

**Colorado Secretary of State's Uniform Voting System Advisory Committee**

1700 Broadway, Denver, Colorado

Aspen Meeting Room, 3<sup>rd</sup> Floor

February 8, 2013

12:00 noon to 3:00 p.m.

**Agenda**

1. Call to order and review of Agenda
2. Review of Action Items from January 11, 2013 Meeting (Handout)
3. Discussion Items Submitted by Members After 1-11-13 Meeting (Handout)
4. Definition of a Uniform Voting System (Action) (Handout)
5. Statement of scope of the UVS project (Action) (Handout)
6. Report on the Technical Working Group (TWG) (Information) (Handout)
7. Clerk Representative on TWG (Action)
8. Review of Draft Request for Information (Handout)
9. Third Party Support Provider Discussion (Information) (Handouts)
10. Discussion of proposed meeting schedule (Action) (Handout)
11. Other

Next Meeting Scheduled for March 22, 2013 from 12:00 noon to 3:00 p.m.

## Action Items from 1-11-13 Meeting of UVS Advisory Committee

Action Items	Status
1. The Uniform Voting System Advisory Committee (UVSAC) wants to consider the Uniform Voting System as part of a larger "Unified Election System" and have UVS Technical Advisory Committee (UVSTAC) focus on equipment specific issues related to a Uniform Voting System.	Discussion.
2. Staff to work on revised draft of definition of UVS in context of Unified Election System.	Done.
3. Next meeting needs to have more info on third party involvement.	On Agenda. Background information provided.
4. Staff to Research those states that use a third party for voting system support.	On Agenda. Background information provided.
5. Merle to provide contract from GA for third party support services.	Done. Provided to Committee.
6. UVSAC to develop scope statement so Technical Committee can do its work. Staff to draft.	On Agenda. Draft provided.
7. USVTAC should include a representative (Clerk) from the Advisory Committee.	Committee to select.
8. UVSAC members to email AI with suggestions for Scope statement.	Included in agenda.

## **Issues Submitted for Discussion by Advisory Committee Members Following 1/11/13 Meeting**

- “I think we need to be the Advisory Committee for the Colorado Unified Election System. In the presentation from Dr. King, the slide I was intrigued with showed the 4 silos (components) to a Unified Election System. We have a SCORE advisory committee, I am not aware of an advisory committee on Election Night reporting but we have the means, Ballot delivery is in flux right now, and then there is uniform voting systems. Let’s build on what we have.”
- “Identify the improvements needed to existing systems to make a smooth integration with all 4 silos. (SCORE, BOD, ENR, etc.)”

*Discussion Points: We have changed all of the documents related to this project to reflect a “Unified Voting System”, which may not be as broad as the “Unified Elections System” referenced in this comment. While we must be cognizant of the elements of Colorado’s comprehensive elections structure, and likely will need to evaluate potential modifications to other elements of that structure based on the decisions made on the voting system, the initial focus of the project continues to be on the elements for vote capture and tabulation, though in a broad sense which includes UOCAVA (Uniformed and Overseas Citizens Absentee Voting Act), Ballot on Demand, etc.*

- “Examine various ballot delivery practices and develop best practices for Colorado. This needs to be determined before we can propose a voting system.”

*Discussion Points: This is a multifaceted observation. What comes most readily to mind is the issue of mail ballot versus continuation of our hybrid system of mail for all elections except General Elections. This determination certainly is a factor in the Committee’s deliberations, which will be greatly influenced by actions or inaction at the Legislature.*

*A second consideration is the current practice of offering multiple voting options in our polling sites (precinct based Polling Places and Vote Centers) during General Elections.*

*Some counties offer only electronic (DRE) voting at polling sites. Other counties offer only paper ballots at polling sites. Yet others offer both for the voter’s choice. (All counties offer an electronic option for accessible voting)*

*There are difficulties with using only a paper based voting system at Vote Centers as it is extremely difficult for a large county to provide large quantities of paper ballots for hundreds of ballot styles in each Vote Center.*

*Complicating matters further, the Colorado Legislature has specified that any voting system purchased prior to the 2014 General Election shall be a paper based system. (CRS 1-5-623 attached)*

*Notwithstanding the Legislature’s current position, any “Unified Voting System” could be designed with both elements for general voting or by selecting only a single method. Additionally there are systems which allow the voting on an electronic device which then allows the printing of a paper ballot. There may be other solutions available as well.*

- Investigate the possible need for a 3 party entity to assist smaller counties with election operations.

