



**ROVAC BOARD MEETING MINUTES  
JUNE 15, 2017  
NEWINGTON TOWN HALL**

**Members Attending:** Melissa Russell, Darlene Burrell, Tim DeCarlo, Fred DeCaro, Pete Gostin, Sue Larsen, Kevin McCauley, Chris Prue & Mike Wyman.

**Ex-Officio Member Attending:** Tony Esposito

**Non-Members Attending:** Linda Cultrera & Andres Castro (Fairfield Intern)

Meeting was called to order by President Melissa Russell at 10:00 AM

**I. Minutes from last meeting:** (May 11, 2017)

Sue L moved to accept with Corrections / Mike W seconded.

Minutes approved.

(1) Abstention – Fred D

**II. Treasurer's Report:**

Pete G reported that the ROVAC checkbook as of May 11, 2017 had a starting balance of \$64,546.43 and with income of \$5,835.00 and expenses of \$390.00, left us a current balance of \$69,991.43 (\$70,191.43 – See Below)

Total outstanding checks: \$200.00 (Check # 785 has not cleared – Qualified Conference Refund)

Judi Beaudreau Fund (Savings) balance: \$846.08

Conference Checking Account: Starting Balance of \$2,108.52 with income of \$0 and expenses of \$147.11, left a balance of \$1,961.41.

Conference Summaries (To Date):

Fall 2016 Net Profit / (Loss) - \$8,176.23

Spring 2017 Net Profit / (Loss) - \$8,199.11

Total FY 2016-2017 Net Profit / (Loss) - \$16,375.34

CD Accounts: Adding \$3,000 to one of the CD's will bring all (5) at a minimum of \$6,000+. Next year, all (5) accounts will be on track to align with same maturity schedule.

Discussion of ROVAC dues, grace periods and removal of non-paying registrars from rolls ensued.

Also a letter addressing/clarifying details from Susan Patrick, Republican Registrar from Bridgewater, concerning an apparent fall conference registration error was read and placed on file with Secretary.

### III. County Reports:

- **Fairfield:** No Report
- **Hartford:** Darlene B reported meeting held June 13<sup>th</sup>. Kevin Ahern was guest speaker. Q&A on procedures for registrars filing complaints/referrals to SEEC. Registrars are statutorily required to file if a violation is thought to have occurred at EDR, but not required (only recommended) for other possible election violations. Well received and very informative from both Kevin and county registrars. Average processing of complaint/referral once deemed valid is about 2 years. Currently, very few registrars are filing against counterparts. All county committee appointments have been placed. Hartford is well represented.
- **Litchfield:** No Report
- **Middlesex:** No Report
- **New Haven:** Tim D reported that meeting scheduled for next week.
- **New London:** No Report
- **Tolland:** Mike W reported that a June meeting was cancelled and a September meeting is planned.
- **Windham:** No Report

### IV. Committee Reports:

- **Conference:** Chris P reported that a refund request from Middletown in the amount of \$220.00 for not attending 3 days at conference due to a qualifying medical reason. Fred D motioned to approve refund of \$220.00, seconded by Sue L. Motion approved.  
A contract proposal was handed out from Coastal Business Technologies for the development of a ROVAC membership portal and integration of the membership data into the ROVAC website and conference registration system. This will aide in Conference registrations. Discussion ensued on merits of program integration and how this could make the registration process more user friendly for registrars and organizers, by essentially eliminating the duplication of efforts we currently experience.  
The membership portal will allow ROVAC members/new members to have an account and be able to track their dues and dues payments. The members' "homepage" will also contain commonly used links such as CVRS, the ROVAC website and conference registration system. Members going to the ROVAC website and the conference registration system from their

“homepage” will be automatically signed in to these sites and their information will be kept in sync across these 3 systems.

The project proposes a 5 phase development structure.

Phase 3 allows for the integration of our current conference registration system. This will provide single sign-on from the membership portal to the conference registration system so that a member does not need to provide their information to register. They will just acknowledge the “Terms” and select Conference Package/Days (emergency contact info and allergies will be “lifted” from the membership portal info previously input when Phase 1 (Membership Portal) was established. This will also provide members with an annual conference attendance report and number of hours of education per year.

Phase 4 will allow for registration via credit card payments. A few options can be considered.

This would be established for use in 2018.

Fred D motioned to approve entire contract for all 5 phases in the amount of \$3,990.00, seconded by Sue L.

