Attendees: Lou Battipaglia, Lisbeth Becker, Chopeta Lyons, Marla Cowden, Ann Kilby, Anne-Marie Mastroianni, Dorothy Mrowka, Jack Richmond, Elizabeth Santangelo, Julie Watson Jones, and Stuart Wells. Guests: Ted Bromley, SOTS; Mike Wyman, ROV – Tolland, Michael Early, Deputy Registrar – Southington; Sue Larson, ROV; and Lary Douglas, Election Moderator Windham County.

Lisbeth opened the meeting at 10:01 a.m.

**March 2019 Meeting Minutes:** Dorothy Mrowka made a motion to accept these minutes. Lou Battipaglia seconded the motion.

**CITRIX, the Virtual Work Station:**

* Being piloted in the Glastonbury, Middletown and South Windsor ROV offices.
* Most problems have been solved. The disk function works but looks different than the current CVRS system.
* Lary Douglas stated that many Eastern Connecticut offices utilizes VPN for their CVRS access. Lary is concern that this type of access work in the CITRIX environment.
* The next rollout will be targeting the Large- and Middle-sized towns. Production rollouts for all ROVs’ offices will be completed before the November election.
* CVRS System – Disable the Save Password Function – This option still is available. Ted Bromley will investigate when this function will be disabled.

**Electronic Poll Books** – SOTS is looking at 2 vendors. T. Bromley said it is a priority.

**Batch Processing (Making Voters to Inactive Status) for Canvass Activity**

* Ted apologized that an email should have been sent out to the ROVs informing the changes was implemented.
* Lisbeth Becker, Marla Cowden, Darlene Burrell and Ted Bromley met earlier in May to discuss the problems encountered from this change. Lisbeth Becker has documented these issues with these changes and how these issues will be addressed. Darlene Burrell will update the ROVAC Handbook to reflect this Canvass Changes.
* Changes are being made to CVRS for Batch Processing which are:
  + Ignore voters who are in “off” status
  + If a voter has been canvassed and then this voter record has been changed, CVRS system will automatic closed the canvass activity for this voter.
  + When these changes are implemented, Lisbeth Becker has documented for distribution.
* It is recommended that we should have a Canvass class at our next ROVAC conference.

**Web Seminar on Election Security: Preparing for 2020 –** SOTS is sending out an email to ROVS to enroll in this web seminar which will be held Wednesday, May 29, 2019 at noon.

**EMIS (ENR Reporting)**

* Shirley Surgeon of SOTS met with Stuart Wells and the vendor in February. The changes made based on the meeting are pending review.
* The ROVAC Committee Members would like the following enhancements:
  + to have the ability to enter all information from the tabulator tape and provide a balance total which the correct result would be 0. If the result is not 0, it indicates to that the results are incorrect.
  + Enter summary totals by midnight and enter the detail information the next day.
* We would like these changes be implemented for the November election. If these changes are made for November, Stuart Wells offered to provide training session at the Fall Conference.

**DMV –** No new information on the next release. Suggestion is to have the online voter registration card have a D not S indicating the voter registration card came from DMV processing.

**SOTS Online Voter Registration Process –** Recommends that a voter can view their voter registration information on the SOTS online voter registration screen.

**CVRS –** At our next meeting which is July 25th, we would like to develop a list of enhancements for the next release of CVRS. Each member should obtain a list of CVRS enhancements from their ROVS. Please send your list to Ann Kilby to present at our next meeting.

**Status of Tabulators -** UCONN is gathering statistics on maintenance problems. SOTS is parts for replacing the reader head and the batteries – which is most of the problems. If other problems occur, SOTS need to be aware. SOTS is working on a 5-year plan.

**Next Meeting:** July 25, 2019 at 10 am. Riverfront Community Center, 300 Welles Street, Glastonbury. Please supply your agenda items to Lisbeth Becker by July 9, 2019.

**Adjournment:** Meeting adjourned at 12:15 pm. with Ann Marie and Dorothy making the motion.

Sincerely,

Ann M. Kilby, Secretary