

ROVAC REGISTRARS OF VOTERS ASSOCIATION OF CONNECTICUT

**GAE Testimony: February 14, 2008 Norwalk Hearing
Submitted by George Cody, President, ROVAC**

I would like to thank Chairmen Sen. Slossberg and Rep. Caruso, along with all members of the GAE Committee and their staff for organizing these hearings. I have been told ten Registrars were in attendance in Norwich, and I am sure Registrars will be in attendance in future hearings to share their experiences and answer and respond to any questions you or the committee may have.

The past year has brought extraordinary changes to elections. Connecticut has now conducted two statewide elections or primaries to supplement the experiences of those towns that used the optical scan equipment for several years, or in May '07 elections, in referenda, or by the limited number of towns using the system last November. We are building a body of information on what works, what needs work, but most importantly, Registrars, polling place officials, and the public are becoming more familiar and, hopefully, more comfortable with the process. Hearings such as these, offer the opportunity to further improve public confidence and the procedures of election officials.

I would like to briefly touch upon four areas of concerns that have been raised.

Polling Place Procedures, Privacy and School Related Security Issues. Connecticut operates polling places in a great variety of locations, each presenting their own unique challenges. In addition to schools, elections are held in Town Halls, Firehouses, local halls, assisted living facilities, and even in hallways – all in compliance with state law. Beyond set-up requirements, voter convenience and privacy are a major concern. Election officials, using as many as 15 to 20 privacy booths by state law (One for every 250 voters) have tried any number of configurations, and are amenable to any suggestions as to improving voter privacy. But one size does not fit all – solutions must come locally within the guidelines of the Secretary of The State's Office. School use presents special considerations related to student security. ROVAC, acutely aware of these problems, has supported a number of bills recommending the closure of those schools used as polling places, or their use for teacher training programs on those days. We are working with state education officials on urging local boards of education to close their schools and would welcome the support and participation of this committee towards this end.

Perceived Problems With Voting Equipment. As we continue to use the optical scan tabulators, election officials will develop more experience with their operation. The use and presence of LHS personnel in the polling place was defined by their contract with the state, was intended to give greater confidence to local election officials, and I believe the recent Primary was the last time they will be used. It should be recognized that in virtually every community local Registrars selected local election officials with local experience to receive the specialized training as LHS Technicians. In New Canaan, we used a 20 year head moderator so as to assure familiarity and compliance with state law. There also seems to be confusion in terminology as to what constitutes a 'breakdown'. More often the temporary taking of a unit out of service for a paper jam was reported as a breakdown. Moderators and election officials received specialized training in clearing these paper jams as they occurred, and should not have been reported as a 'machine breakdown'. This is not intended to minimize more serious breakdowns that may have happened. Post election meetings

and reviews by Registrars and election officials should be regularly held to improve our procedures, and to correct any reporting problems that may have arisen.

Connecticut has a thorough verification process in place that voters and candidates can take confidence in. Memory cards are tested by LHS when created, a sample number of cards are tested prior to the election by UCONN, they are then again tested by Registrars (With witnesses) prior to the election, the zero tape created, verified and posted election morning, and finally a sample of used memory cards are again tested by UCONN after the election. Then we proceed to the Audit program and possible recounts. My only suggestion for improving this process would be to only perform two or three Audits per city per election. Under current law the random drawing can and has resulted in some cities being asked to do four or more Audits. Limiting the maximum number in a given city would then assure a wider sample from across the state.

Registrars are indeed aware of the concerns of the 'Advocacy' groups. As we find a problem, we adapt our training to include those concerns whenever possible. It would be most helpful if, when identifying a problem, it could be stated when this problem arose; in this past election or several years ago.