*Discussion Points: This suggestion presents an alternative to a “full service” support system as presented by the Kennesaw model. The inference here is that larger counties could/would continue to provide their own support or contract with the vendor for support. This concept will need significant discussion as we define the appropriate model for service delivery in Colorado.*

## From Title I

### **1-5-623. Special rules applicable to use, modification, or purchase of electronic voting devices or systems and related components prior to 2014 - legislative declaration - rules.**

(1) (a) The general assembly hereby finds and declares that, over the past decade, voting technology used in the state has undergone dramatic changes, creating confusion and difficulties for election administrators, state government, and the voting public. Efforts to address this confusion have been complicated by the timing of periodic substantial investments in voting technology by county governments necessitated by changes in federal and state law.

(b) Now, therefore, by enacting this section, the general assembly intends that:

(I) Between May 15, 2009, and the 2014 general election, any voting system purchased by a political subdivision shall be a paper-based voting system as defined in section 1-1-104 (23.5);

(II) The acquisition of electronic voting systems be suspended in order to assess existing and emerging voting technologies; and

(III) Substantial investment by political subdivisions before the 2014 general election in alternate technologies that will frustrate the intent of the general assembly as specified in paragraph (a) of this subsection (1) is discouraged and disfavored.

(2) Notwithstanding any other provision of this part 6, any existing electronic voting device or any related component of the device that was used by a political subdivision in conducting the 2008 general election may continue to be used by the political subdivision on and after May 15, 2009, as long as the device or component is used in accordance with either the conditions of use under which the device or component was originally certified for the 2008 general election or in accordance with alternate conditions of use established by the secretary of state.

(3) (a) Notwithstanding any other provision of law, on and after May 15, 2009, no political subdivision may purchase a new electronic voting device or system or any related component of such device or system without obtaining the prior approval of the secretary of state for such purchase in accordance with the requirements of this subsection (3).

## Discussion Issues Submitted by Advisory Committee Members

### Uniform Voting System-UVS 2013 – Hurdles To Consider

#### A. Concerns If We Don't Adopt UVS

- a. Need to update voting systems due to requirement of Risk Limiting Audits-Due 2014 however practically impossible to implement with current election equipment.
- b. Majority of counties will have outdated election equipment within a few years. A couple of counties are already in this position.
- c. Over the past century both Congress and the federal judiciary have become increasingly involved in interventionist roles in state elections. A key example is the Voting Rights Acts of 1965. Is it better to be proactive now while we have that chance.
- d. The US Commission on Civil Rights has recommended that the federal government establish minimum requirements for the production and distribution of information that helps educate voters. For a state to ensure adequate voter education, using only one type of ballot and only one type of voting machines would greatly reduce the number of human errors. (This is from an article by Susan MacManus, *Voter Education: The Key to Election Reform Success Lessons From Florida*.)
- e. Requiring uniformity statewide could possibly remove courts involvement. By setting one standard to follow it might possibly reduce litigation costs.
- f. There have been numerous cases nationally where voters have been treated differently because their votes are being counted through different technologies. If a uniform voting system were implemented there would be less chance of violating the Equal Protection Clause.

#### B. Concerns If State Does Elect to Adopt UVS

- a. First and foremost is funding. Where will the money come from? Who will bear the equipment expense, the county or the state? With a new system there will be staff training. Who pays for this? What funding mechanism could be developed? If there are funding mechanisms adopted it will have to be implemented by the legislature, SOS or the particular county. This needs to be spelled out in advance.
- b. Have to contemplate a possible single point of failure for entire state.
- c. Have to consider all of the nuances of Colorado elections including long ballots, Tabor and special districts which would include many different ballot styles.
- d. Need to address the possibility of approval voting in Colorado and what equipment can handle it.

