

STATE OF COLORADO

Department of State

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Colorado Secretary of State's Uniform Voting System Advisory Committee

1700 Broadway, Denver, Colorado
Aspen Meeting Room, 3rd Floor

May 31, 2013
12:00 noon to 3:00 p.m.

Agenda

1. Call to order
2. Review of Agenda
3. Review of Summary of May 3, 2013 Meeting (Handout)
4. Summary of the Public Participation Panel Meeting - George
5. Update on Evaluation of survey to counties - Staff
6. Discussion and finalize recommendation of the Advisory Committee priority elements to be included in the Request for Proposal.
7. Discussion of Potential Funding Options for UVS (Handout)
8. Brainstorm the Governance of UVS Project
9. Future Meeting Schedule (Handout)
10. Other

Next Meeting Scheduled for June 21, 2013 from 12:00 noon to 3:00 p.m.

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DRAFT
Summary of Uniform Voting System (UVS) Advisory Committee Meeting
May 3, 2013

The meeting was called to order by Chair Johnson who reviewed the agenda with the Committee. No additions or deletions were made. Members Reiner and Davidson attended via phone and member Ingmire had previously announced that she would be unable to attend the meeting.

The Chair asked for amendments to the summary of the Committee Summary from the April 5, 2013 meeting. Without objection the summary was approved as submitted.

Chair Johnson led a discussion on the content and status of HB 13-1303 which:

- Provides for all mail ballot elections except in General Elections.
- In General Elections all voters will be mailed a ballot, however Counties will have Service Center/Vote Centers available for in person voting both for Early Vote and on Election Day.
- Implements Election Day voter registration.
- Eliminates the “Inactive Voter” category of “Inactive - Failed to Vote”.
- Authorizes use of the US Postal Service’s National Change of Address (NCOA) file for voter registration address updates.

The Bill has passed the House and Senate and is awaiting approval of minor amendments. It is expected to be sent to the Governor for signature within a week.

Staff shared a PowerPoint presentation summarizing the results of the Voting Equipment Survey requested by the Committee. Basic findings include:

- 59 of the 64 Counties responded to the survey (Chair Johnson will contact Clerks to see if more will respond.)
- 37 Counties use Windows 2000 as their Election Management platform
- 12 use no server at all,
- 5 counties use Windows XP
- 5 use Windows 2003
- 10 counties intend to replace voting equipment within two years;
- 26 counties within 3-5 years
- 9 counties within 5-7 years
- 14 counties in 8 or more years.
- 6 counties indicate that they have allocated funds for voting equipment replacement
- 50 counties indicated they have not allocated such funds.
- 52 counties reported being “generally supportive” of centralizing some election support
- 7 counties reported as not being “generally supportive”

A detailed report of responses will be prepared once all counties who intend to respond have responded and the Committee will be updated with a detailed report at that time.

Staff reported that the membership appointments to the Public Participation Panel are nearly completed and that the kick-off meeting for the panel has been scheduled for May 22, 20123 in the Aspen Room at 1700 Broadway in Denver at 1:00 p.m.

Chair Johnson will attend the meeting and address the Panel on the role of the UVS Advisory Committee and the activities to date.

UVS Committee Member George Leing asked if he, as the representative of the UVS Advisory Committee would be appointed as a “member” of the Panel or would serve as a liaison. After some discussion the Committee agreed that Member Leing should be a liaison since some of the actions taken by the Public Participation Panel may be brought before the Advisory Committee at some point.

Discussion of UVS and what should or should not be included.

Both Chair Johnson and Member Williams had prepared and distributed documents relating to the discussion of what to include or exclude in the 2013 UVS RFP.

Significant discussion occurred on items on both lists; however no final determinations were made. There was an agreement that some components of UVS could be considered “uniform” while not being mandatory for all counties. The approach would be that if a county were to use the component, it would be required to use the State approved vendor for that component. The Committee asked staff to take the “sense of the Committee” as represented in the discussion and report back with potential UVS items organized by priority based on the discussion.

Chair Johnson asked for an update to the Project Calendar for the next meeting and Member Gardner announced that she would be unable to attend the next meeting. It was also determined that the next meeting should include a discussion of future meeting scheduling, as only two more meetings are official scheduled at this time.

The next meeting is scheduled for May 31, 2013 at 12:00 noon.

Funding Options for a Uniform Voting System

Discussion Points for Uniform Voting System Advisory Committee Meeting May 31, 2013

While the Secretary of State and the State Treasurer's Office have worked on a plan that might allow Counties to fund a Uniform Voting System (UVS) from a State fund with amortized payback over a period of 7-10 years, this does not address the issue of the lack of available funds in some counties for voting equipment purchase.

