as which record is current. Secretary Palmer replied that because we are using voter registration and DMV data and you will be able to compare dates to determine the latest update to the voter's address. Vice Chair Bowers asked if the crosscheck is dated when the check occurs. Secretary Palmer replied "Yes". Vice Chair Bowers asked at what point the voter is deemed inactive. Secretary Palmer stated that if SBE receives information that someone has moved, the state or the locality would send a mailing to the individual. If the voter does not respond within 30 days a secondary mailing is sent and that mailing will state that if you do not respond you will be placed on the inactive list, that you are still able to vote, but if you do not update your records for two general election cycles you will be removed from the rolls. Vice Chair Bowers asked if that mailing process would apply to Crosscheck. Sec. Palmer said "yes" but that there are some instances where only one piece of mail would be sent. Secretary Palmer asked if there were any other questions.

Chairman Judd asked for an update on the Bruce Tyler letter. Secretary Palmer stated that it was his understanding that there was a meeting scheduled in July for the Richmond Electoral Board Meeting and due to the amount of agenda items the report that

was to come from the general election was postponed until a later meeting. Secretary Palmer stated that Mr. Tyler was able to address the electoral board, there was a motion to ask SBE for an investigation, and it was reported that the motion did not get a second and no request has been made for SBE to investigate. There will be a report made by the Richmond City General Registrar at the August meeting. Secretary Palmer stated that SBE has conducted an audit of the 2012 Election for long lines and voting equipment issues. The Absentee Ballot Working Group can review these absentee voting issues that were also addressed by Mr. Tyler. The working group is looking at various issues including overseas and domestic absentee voting. SBE will send a survey to the electoral community to help identify and what we can do to mitigate absentee ballot problems. SBE is looking for ways to streamline the absentee ballot process, including going to JCOTS for military and overseas voters. This was a challenging year with Hurricane Sandy which just pushed the postal service which has some real problems and these issues also came up on the federal level with the Presidential Commission. SBE will continue to work with the postal service to find ways to reduce the time that it takes to get a ballot from Point A to Point B. Secretary Palmer stated that if it cannot be done then we will have to go to the General Assembly with a recommendation on starting the process earlier if we are going to continue to use the mail. The deadlines are tight and there were some real issues with the postal service. Secretary Palmer inquired if there were any questions. Chairman Judd stated that Mr. Tyler's letter was helpful in outlining the activities surrounding that election and there is no interest in changing the outcome of the election, there is interest in what can we learn from what happened in that process to prevent those types of things from happening again and that is what is most important. Chairman Judd asked if there were any other questions and there were none.

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The next order of business was the Legal Report delivered by Joshua Lief, SBE Counsel. Mr. Lief reported that the investigation into the petition fraud in connection with the 2012 Presidential Election, the two individuals involved plead guilty to multiple felonies in Augusta County and were more recently indicted in Martinsville and Henry County for additional felonies. The second update is from Harrisonburg, the case where voter registration forms were dumped. That individual was acquitted as the judge dismissed the charges at trial stating there was not sufficient intent. Mr. Lief stated that he is continuing to work with SBE on the interstate crosscheck program and the *Fairfax*

County Democratic Party case against SBE and the General Registrar and Electoral Board of Fairfax County. Mr. Lief reported that a new case has been filed which is not against SBE, rather they have sued local election officials, the Attorney General and Governor trying to invalidate the At-Large Election of the Norfolk Mayor.

The next order of business was the presentation of the resolution honoring the work of Ann Loukx, retiring General Registrar of Accomack County. The Board presented the resolution to Ms. Loukx and each Board Member extended their sincere thanks for 29 years of service to the election community. Ms. Loukx thanked SBE for the years of support and noted that she was looking forward to her retirement.

The next order of business was the presentation of the "Feather in Your Cap" recognition award. Secretary Palmer asked Victoria Baldwin, Director of Training, to come to the podium. Secretary Palmer presented Ms. Baldwin with the feather and stated that she had earned this recognition because of the research she performs on the retiring general registrars' resolutions. SBE Board Members extended their gratitude to Ms. Baldwin and stated how her efforts have made the ceremonial presentations of the resolutions to the general registrars unique and rewarding to all.

The next order of business was to ascertain the results of the Special Election in the 14th Senate District on August 6, 2013 pursuant to § 24.2-681 of the Code of Virginia. Matt Abell, Election Administration Lead, explained the certification process to the Board and SBE staff members. Mr. Abell stated that having examined the certified abstracts of the votes given in the counties and cities of the seven jurisdictions the member-elect is awarded a certificate. Mr. Abell stated that John A. Cosgrove, Jr. received the greatest number of votes (2,254). Board Members completed the certification process and Mr. Abell stated that Delegate Cosgrove, is now Senator-elect Cosgrove, Chairman Judd declared the results of the August 6, 2013 Special Election officially certified.