- e. Do we enlist a third party vendor or have SOS handle?
  - i. If the UVS is similar to the Georgia model which enlists the assistance of a university some concerns exist. If a university is used, what guarantee would Colorado have regarding university funding and if they choose not to house the UVS? State would have to build a great RFP to reduce potential.
- f. If as university is chosen, one county has expressed their concern about the “political” aspects of hiring a university to handle the project. There is a concern about the public perception.
- g. If a UVS is established, would it be for ballot creation only or for the printing of ballots as well? What options will counties have regarding printing and mailing?
- h. What about the small/medium sized counties when they require additional assistance with IT? Will the state or third party provide the technology and assistance?
- i. We need to know the way the legislature is leaning regarding the future of elections:
  - Mail
  - Polling Place
  - Combination

## **Colorado Secretary of State's Uniform Voting System Advisory Committee Definition of a Uniform Voting System**

For the purposes of the Colorado Secretary of State's Uniform Voting System Advisory Committee deliberations and the work of the Uniform Voting System Technical Working Group, the following definition of a Uniform Voting System shall apply:

*A "Uniform Voting System" is an integral component of Colorado's comprehensive election structure including, but not limited to, voter registration, manual and automated signature verification, accessibility, electronic pollbooks, ballot design and production, ballot on demand, electronic ballot issuing and reception for UOCAVA voters, statewide equipment and results auditing and election night reporting.*

*Specifically the Uniform Voting System component of the comprehensive election structure is defined as:*

*A system that consists of a defined set of equipment, processes and documentation including:*

1. Equipment and software to create, edit, layout and produce paper and electronic ballots.
2. ADA compliant electronic vote capture equipment and software including the capacity to provide an audio ballot.
3. Printers and capability to provide VVPAT confirmation to voters.
4. Printers and capability to produce polling place result.
5. Equipment for precinct and central scanning of votes from paper ballots.
6. Vote tabulation hardware and software for uploading precinct and central count results.
7. Equipment and software for signature verification, both automated and manual.
8. Software to allow compilation of all results from an entire county by precinct or as required by Colorado statutes.
9. Software to allow reporting of results exportable to an election night reporting system.
10. Software to allow reporting of results by source.
11. Equipment and software to provide for "ballot on demand" capabilities both at central and external service centers and at polling sites.
12. Equipment and software to provide for electronic ballot creation and secure electronic distribution and reception of ballots to and from voters.
13. Auditing capabilities meeting or exceeding auditing standards adopted by the State of Colorado.
14. Maintenance, operational, instructional and training materials and processes necessary to install, deploy and operate a Uniform Voting System.

15. Seamless integration with any existing components of Colorado's comprehensive election structure, which may be retained, including but not limited to, Ballot on Demand, UOCAVA ballot delivery methods
16. Any other components of the comprehensive elections structure that may be determined to be functionally important for integration and successful implementation of the Uniform Voting System.
17. Defined rules, procedures and user roles for all participants in the elections process.

# Colorado Secretary of State's Uniform Voting System Advisory Committee

## Project Scope Document

### General Statement of Scope

The scope of the UVS project includes the planning, design, development, testing, purchasing, certification by a Voting Systems Test Laboratory (VSTL), acceptance testing, inventory, implementation, training, and transition into a statewide Uniform Voting System. The scope of this project also includes completion of all documentation, manuals and necessary training aids.

Initial project completion will occur when implementation rules are effective and after the creation of a list of certified equipment for use in the state. However, UVS will remain an organic project that is constantly managed, maintained, supported, and developed at the state level in order to ensure future technological, legislative, and procedural advancements are properly implemented at the county level.

The UVS team will function as a resource for training and support to counties and, further, to ensure voting system uniformity.

A comprehensive UVS will include procurement at the County or State level of equipment, software and processes to allow for electronic voting, precinct and/or central counting of ballots, ballot marking devices, ballot on demand equipment, electronic UOCAVA ballot delivery options, signature verification systems, and warehouse space(s) for parts and equipment. (Regional warehousing will not be as necessary if Colorado moves to a 100% PMIV system.) All devices and practices must integrate seamlessly into one "system" to ensure consistent procedures, products and voter experience.

### The Uniform Voting System Advisory Committee shall evaluate the ongoing processes to acquire a system with the above listed components and qualities by:

1. Review of Request for Information (RFI) document.
2. Evaluation of responses to the RFI in conjunction with the Technical Working Group.
3. Review of system requirements document developed by Technical Working Group.
4. Review of Request for Proposals (RFP) Documents developed by Technical Working Group.
5. Evaluation of responses to RFP in conjunction with Technical Working Group.
6. Participation in any vendor demonstrations.
7. Review of testing plans for presumed selectee(s) from proposals developed by Technical Working Group.
8. Evaluation of testing results from testing presumed selectee(s) submission in conjunction with Technical Working Group.
9. Review of contract offered to selectee(s).
10. Review of process and plan for system support.
11. Review of training materials.
12. Review of implementation plan for Uniform Voting System components and support program.
13. Evaluation of implementation of Uniform Voting System components and support program.