Training of Registrars and Election Officials. ROVAC has been working with the Secretary of The States staff in developing the training program passed by the legislature several years ago. We have made a major commitment to training. I am submitting with my testimony the programs for our Association's last four conferences held over the past two years as an indication of the classes being taken by Registrars. In addition, at each of these conferences include a day reserved by the Secretary of The State's Office, and used to conduct classes or training led and defined by their staff. Additional training has been offered as needed. In January alone, over 25 classes were held around the state, targeting scanner operation and moderator procedures. An extraordinary amount of information has been presented and is being applied as quickly as possible. These classes will continue to be offered and improved as needed.

There Needs to be a Greater Recognition of the Complexity of Election Management. The duties and responsibilities of the office of Registrars have dramatically changed in the past several years. With the new equipment has come a new generation of Registrars trying to cope with the changes within their town's budgetary restrictions. One of the bills ROVAC has presented to the committee deals with assuring that towns cover the costs of Registrars and their staff attending our training conferences. No Registrar should be denied the opportunity for training due to their town's unwillingness to cover the costs. Every year we are faced with Registrars unable to attend for just that reason. We have other Registrars experiencing great difficulty using the state voter system using the original Windows 95 equipment supplied by the state, due to their town's unwillingness to upgrade. Any support the committee could offer in this area would be greatly appreciated.

An Invitation. We would like to invite the Committee members to join us at our Spring Conference April 15, 16, and 17 in Cromwell. We would be more than willing to work with the Committee staff as we firm up the programs. ROVAC sees improving our system of elections as a joint effort, working not only with the SOTS, but also with the GAE Committee, and with the advocates who have, and will be, appearing before you at these hearings. Beyond the Conference, we invite both Legislatures and the various watchdog groups to contact their local Registrars and offer to work in the fall election. This would not only help us in staffing the polls, but would afford participants with a hands on view of the election process.

Election Day Procedures - Opening Procedures

- Record seal of the tabulator bag on the Moderator Return
- Open the ballot box door (lower back door lock) with the plastic ballot box key - insure that no ballots are in the box. Then close and lock it.
- Remove the security plate located where the back of the tabulator will be
- Open the front panel access door - where the tabulator machine goes - upper front lock on the ballot box with the plastic key
- Check the seal, **DO NOT REMOVE**, on the front of the tabulator machine - insure that it has not been tampered or broken
- Record the number of the seal on the Moderator Return
- Slide the Tabulator machine $\frac{3}{4}$ of the way into the black ballot box
 - put the power cord through the tube from the back of the ballot box
 - insert one end of the cord into the Tabulator
 - the other end into the UPS
 - UPS into the wall outlet
- Remove (with the bare key) the printer cover on the Tabulator
- Turn the Tabulator on with the red switch located in the rear of the machine - slide the Tabulator back until it stops in place
- The Tabulator will automatically print a zero report
- When the Tabulator asks "would you like another copy" press the yes button on the front of the Tabulator
- Repeat - when the Tabulator asks "would you like another copy" press the yes button on the front of Tabulator
- The Moderator and both Assistant Registrars of Voters will sign the bottom of all printouts - **Suggestion:** leave them attached to the machine - so the Moderator will not lose them during the day. (you will need three copies)
- Fold it so it will fit under the printer cover and lock it with the bare key
- At the end of Election attach one copy to each of the Moderators Returns. - and hang one in the polling place
- When the Tabulator asks "would you like another copy", press the no button on the front of the Tabulator and lock the front panel access door
- Open the top slot of the auxiliary compartment located on the upper left side of the black ballot box and leave it open all during Election Day
- The Tabulator is now ready to accept ballots
- The Moderator and Assistant Registrars of Voters must complete and sign the **"Certificate for opening of the polls"**

Election Day Procedures - Closing Procedures

Complete the certificate for closing the polls

Unlock the front panel access door (upper front lock on the ballot box) with the plastic covered key. This will make available the control panel with the **YES** and **NO** buttons.

Check the seal on the front of the Tabulator and insure it is not broken.

