

Draft Operating Protocol for the Uniform Voting System Advisory Committee (UVSAC)

The Uniform Voting System Advisory Committee shall be an advisory body to the Uniform Voting System Team and the Department of State considering various elements of the Uniform Voting System initiative and making non-binding recommendations to the Secretary of State.

Votes taken by the Committee shall be for the purpose of making non-binding recommendations on a course of action, with final determination by the Secretary of State. Such votes shall be called for at the discretion of the Chair and as recommended by the Legal Specialist assigned to the Committee. Additionally, the UVSAC may discuss items upon which no recommendation is required for the purpose of airing multiple points of view.

Examples of types of recommendations anticipated include:

- Altering the timelines proposed in the project plan;
- Pursuing a particular course of action for system support;
- What items, provided in RFI responses, might be appropriate to be considered in development of the RFP;
- Whether to proceed or not proceed with issuing an RFP at the appropriate time;
- Whether or not to accept any proposals after reviewing the results of the RFP analyses.

A quorum of the Committee shall exist if more than one-half of the membership is present. If no quorum exists, discussions may occur, but no votes shall be taken.

Public notice of all meetings will be provided through the standard channels used by the Department of State.

Meetings will be broadcasted live and recorded for archive purposes.

A written meeting summary, as well as the tape recording of the meetings shall be posted on the Election Division's website in the area designated for the Uniform Voting System materials.