# **Uniform Voting System Project Technical Working Group (TWG)**

## **Charter (DRAFT)**

### **TWG Membership**

Members of the TWG will be active County level technical staff working with the various voting systems in Colorado counties along with members of the Elections Division Voting Systems Team, and UVS Project Team along with a representative from the UVS Advisory Committee.

Members will represent a cross section of Colorado Counties based on size, geography and voting systems.

Members will be nominated by counties and the Elections Division Voting Systems Team.

Members will be appointed by Wayne Munster, Deputy Elections Director.

### **TWG Duties**

- Assist the UVS Project Team in review of RFI responses.
- Assist the UVS Project Team in development of technical requirements and standards to be used in creating the UVS Request for Proposals (RFP).
- Assist the UVS Project Team in the vendor question and answer session scheduled for after issuance of the RFP
- Assisting the UVS Project Team in the evaluation of the RFP responses.
- Assisting the UVS Project Team in evaluating any vendor demonstrations that may be scheduled following review of the RFP responses.
- All members will be required to attend meetings, actively participate and collaborate on the group's work product.

## **TWG Meetings**

Meetings will be scheduled and staffed by the UVS Project Lead who will consider the geography of the membership and the various travel requirements involved when scheduling meeting times and locations.

TWG meetings will begin in early February of 2013 and continue, as necessary, beyond the selection of any successful vendors and into system implementation plan development and execution.

## **TWG Approach**

It is contemplated that after an initial organizational meeting the various vendor system counties would meet with their like vendor members.

We are operating on the premise that by beginning with the same set of experiences with the same equipment, software, service and issues, the identification of requirements desirable in a new system will be more easily discerned. This will allow the counties who share similar equipment to focus on the good and bad of that equipment in designing standards and requirements for the future system.

Once those efforts are underway, we will join as a full group to see where the commonalities and differences are.

The TWG will need to keep in mind that the requirements necessarily need to be described in functional or outcome statements, as a future system may not resemble the equipment we have in place today. The goal is to identify the functions the system must be able to perform, not the equipment that we currently use, or may use in the future, to accomplish those operations. This may include functions that the group identifies as not currently being provided by a specific vendor's equipment or by any equipment currently in use.

The TWG may use the provisions of several Secretary of State rules including rules: 11, 25, 26, 27, 29, 35, 37, 43 and 45 as a base for requirements development.

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# State of Colorado

## Department of State



### Request for Information:

## Uniform Voting System for the State of Colorado

February xx, 2013

Colorado Department of State  
Elections Division  
1700 Broadway, Suite 200  
Denver, CO 80290

## **Working Draft**

### **Introduction**

The Colorado Department of State (CDOS) is seeking information to potentially use in creating a formal Request for Proposal for establishing a Uniform Voting System (UVS) to be used by the 64 counties in Colorado.

The UVS will be a major component of Colorado's larger comprehensive elections structure which includes elements related to voter registration, ballot creation and distribution, voter eligibility, voting, ballot acceptance, vote tabulation, vote reporting and auditing.

Secretary of State Scott Gessler is proposing to establish a UVS within the State of Colorado and is soliciting information about what systems and products may be available for consideration. The UVS could be ready for implementation by July of 2014.

### **Purpose of this Request for Information**

The purpose of this request is to gather information to assist the Secretary of State in making a determination as to the specific elements that should be included in a UVS. Information is being gathered to help the Secretary better understand the systems and products available.

This Request for Information (RFI) is solely for informational and planning purposes and does not constitute a formal solicitation for a product or service and may not directly result in an award or contract. Respondents are responsible for all expenses associated with responding to this request. The State of Colorado is under no obligation to pay for any information or ideas submitted in response to this RFI or for any of the costs incurred by any party as a result of this RFI. Responses will not be returned. However, after evaluation of the information submitted and the Secretary's determination of the specific elements to be included, and that one or more vendors may be able to provide the systems and products necessary to implement a UVS, one or more respondents may be invited to provide additional information about their product/service and/or submit a formal proposal for consideration.

### **Description of Information Requested**

All vendors with a solution meeting the potential requirements outlined in this request are invited to submit a response that specifically addresses the potential requirements outlined in this request or offers system or component alternatives not identified in this document. Respondents are encouraged to provide any additional relevant information or alternative considerations that may assist the Secretary of State in defining requirements and determining the specific elements to be included in the UVS. No confidential information should be submitted in a response to this request; all responses shall be considered public information in their entirety and will be handled as such.