The next order of business was the Certification of Voting Equipment presented by Gary Fox, Voting Technology Coordinator. Mr. Fox stated that the first order of equipment business was to certify the ES&S Unity 3.4.0.1 voting system for use in the Commonwealth of Virginia. Mr. Fox explained the particulars of the equipment to the Board Members. Mr. Fox explained the product sheets and test reports were included in the Board materials. Mr. Fox stated that SBE hired Jack Cobb to perform the testing and

161 it occurred between March 18 and 20 at SBE and all the systems passed certification. The 162 ES&S equipment was tested in Chesterfield County during the June 11, 2013 Democratic 163 Primary and was well received by staff and voters. Mr. Fox asked if there were any 164 questions. Chairman Judd asked if this was a digital scanner and Mr. Fox replied "Yes". 165 Chairman Judd asked who used the DS850 and Mr. Fox replied that Chesterfield used the 166 850 and the DS200. Chairman Judd inquired if Fairfax County used the DS850 and Mr. 167 Fox replied "They did not". Mr. Fox added that Fairfax County is in the process of 168 selecting equipment. Chairman Judd asked if there were any public comments and there 169 were none. Secretary Palmer moved that the Board certify ES&S Unity 3.4.0.1 voting 170 system for use in elections in the Commonwealth of Virginia, pursuant to the State 171 Certification of Voting Systems Requirements and Procedures. Vice Chair Bowers 172 seconded the motion and Chairman Judd inquired if there were any comments and there 173 were none. The Board unanimously carried the motion.

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The next order of business was the Certification of the Voting Equipment, Dominion Democracy Suite 4.14 Voting System presented by Gary Fox, Voting Technology Coordinator. Mr. Fox stated that there were software changes that required the product to go back through full certification. Mr. Fox explained the particulars of the equipment to the Board Members. Mr. Fox stated that the voting system completed certification through the Election Assistance Commission (EAC) on July 18, 2013. Mr. Fox explained the product sheets and test reports were included in the Board materials. The testing occurred between March 14 and 15 at SBE and all the systems passed certification. The equipment was tested in Caroline County and Isle of Wight County during the June 11, 2013 Democratic Primary and performed flawlessly. Mr. Fox asked if there were any questions. Chairman Judd asked if this was also a digital scanner and Mr. Fox replied "Yes". Chairman Judd asked if there were any public comments and there were none. Secretary Palmer moved that the Board certify Dominion Voting's Democracy Suite 4.14 voting system for use in elections in the Commonwealth of Virginia, pursuant to the State Certification of Voting Systems Requirements and Procedures. Vice Chair Bowers seconded the motion. Chairman Judd inquired if there were any comments and there were none. The Board unanimously carried the motion.

Chairman Judd had a question of whether there was any thought to global price in Virginia so that all localities would get the same price for voting equipment. Mr. Fox

responded that SBE was in the process of developing a proposal that would go out within the next 30 days for the equipment vendor to take advantage of quantity discounts.

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The next order of business was proposed amendments to the When a Ballot is Cast Regulation presented by Myron McClees, SBE Policy Analyst. Mr. McClees stated that this regulation was brought before the Board at the June 2013 Board Meeting and concerns were raised as to whether the regulation was comprehensive enough including whether undervotes should be considered. Mr. McClees stated that Senate Bill 1027 was passed by the General Assembly and signed into law by the Governor. It included a provision that allows an officer of election to cause a machine to accept an optical scan ballot that was rejected due to an undervote or overvote. The action is directly counter to the regulation currently enforced within the Commonwealth, 1 VAC20-60-40. Mr. McClees explained different hypothetical scenarios of undervoting and overvoting to the Board Members. Mr. McClees asked if there were any questions. Chairman Judd said that he was puzzled why this was such a big deal and that he never witnessed someone putting the ballot in the scanner and hightailing out of the polling place. Chairman Judd acknowledged that this was the substance of the bill. Chairman Judd asked if there were any questions and there were none. Chairman Judd moved that the Board adopt the proposed amendments to regulation IVAC20-60-40, When Ballot Cast, to implement recently enact legislation, SB1027. Vice Chair Bowers seconded the motion and Chairman Judd inquired if there were any comments. William Bell, Secretary of the Isle of Wight Electoral Board, approach the podium. Mr. Bell asked for clarification on training regarding this issue before Election Day arrives and described a scenario that involved putting the ballots aside when equipment broke down. Mr. McClees stated that the regulation being considered by the Board would not apply to the scenario described by Mr. Bell. Mr. Bell noted that the scenario he described would happen more frequently than what the regulation was addressing. Chairman Judd asked if there were any questions and there were none. The Board unanimously carried the motion.