The discussion leads to the exploration of funding source(s), other than county general fund appropriations, to finance equipment purchases.

Identified options to this point include:

1. Full or partial state funding via Legislative appropriation;
2. Including equipment cost in the reimbursement formula when counties bill local jurisdictions;
3. Billing the state for a portion of the amortized costs for each Primary and General election, in addition to the "per voter" reimbursement already received for operating expense reimbursement, using the formula used for billing local jurisdictions. This could be in addition to the change in number two (2).
4. Other.

Obviously any of the above options would need to be passed through the Legislature.

Uniform Voting System Advisory Committee Potential Meeting Dates

This represents potential meeting dates if the Committee will continue to meet approximately every three (3) weeks, as necessary, through the end of 2013. The last currently scheduled meeting is June 21.

Committee sentiment was to not continue to meet on Fridays.

Week of:

July 8-12

July 29-Aug 2

August 19-23

September 9-13 (Note: Certification by Coordinating Agencies is 9/6, State is 9/9)

September 30 - October 4

October 21-25

November 11-15 (Note: 8th day after election is 11/13, Canvass is 11/22)

December 9 and 10 (Two days reserved for final review and recommendation session)

Note: Once the RFP responses are received, by September 16 a review process will be set in motion that likely will involve additional work by members of the Committee, both individually and as part of an RFP Review Board. Our milestones anticipate:

Date From	Date To	Event	Primary Responsible Party
9/16/13	9/16/13	RFP Responses Due	Vendors
9/17/13	11/29/13	Legal and Financial Due Diligence	Executive Staff
9/17/13	11/29/13	RFP Response Review	Technical Volunteers/Staff
11/1/13	11/29/13	Possible Vendor Demos at DOS Request	Tech/Staff/AC
12/3/13	12/5/13*	RFP Review by RFP Review Board	Review Board (PPP/Tech/UVSAC/Staff)
12/9/13	12/10/13	RFP Review and Recommendation	UVSACAC
12/20/13	12/20/13	System Selection	SOS

*Anticipate three (3) Members from each group to work through proposals after staff had confirmed all conditions for submission have been met.

Uniform Voting System Project Major Milestones

Date From	Date To	Event	Primary Responsible Party	Status
1/3/13	1/3/13	Project Kickoff	Staff	C
1/4/13	1/4/13	Seat UVS Advisory Committee	UVS AC	C
1/11/13	1/11/13	UVS Committee Meeting	UVS AC	C
2/15/13	2/15/13	RFI Issued	Staff	C
2/22/13	2/22/13	I.D. Technical Volunteers	Staff	C
3/4/13	7/19/13	System Requirements Gathering Begins	Tech Volunteers/Staff	P
4/1/13	4/1/13	RFI Responses Due	Vendors	C
4/2/13	5/3/13	RFI Response Review	Tech/Staff/AC	C
5/4/13	7/26/13	Finalize RFP	Staff/Techs/AC/Legal/financial	P
8/1/13	8/1/13	Issue RFP	Staff	N
9/16/13	9/16/13	RFP Responses Due	Vendors	N
9/17/13	11/29/13	Legal and Financial Due Diligence	Executive Staff	N
9/17/13	11/29/13	RFP Response Review	Technical Volunteers/Staff	N
11/1/13	12/10/13	Possible Vendor Demos at DOS Request	Tech/Staff/AC	N
12/3/13	12/5/13	RFP Review by RFP Review Board	Review Board	N
12/9/13	12/10/13	RFP Review and Recommendation by UVS AC	AC	N
12/20/13	12/20/13	System Selection	SOS	N
*1/6/2014	6/30/14	Certification of System	DOS Elections	N
1/6/14	2/2/15	Contract Development	Legal	N
2/14/14	2/14/14	Select Initial/Pilot County(ies)	DOS Elections and Counties	N
1/6/14	3/14/14	Develop Implementation Plan	Tech/AC/Staff/Counties	N
60 days prior to actual	60 days prior to actual	Mock Election in Initial/Pilot County(ies)	DOS/County(ies)/Vendor(s)	N
6/27/14 or 11/5/14	6/27/14 or 11/5/14	Initial/Pilot Election	DOS/County(ies)/Vendor(s)	N
NLT 30th day after election	NLT 30th day after election	Evaluation of Initial/Pilot Election	DOS/County(ies)/Vendor(s)	N
1/5/15	1/5/15	Select Support Option	DOS	N
2/2/15	2/2/15	Finalize Contract	DOS	N
1/5/15	?	Rollout System	DOS/County(ies)/Vendor(s)	N

C=Completed; P= In Progress, N= Not Started

**If certification takes longer, all elements listed after will need to be adjusted accordingly*