## **Potential Requirements**

The overall system proposed for implementation will not necessarily be a single vendor system, although that option is not excluded from consideration. Respondents to this RFI should provide any information relative to how their solution would address the potential requirements and needs.

The Secretary of State will accept information concerning systems which include any or all of the following:

1. Provide for the design and creation of ballots to be voted electronically, and for the importation of the ballots into an electronic voting unit upon or through which an individual voter may cast his or her ballot on all contests for which the voter is eligible.
2. Capture the voter's vote electronically and provide for output to a paper ballot for tabulation by tabulation equipment.
3. Provide a method for the voter to receive and visually verify that the correct ballot style is displayed in the electronic voting unit.
4. Allow vote capture by electronic means in polling sites, designated County Election Office sites and Service Centers and provide for a voter verifiable paper audit trail.
5. Allow vote capture by electronic means in polling sites, designated County Election Office sites and Service Centers and meet ADA standards, including providing the voter the opportunity to access an audio ballot and to cast a ballot privately and independently.
6. Allow the importation of audio ballot content that may have been created externally.
7. Allow the voter to review, change and confirm choices made while casting votes on the electronic vote capture system.
8. Allow the casting of Provisional Ballots electronically and the segregation of these ballots from other ballots casts until adjudication of the ballots is accomplished.
9. Allow the reporting of accepted Provisional Ballots as an individual category along with such other categories as the State of Colorado may require including but not limited to: ballots cast during Early Vote, on Election Day and by mail.
10. Provide for accumulation and reporting of all votes cast by electronic means.
11. Allow accumulated election results to be audited in a "risk limiting audit" via a single vote cast record.
12. Allow printing of a removable paper copy of results, at the polling site, from each individual electronic voting unit used at the polling site.

13. Provide for the design and development of paper ballots, by ballot style, precinct, on two-sided ballot pages and multiple page ballots for issue via mail, at polling sites, County Elections Offices and Service Centers.
14. Provide for the printing of paper ballots "on demand" for issue via US Mail, at polling sites, through County Elections Offices and Service Centers.
15. Provide for accumulation and reporting of votes, in a central count environment, which were cast on paper ballots.
16. Allow the centralized accumulation and reporting of all votes cast and the reporting of such votes by method cast including Provisional Ballots
17. Allow the centralized accumulation and reporting of all votes cast and the reporting of such votes by candidate, yes/no and contest within each precinct in the election.
18. Allow secure electronic delivery and return of ballots for voters qualifying under the Uniform and Overseas Citizens Absentee Voting Act (UOCAVA) and other such voters as may be allowed by federal or Colorado law to receive or cast ballots by secure electronic delivery methods.
19. Allow automated verification of voter signatures via comparison with voter registration file signatures and the signatures provided on mail ballot return envelopes. These systems must provide a means to calibrate acceptance criteria.
20. Provide automated sortation of mail ballot envelopes to various jurisdictional or precinct level divisions.
21. Provide, possibly in conjunction with sortation or signature verification, the attachment of a date stamp to the mail ballot envelope.
22. Allow the application of secure seals to all vulnerable access points on the equipment following testing, during storage and transport, during actual election use periods, following the close of the voting period and any time beyond that specified by law or rule.
23. Allow electronic tracking of voting equipment.

*For the purposes of this solicitation, "system(s)" shall mean all mechanical, electromechanical, manual and electronic components necessary to accomplish the described task.*

*References to electronic voting units include DREs and Ballot Marking Devices*

*Note: Where appropriate, systems must be able to provide content and instructions in both English and Spanish.*

## **Support**

Responses should address available support and help desk services. In particular, responses should discuss technical service and help desk service available to the State and counties during the installation phase of the project as well as such services available during the life of the system.

## **Company Overview**

Respondents to this RFI should include a brief company overview describing the company's relevant experience and qualifications with the systems and products described in the response. Responses should discuss relevant staffing considerations and unique qualifications. Responses should include a discussion of any election challenges, successful security attacks, or breaches as well as any federal or state certification acceptances or denials. Responses should also discuss relevant timelines for a project that might be implemented for the 2014 General Election.

## **How to Respond**

Responses to this RFI will be accepted through 5:00 p.m. MT, on xxxxxxxxxxxx.