Chairman Judd opened the meeting to other business and public comments. Bruce Tyler approached the podium. Mr. Tyler stated he was speaking in regards to the Richmond City 2012 election. Mr. Tyler stated that his intent was to address future elections not past elections. Mr. Tyler stated that this is about his concern that all registered voters who wish to vote do not become disenfranchised voters. Mr. Tyler

outlined the events of the past year after a letter was sent to SBE on December 31, 2012 and thanked Secretary Palmer for the meeting that was conducted on June 12, 2013. Mr. Tyler stated that he was led to believe he had no standing to go before the State Board and was directed to approach the Richmond City Electoral Board about his concerns. Mr. Tyler stated that he provided the Richmond City Electoral Board the report he prepared regarding his election concerns. Mr. Tyler stated that in this meeting he had interpreted that the Board was going to investigate the election. Mr. Tyler asked for an explanation of what was going to be reviewed. Mr. Tyler asked: "Please explain to me what is going to happen with regards to the absentee ballot issue that I have previously presented". Mr. Tyler asked: "Are we investigating this now or are we waiting for the Richmond Electoral Board to make a decision on what to do?" Chairman Judd answered: "I'm interested in finding out what happened and why and then I am interested in seeing what are we going to do to make sure it does not happen again". Chairman Judd stated that he appreciated Mr. Tyler's phraseology of being interested in future elections. Vice Chair Bowers stated that Mr. Tyler raised valuable points and that she agreed with the Chairman's statement.

Secretary Palmer stated that during the June 2013 meeting with Mr. Tyler he understood why Mr. Tyler may have thought that he was told that he had no standing to ask the State Board to investigate but that was not in fact the case. Secretary Palmer stated that Mr. Tyler has a right as a citizen to come before the Board and voice the concerns that he had during the 2012 elections. The proper mechanism is to go before the local electoral board since they have the responsibility for the local absentee ballot procedures and the management of the local office. Secretary Palmer stated that the electoral board will analyze the events and the General Registrar will provide a report to SBE. SBE has an Absentee Ballot Working Group and SBE was looking at many of the issues raised. Secretary Palmer stated that SBE was looking at the issues and the specific facts really need to come from the General Registrar and Secretary Palmer was told the General Registrar's Report would arrive in August, 2013 to the Richmond City Electoral Board.

Mr. Tyler asked for clarification, "You are not investigating this; you are waiting on the Richmond City General Registrar to investigate this?" Secretary Palmer clarified that SBE does not have investigative powers on statutory issues except through a process

with the Attorney General's Office. Secretary Palmer stated that from his point of view SBE was both investigating the particulars of Mr. Tyler's situation and SBE needed to find ways to mitigate and provide recommendations to solve the problems. Mr. Tyler asked if the results of the General Registrar's investigation will be brought to SBE. Secretary Palmer replied that issue will be determined by the Richmond City Electoral Board but that it will not stop SBE's audit of the issues.

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Chairman Judd stated that Mr. Tyler wrote the Board a letter on December 31, 2012 and this is August 13, 2013, and that SBE continues to kick the tin can down the road. The Board does not have investigative powers but, we do have the ability to ask by motion to have the Secretary officially contact the Richmond City General Registrar and ask them to answer these questions: "What happened, why did it happened, and what remedies are going to be in place?" Chairman Judd stated that information could be shared in a public meeting. Chairman Judd stated he understood that the Richmond City General Registrar and her staff as well as the Electoral Board are working on finding out some of those answers. Chairman Judd moved that we direct the Secretary of SBE to ask the General Registrar of Richmond to provide this Board with simple answers as to what happened, why it happened, and what steps are being taken to resolve the issue. Vice Chair Bowers seconded the motion and Chairman Judd inquired if there were any comments. Chairman Judd stated these findings can factor into the efforts of the statewide working group. Vice Chair Bowers stated that she was wholeheartedly in agreement with this and when the Board has issues brought to its attention, particularly in a way that is thorough and transparent for the Board to have it to be a part of long lines or other issues, that this was something totally separate and specific to one race. Vice Chair Bowers said that the implications of what the Board decides on this race will have implications on future cases and that she thought Mr. Tyler has a very valid point and that it does fall within the Board's duty to find out what happened. Those answers will not only answer "the who, the what, and the where," but also what are the future implications if these matters come before the Board again. Chairman Judd asked if there were any comments and there were none. The Board unanimously passed the motion.

Chairman Judd asked if there were any additional public business or comments.

Robin Lind, Secretary of the Goochland County Electoral Board, approached the podium.

Mr. Lind stated that his Electoral Board directed him to report to the SBE Board

Members that within 24 hours of the online registration system going live that we had one individual register and that the General Registrar stated that the system worked extremely well and we would like to compliment the members of SBE who implemented the process.

Clara Belle Wheeler, Secretary of the Albemarle of the Electoral Board, approached the podium. Ms. Wheeler thanked the Board and thanked the Board for developing a proposal that would look at global pricing for voting equipment as it would be beneficial to small localities such as Albemarle County.

