

JUNE 9, 2020 Hartford County ROVAC Minutes

Chairperson, Darlene Burrell called the meeting to order at 10:00 am and thanked Kris Lambert for hosting our ZOOM meeting

Vice Chairperson, Sharon Krawiecki asked if there were any new registrars on the call so she could introduce them, and no one spoke up.

Secretary, Laura Wolfe reported that there were no minutes to approve.

Treasurer and Ways & Means Rep. reported that she still has money from the towns that paid for the raffle gift prior to the spring conference being cancelled. She will hold onto the money until next year's spring conference. At the Ways and Means meeting they talked about different ways to handle a raffle if we end up having a ZOOM meeting. There is some site where you can bid on the raffle item we have. It will be a fall scene. We will have fun with it and see what happens.

Guest Speakers Lisbeth Becker & Chris Prue from the Implementation & Supply Committee reported - The Absentee Ballot Plan has been emailed to everyone. Complete and submit your Safe Polls Plan to the SOTS as soon as you can. List on the certificate items needed even if the SOTS will be providing them for you.

Ballot Order - Number of ballots to be ordered per the SOTS are town clerks to order 80% absentee ballots and 80% of those ballots go to the mail house and 20% go to the town clerk. Registrars should order 80% for the polls. If you are not going to order this number of ballots it is suggested that you put it in your safe polls plan. Municipalities are responsible for the cost of the ballots, cost of ballots will not be reimbursed. Some towns are not going to order this large number of ballots.

Mail House - There is concern regarding a mail house handling the mailing of absentee ballots. RI used this mail house and had no trouble so we are hopeful that it will work for CT.

Polling Place Consolidation - It is not clear yet if consolidation of polls will be allowed. If allowed a notice of the change will have to be mailed out to each elector affected.

PPE - If you are ordering PPE you may submit for reimbursement. State will not be providing sneeze guards. State will be providing face shields.

QUESTION: What is in the PPE package we will be receiving? ANSWER: The PPE package will be coming from Inclusion Solutions. You can look them up online to find out what is in the kit. It is our understanding that for each polling place there will be 10 face masks, rubber gloves, hand sanitizer, etc. Face shields are supposed to come from a different company.

QUESTION: Does the reimbursement form included in with the Safe Polls plan supposed to be sent in at the same time the other forms are sent in or can you wait until after everything is ordered? ANSWER: Ilona said that the list can be submitted before you have an invoice. Send the invoice in at a later date.

QUESTION: Where table top sneeze guards can be purchased.. Approx ANSWER: Modern Plastic, Wingsite Displays & Inclusion Solutions \$99. (30"W x 36"H)

QUESTION: Where to order face shields. ANSWER: VistaPrint \$4 & W.B.Mason \$7.79

QUESTION: Do you have to be a certified registrar in order to complete the Safe Polls paperwork?

ANSWER: Registrars must be certified or be new registrars working on becoming certified within the first two years of the job.

Emergency Plan - Revise your Emergency Plan to include for contagion.

Date for Mail House List - Will we be given the date when the list will be sent out to the mail house? Ted said he will notify us. It is recommended that after that date registrars include an absentee ballot application along with acceptance letters. The sending of absentee ballots is not a requirement just a suggestion.

QUESTION: Who will handle voters with suppressed addresses? ANSWER: This will be looked into.

QUESTION: For those who have an asterisk is by their name will these voters receive information informing them that they must provide proper ID in order for their ballot to be counted? ANSWER: This will be looked into.

QUESTION: What are the minimum required positions to work the polls during a primary? ANSWER: Moderator, Checker and Tabulator Tender.

Conference Committee Report by Ann Clark: A conference is still planned for September. If the conference is to be in person it will be in Southbury. Please respond to the conference survey that has been sent out to you. Your answers are important for the committee to move forward. A Webinar is a possibility.

Education Committee Report by Darlene Burrell: Mark Dobbins has volunteered to be Hartford Counties Education Committee representative.

Newby training is being offered by Tim DeCarlo and Annalisa. If you would like newby training please let us know.

Legislative Committee Report by Peter Gostin: Legislators will be getting together to discuss some COVID related matters. Regarding the absentee ballot mail-in situation at this time the executive order issued in March ends in September. Legislative approval is needed to extend it to the November election. It is not known how this is going to go for the August primary to prepare us for November. Many states that have not done this before such as Georgia, things did not go well because the infrastructure has not fully been prepared and laid out over a good amount of time. When you kind of force feed this kind of situation and states have not run this way before it gets to be very problematic. August is going to be a good time frame to see how well this might work.

Nominating Committee Rep. Peter Gostin: Hartford County officers need to be elected and committee representatives need to be appointed. A motion was made by Anita Mips that all positions be reappointed. This was seconded by Lewis Fiore. All others were in favor.

*Chairperson, Darlene Burrell

*Vice Chairperson, Sharon Krawiecki

*Secretary, Laura Wolfe

*Treasurer, Sue Burnham

*Audit Committee Representative, Ann Kilby

*Convention Committee Representative, Ann Clark

*Education Committee Representative, Mark Dobbins

*Legislative Committee Representatives, Peter Gostin & Mindy Lewis

*Nominating Committee Representative, Peter Gostin

*Technology Representatives, Lisbeth Becker & Ann Kilby

*Handbook Committee Representatives, Michael Early, Rose Horan, Sharon Krawiecki & Darlene Burrell

Technology Report by AnLisbeth Becker & Ann Kilby – We will be discussing with Tom Miano, head of SOTS I.T. the status of virtual workstation. There is some indication that they are going to have EMS within the virtual workstation, and we are going to have to go through the same process again of confirming email and passwords. The exact time is unknown at this time. The I.T. Dept. is focusing on making sure everything is set up with all the town clerks who will be doing scanning and things like that.

QUESTION: What is going on with the National Guard who are supposed to be coming out to check all of our equipment? ANSWER: That is in the works and is one of the agenda items for the next Tech. committee meeting. They plan an audit of the security systems for election security. Per Carol Hurley, “The office said it also worked with the National Guard to address any cyber security situation. Towns with chronic connectivity issues will have their systems upgraded.”

QUESTION: Will SOTS be providing disinfecting services for polling places? ANSWER: The SOTS is looking into different companies. Put it into your Safe Polling Place Plan.

Handbook Committee Report by Darlene Burrell - All registrars were emailed the updated Registrars' Handbook and a list of the changes made were provided. Also, the Poll-Worker Training manual which was submitted to the certification committee July 2019. It is in the hands of two attorneys, Kevin Ahearn (SEEC) and Lewis Button (SOTS) waiting for approval. Will be posted on the ROVAC website.

Certification Committee Report by Carol Hurly – As soon as the committee meets in person I will bring up the issue regarding the approval of the Poll-worker Training Manual.

NEW BUSINESS: We need to pick meeting dates. The group agreed on September 22, Jan. 12, March 9 & June 8