Motion approved.

Spring conference 2018 contract proposals from Mystic Marriott and Radisson Hotel Cromwell handed out for review and consideration. Discussion ensued.

For logistical reasons and significant cost savings, consensus was to consider Radisson Hotel Cromwell for the April 25, 26 & 27 dates (with BOD meeting/reception on April 24) and to reconsider Mystic Marriott for future conferences.

Fred D motioned to approve the contract for Radisson Hotel Cromwell, seconded by Mike W. Motion approved.

- **Education:** Chris P received communication from Katie Blinstrubas concerning wanting to begin working on fall conference schedule. Hoping for dedicated quality registrars to join committee to help enhance and improve on programs and speakers. Kevin M mentioned that DMV has offered to work with Technology and Education Committees in offering a *Power Point* presentation of the “Motor Voter” process at the fall conference. It will be the purview of the Education Committee to decide on the merits of doing so.
- **Technology:** Mike W, Kevin M and Sue L reported for Lisbeth B that a couple meetings with and communication between SOTS, DMV and Governor’s Chief Counsel, it was determined that the DMV interfacing with CVRS needed to be enhanced to allow for the auto populating of former affiliation when moving from town to town within the State. This is to satisfy and comply with the DOJ lawsuit concerning NVRA regulations (that supersede State of CT statutes or interpretations). NVRA requires non-duplication of registration information once it has been established in the State. So when someone registers in one town, they cannot be required to re-input the information (ie, affiliation) when moving to another town within the State. If they choose **not** to fill in the affiliation field and leave it blank when changing their address, the affiliation from the old address is supposed to be carried forward to the new address. Only when the elector opts to change affiliation status does it get changed in CVRS. That has now been adjusted with DMV and SOTS (CVRS), so that when registrars receive the new registration,

the affiliation will be auto-populated. DMV is trying to establish a user group to work with DMV on improving the interface with CVRS and are hoping that will include ROVAC members. Committee also discussed the aging of our tabulators and would like to see a committee set up (which includes ROVAC) to examine longevity issues and resolutions to be prepared once they begin to fail. We are in the tenth year of a twenty-year contract.

- **Handbook:** No Report
- **Legislative:** Sue L reported that there wasn't any official meeting held, but plenty of action has occurred in the background. Sullivan & LeShane, Melissa R and Tim D worked really hard with Rep Fox to put forth language as an amendment to Bill #7277 our pieces on "Unknown to Unassigned", audit time frame down to 10 days and SOTS placing directives on the Website. Rep Fox worked diligently to get through the House, but it died in Senate. Bad news is no ROVAC legislation passed this year, but good news is that no adverse bills passed either. Tim D explained the reality is we will most likely see similar legislation next year. Good thing that nothing happened this session based on how attitudes have become poor between Senate and the House, but will hopefully improve for next year. Discussion ensued.
- **Ways & Means:** No Report

#### V. Old Business:

- **Certification Update:** Melissa R reported for Anne-Marie M that the Committee is meeting today and will be discussing parameters in the continuing education criteria. Strong push to include classes at conferences to be qualified toward required hours. Discussion ensued.

#### VI. New Business:

- **ROVAC Board Meetings:** President-elect Sue L discussed continuing 2nd Thursday of each month for Board meetings. Consensus to continue schedule and location in Newington. That will be voted on at the July meeting.
- **ERIC Reporting:** Fred D shared that several communications with Peggy R is somewhat confusing as to how we handle confirmed electors moving out of state vs. confirming they still live in CT. Discussion ensued. Best practice principles should prevail. Will attempt to get more clarification from SOTS and continue dialogue for next meeting.
- **Vendor Request for Conference:** Fred D was contacted by a non-for-profit organization that deals with voting/election technologies and support for election officials. They are interested in offering a program at a future conference. Fred D was impressed with some of the tools that they offer and advocates that the Education Committee consider adding them to the schedule of presenters. He will share this with the Education Committee.
- **Any Other Business to come before the Board:** Melissa R thanked Tony D for all his support as he finishes his last meeting as Ex-Officio/Past President. Also to the board members for their support and friendship over the past 5 years.

**VII. Adjourn:**

Motion to adjourn made by Sue L and seconded by Mike W at 11:40 AM.  
Motion Approved.

Respectfully Submitted,

Kevin McCauley  
Secretary