All Responses must be received by the deadline above and must be sent in both hard and electronic copy to:

Al Davidson, UVS Project Lead  
Colorado Department of State  
1700 Broadway Street, Suite 200  
Denver, CO 80290  
Email: [al.davidson@sos.state.co.us](mailto:al.davidson@sos.state.co.us)  
Phone: 303-869-4928

*Note: Receipt of any response by email by the specified deadline shall constitute timely submission if the hard copy of the submission is received by CDOS not later than the third business day following the specified deadline.*

For your information we have attached documents adopted by the Uniform Voting System Advisory Committee as well as the current working timeline.

## Third Party Service Provider Summary

### Georgia – Kennesaw University Center for Election Systems

Established 2002

Georgia has 159 Counties

#### Functions:

- Equipment Certification
- End User Training (Staff and Election Workers)
- Deployment of DREs
- Acceptance Testing of Systems and Upgrades
- Logic and Accuracy Testing
- Security Procedures
- Parallel Monitoring Procedures for Election Day System Verification
- State Training Program Modules
- Ballot Building
- Helpdesk Support for Counties

#### Staffing:

- Director
- Assistant Director
- Technical Coordinators (2)
- Elections Coordinator (1)
- Students

Costs: 2013 Budget = \$710,000

## Third Party Service Provider Summary

### Indiana – Voting System Technical Oversight Program (VSTOP)

Established 2005

Indiana has 92 Counties

#### Functions:

Three Year Program to:

- Develop System Standards for Voting Systems
- Review Technical Reports from Independent Testing Laboratories
- Recommend Approval of Systems
- Review Equipment Contracts Between Counties and Vendors
- Compile and Maintain Database of Each County's Voting System Equipment Inventory
- Perform Audits of Voting Systems

Staffing: Students Under direction of two Professors in the Department of Computer Science.

Costs: 2008 - \$162,100

2009 - \$239,700

2010 - \$ 32,200

2011 - \$0

2012 - \$ 80,000

## Third Party Service Provider Summary

Connecticut – University of Connecticut VoTeR Center

Established 2010

Connecticut has 8 Counties

### Functions:

- Design and Conduct Voter System Testing Process
- Design and Conduct Acceptance Testing on All Voting System Components
- Evaluate Security, Integrity, and Dependability of Voting System Equipment in the State (Includes Upgrades)
- Evaluate All Potential New Equipment
- Design Technical Audits and Pre-Election and Post-Election Audits
- Develop Standards and Assist With Administration of Audits
- Review Memory Card Programming and Use
- Evaluate Malfunctioning Equipment

### Staffing:

3.5 FTE plus two Graduate Students

Cost: \$383,500 (Year one)

**STATE OF COLORADO**  
**Department of State**

1700 Broadway  
Suite 200  
Denver, CO 80290

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**Scott Gessler**  
**Secretary of State**

**Judd Choate**  
**Director, Elections Division**

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**MEMORANDUM**

January 28, 2013

To: Uniform Voting System Advisory Committee

From: Wayne Munster, Chair

Below is a proposal for scheduling of the Committee over the next several months.

Given the workload and timeframes for the Uniform Voting System Project we are recommending that the UVS AC meet approximately every three weeks on a regular basis from 12:00 p.m. to 3:00 p.m., with lunch provided for the Committee Members, at least until the conclusion of the 2013 Legislative Session. Legislators' best time appears to be Friday afternoons as their sessions end at midday.

All meetings would be at the Secretary of State's office building at 1700 Broadway in Denver so that we can stream the proceedings to a larger audience. We understand this may mean occasionally one or more members may need to conference in, to participate.

The schedule would be as follows:

February 8, 2013

March 1, 2013

March 22, 2013

April 12, 2013

May 3, 2013

May 31, 2013 (May 24 precedes the Memorial Day Weekend)

June 21, 2013

We can reassess what we want to do beyond that.

We propose that these meetings be scheduled so that all may plan for them, however if there is little or no business to be conducted, the meeting can be by phone or can be cancelled with sufficient notice.

Please let Al know if any of these dates cause extreme difficulty. If we have multiple problems with any suggested date, we can revisit that. Al can be contacted at [al.davidson@sos.state.co.us](mailto:al.davidson@sos.state.co.us), 303-869-4928.

The UVS Advisory Committee has been declared to be a "public body" so all requirements of the open meetings laws and rules are applicable.