

ADMINISTRATIVE SERVICES COMMITTEE - BOARD OF ELECTIONS

Tuesday, March 7, 2023

10:30 a.m.

MINUTES

ATTENDEES

Legislators Dennis Mullen, W. Jake Brown, Ronald Ciotoli, and William Standinger
Commissioner James Wahls, Deputy Commissioner Kelly Johnson
Guests: Cathy Haskell; Legislative Chair Martha Sauerbrey

APPROVAL OF FEBRUARY MINUTES

Motion by Legislator Standinger, seconded by Legislator Brown, all in favor, carried.

FINANCIAL

YTD Budget Report was presented.

Commissioner Wahls reported that the ITCS Disaster Recovery Plan (DRP) was amended by ITCS to specify that it covered Board of Elections operations, and the claim was then submitted for reimbursement from the Elections Cybersecurity Remediation Grant, which will cover the expense of the DRP vendor consultation. The NYSBOE grants team notified us that we still have ~\$2,500 remaining in our HAVA-SHOEBOX grant account, after all claims processed.

OLD BUSINESS

See February Minutes.

Designating Petition period in progress, filing dates April 3-6. Legislator Mullen made some comments about how the NYS Board of Elections Campaign Finance web page is very difficult to navigate.

NEW BUSINESS

2023 Offices up for Election Updates: The appointment of Keith Flesher to fill the Legislator (District 7) vacancy created a vacancy for Berkshire Supervisor. Barbara Gehm-Jordan was appointed to fill the Supervisor vacancy, which created a vacancy on the Berkshire Town Council. This will add the office of Supervisor and another Council Member position to the Town of Berkshire's 2023 ballot. Each will be for a 2-year unexpired term ending in 2025.

Village Elections are coming up, to be held March 21st. The county BOE has minimal involvement with these elections but will provide assistance in various ways upon request.

Election Services Agreements for 2023 school elections are under review, to be distributed to schools upon approval of the County Attorney. The BOE generally provides services for Owego-Apalachin, Candor, and Waverly school districts, who reimburse us for labor and materials. The BOE is also providing services for Candor CSD's March 21st Capital Project Vote.

With several new staff at the BOE as of 2022, the Voting Machine Technicians will conduct voting machine training for BOE office staff, so that non-technician staff may better understand how Election Inspectors operate the machines on Election Day. This will give staff the necessary background information to field phone calls from election day workers when there is a machine issue.

Mail Check postcards are due to be sent in mid- to late April. BOE has opted to swap vendors for printing the postcards, based on price quotes.

PERSONNEL

Commissioner Layman is on medical leave, with return date TBD.

RESOLUTIONS / PROCLAMATIONS – None

Meeting adjourned.