Chairman Judd asked if there were any other comments. Vice Chair Bowers noted that given the Attorney's General Office's role to serve as counsel to the SBE which is the agency that administers Virginia's election laws, and now given the fact that he has full investigatory powers to investigate without the Board's consent, has the Board considered what potential conflicts might arise given the fact that he is now a gubernatorial candidate? That is, what potential conflicts will exist if the SBE seeks counsel from the AG's office on election matters, as this is the same office whose head is running for Governor, play into future investigations or actions taken as it relates to the gubernatorial race in which he is a candidate?

Vice Chair Bowers noted that given the Attorney General's Office role to serve as counsel to SBE, which is the agency that administers Virginia election laws, and know given the fact that he has full investigatory powers to investigate without the Boards consent has the Board considered what potential conflicts might arise given the fact that he is now a gubernatorial candidate. Vice Chair Bowers asked if we were prepared to address the issue since we know that a gubernatorial race will have issues that will come before this Board. Chairman Judd referred the questions to Mr. Lief, Senior Assistant Attorney General and SBE Counsel. Mr. Lief stated that he provides counsel to the Board day to day and will continue to serve in that capacity. Mr. Lief acknowledged the change effective July 1 that allows his office to independently investigate matters. He would look at issues the same as any manners involving an attorney, including a public attorney such as a Commonwealth's Attorney, based on the facts as presented. Mr. Lief said he wanted the Board's input and that if he has an issue and the Board wants to discuss hiring outside counsel that is the Board's call. Mr. Lief said he has been directed by his superiors to call balls and strikes and that if the Board has doubts that he would like it to be shared with

him. Mr. Lief stated he wanted the Board as a client to be confident that you are receiving the best advice. Depending on the situation we will certainly look at how to best handle issues on a case by case basis similar to how we handled things during the presidential election. Vice Chair Bowers stated that she agreed and that the advice Mr. Lief has given has been fair. For clarification what she is asking is that the Attorney General is a candidate for office and how will that effect the decision-making process particularly to this Board as he has the authority to file investigations and at what point could there be potential for a conflict of interest. Vice Chair Bowers asked what role would the Attorney General's office play if the Attorney General was the candidate affected by the investigation or if he was the subject of the investigation himself. Mr. Lief replied that § 24.2-104 states the Attorney General's Office has the authority to fully investigate and prosecute and take action necessary to enforce the laws. Mr. Lief acknowledged the change in law but that it does not change the analysis for a conflict of interest. The law provides that the Board can always ask a Commonwealth's Attorney office to investigate and the Attorney General's Office could recuse itself from the investigation. Vice Chair Bowers asked about the checks and balances of the process since before the Board had to ask for the investigation. Mr. Lief responded that the Commonwealth's Attorney has had that authority and continues to have that authority even though they run for reelection. Mr. Lief state that Commonwealth's Attorneys have said they are not going to investigate their own campaign and have referred the matter to another Commonwealth's Attorneys. Mr. Lief said that if something comes up that is outside the norm that in the Board's judgment the investigation should have outside eyes then he will raise it with his superiors. Vice Chair Bowers responded that the superior is the candidate. Vice Chair Bowers said in her opinion it is a conflict of interest to go to someone that is running for office and ask them to investigate a related issue. Vice Bowers pointed to the importance of the role of the Attorney General and the State Board in the election process. Mr. Lief cited the Board working together as a team in the 2012 General Election regardless of the political issues involved. Vice Chair Bowers stated that she appreciated Mr. Lief's answers but that 2012 had nothing to do with her concerns or the future implications of the conflict of having the Attorney General as a current candidate while still having the full authority to investigate election matters and have representative counsel to the SBE.

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Chairman Judd asked if there was any further discussion or comments and there was none. Chairman Judd then moved to close the meeting to discuss actual and probable litigation matters and specific legal matters requiring the provision of legal advice by legal counsel as authorized by § 2.2-3711(A) (7) of the Code of Virginia. Secretary Palmer seconded the motion and the Board went into Executive Session at 10:40AM. At 11:28AM Chairman Judd moved to reconvene in open session and a roll call vote was taken as required by § 2.2-3712 (D) of the Code of Virginia, unanimously certifying that during the closed meeting (i) only public business matters lawfully exempted from open meeting requirements under this chapter, and (ii) only such public business matters as were indentified in the motion by which the closed meeting was convened were heard, were discussed or considered. Chairman Judd asked if there were any other comments and with there being none Secretary Palmer moved to adjourn. Vice Chair Bowers seconded the motion and the Board approved the motion to adjourn. The meeting was adjourned at approximately 11:35PM. The Board shall reconvene on August 23, 2013 at 10:00AM in the General Assembly Building, Room D. Secretary Chair Vice-Chair