



**ROVAC BOARD MEETING MINUTES**  
**September 21, 2016**  
**SOUTHBURY PLAZA**

**Members Attending:** Melissa Russell, Darlene Burrell, Tim DeCarlo, Fred DeCaro, Lou Dicilio, Bill Giesing, Sue Larsen, Anne-Marie Mastroianni, Kevin McCauley, Chris Prue & Mike Wyman

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

**Non-Members Attending:** 0

Meeting was called to order by President Melissa Russell at 4:33 PM

I. **Minutes from last meeting:** (August 11, 2016)

Sue L moved to accept / Anne-Marie M seconded.  
Minutes approved.

II. **Treasurer's Report:**

No Report

III. **County Reports:**

- **Fairfield:** Fred D reported having a virtual meeting/video conference/webinar with Ted Bromley about DMV interface. Lasted 45 minutes and posted on YouTube and will post to ROVAC website. Approximately 25 participated.
- **Hartford:** Darlene B reported meeting on September 13<sup>th</sup>. Ted Bromley Q & A session. Well received updates from all aspects of election process and new technology/procedures.
- **Litchfield:** No Report
- **Middlesex:** No Report
- **New Haven:** Tim D reported meeting held with Ted Bromley. New IVS system presentation and Q & A session. COG monitor was also present. Toni Sobieski of Meriden resigned.

- **New London:** Bill G reported meeting held in Summer with SOTS representation. New legislation discussed. Last week meeting held to discuss election preparation. Next meeting will discuss new IVS system. Several new registrars and deputies have come on board. Will also discuss EMS reporting.
- **Tolland:** No Report
- **Windham:** No Report

#### IV. Committee Reports:

- **Conference:** Chris P reported 344 total registered for Thursday / 394 for Friday. All day group session with SOTS on Friday. Will be tight with large attendance and 10 to a table. Discussion ensued on logistics and meals. SOTS packets will be handed out at check-in for Friday session; one packet per town. Legislative surveys & Stress Test notices will also be handed out at check-in. Barbara Richardson-Crouch of Sprague had a family emergency and asked for credit to Spring Conference. Bill G motioned to allow credit / Lou D seconded. Motion passed.
- **Education:** Melissa R reported that Tim D and she will present EDR at the Thursday class. Tim will represent large town and Melissa small.
- **Technology:** Mike W reported on meeting with Ted Bromley concerning DMV, Audit Management, IVS and Stress Test.
- **Handbook:** Darlene B reported that new legislative changes will be reflected in handbook, but will not initiate until after the election.
- **Legislative:** Sue L reported that surveys are ready for distribution, as Chris had reported earlier.
- **Ways & Means:** Lou D reported that there will be a 50/50 for both days and a wine gift basket and lottery tree for raffle. Sue Burnham did tremendous job on putting together. No cost for materials, so full profit from ticket sales.

#### V. Old Business:

A. Certification Committee Update – Anne-Marie M reported that UCONN/Citi cancelled the RFP that solicited 140 attorney offices, since they received no response. Committee will be interviewing people who they hope to bolster instruction and times available. Karen F will also be in the running as an independent contractor, rather than through UCONN/Citi. Handout with spreadsheet of total number of participants and which section completed in the certification database. Total of 373 have participated. Section 8 and certification deadline discussed. Section 8 will be in place once instructors have been assigned. Evening and weekend classes are probable once new contracts are signed.

B. Deputy Registrar Database – Melissa acknowledged Kevin M and Pete G for coordinating efforts on creating the deputy contact list. It is now available on ROVAC website.

**VI. New Business:**

A. Interim & End-of-Year Audit Reports – Melissa thanked Lisbeth Becker for her efficient work on preparing and presenting the Auditor’s Report. Pete G given high marks for his work as Treasurer. Melissa read into the record and placed on file with Secretary.

B. IVS/AVS – Darlene B related that a Suffield elector requires additional equipment to utilize the AVS. Coordinating with IVS, a “Jelly Bean” button will be supplied and Suffield will be a pilot community to assess its integration. If authorized, Tim D asked that IVS be approached about video recording the presentation sessions to upload to our website or YouTube to make it more accessible. Discussion ensued.

Lou D shared that Stratford has a Special Election on October 13 and they received two of the new IVS units to use for that election. Great opportunity to practice before the Presidential Election.

C. Website – Darlene acknowledged Aaron Nash for his exceptional support and work on the website. It is looking very good and continues to improve.

**VII. Adjourn:**

Motion to adjourn made by Anne-Marie M and seconded by Tim D at 5:30 PM.

Motion Approved.

Respectfully Submitted,

Kevin McCauley  
Secretary