Record the seal number on the Moderator Return

Process the ballots (if any) from the auxiliary compartment - feeding them into the Tabulator

If there are any ballots continually rejected, you may use the over-ride procedure **only with the permission of the Registrars of Voters of your Municipality**

You may hand count these ballots in accordance with the Moderators Handbook
Keep these ballots in a separate envelope labeled "**Hand Counts**"

If the absentee ballots are to be counted at the polling place, process them at this time and note on the Moderator Return the number of absentee ballots that were processed at this time as well as the ones processed during the day.

The Moderator and Assistant Registrars of voters should record the number on the public counter (number of machine counted ballots) onto the Moderator Return

From the machine, unlock and remove the printer door with the bare key.

Obtain the "**Ender card**" from the inside pocket of the black Tabulator case and **insert** it into the Tabulator while **pressing both the YES and NO** buttons at the same time.

This will automatically print the "Election Results Report" (**please print 3 copies**)

The Moderator shall read the Tabulator results for each candidate and question as shown on the printed tape and announce these are only the Tabulator totals

Each Assistant Registrar of Voters should enter the total in the column "Machine Total" on the tally sheets.

The 3 print outs are signed by the Moderator & Assistant Registrars of Voters

A copy along with the zero tape from morning is attached to each Moderators Return
One copy is posted in the polling place for public inspection

When you have your 3 copies - turn the Tabulator off with the red switch located in the rear of the machine.

Lock the printer cover back on. Place the Tabulator along with the power cord into the black Tabulator case for transport to the secured location

Record your "Hand Counts" & "Write-in's" on the Moderator Return in the correct places.

Moderator Forms

- 1. CERTIFICATE OF POLL WORKER TRAINING
- 2. OPENING PROCEDURE WORKSHEET
- 3. CLOSING PROCEDURE WORKSHEET
- 4. LIST OF POLLING PLACE WORKERS (REG.)
- 5. MODERATOR'S STATEMENT OF RECEIPT
- 6. REPORT OF ELECTION TESTING (REG)
- 7. MOD. RCPT. FOR BALLOTS AND TABULATORS
- 8. CERTIFICATE FOR OPENING / CLOSING OF POLLS
- 9T. BALLOT LOG WORKSHEET (Ballot Clerk Report)
- 9B. OFFICIAL CHECKERS CERTIFICATE
- 10. TALLY SHEETS W/ OPENING & CLOSE TAPES
- 11. TALLY SHEETS W/ OPEN CLOSE TAPE (FILE W/ BALLOTS)
- 12. CERTIFICATE OF OATH
- 13. HEAD MODERATOR'S RETURN AND INSTRUCTION

ROVAC Spring Conference
April 26th – 27th – 28th 2006
Wednesday – Thursday – Friday

Agenda

Wednesday 26th

ROVAC Board Meeting 1 PM

Board Dinner 4 PM

Wednesday Evening:

Social Time 7 PM (will be held at the Hartford City Hall Atrium)
All state elected official – city of Hartford Officials – All state Senators – all State Representatives invited
Bus transportation from the Hilton will be provided

Thursday 27th

ROVAC Annual Meeting (elections etc) 9 AM – 12 Noon

Lunch 12:30 noon - 1 PM Buffet

Education Classes 1:15 PM – 4:15 PM

- 1 Class in East Tables 1-10 "Newtworking"
- 1 class in Center Tables 11-20 "Mark Sence Voting Machine"
- 1 Class in West Tables 21-30 "Mail Canvass and Bar coding"

Thursday 27th Evening:

ROVAC Banquet 7 PM

Lesley Mara, Deputy Secretary of State, Guest Speaker

Certificate Presentation - Entertainment -

Raffles - *Registrar Free Items* - **Vendor items** - *new registrar* -

Friday 28th SOS Day:

Educational Classes 9 AM – 12 Noon (3 rotating Classes)

- 1 class Elections Enforcement Laws Update – Albert Lenge
- 1 class SOS – Residency – Bernie Liu New Legislation – Lew Button
- 1 class SOS – Supervised Absentee Balloting – Art Champagne
New Absentee Ballot Rules – Primary Petitions – Mike Kozik
Provisional Ballots – HAVA ID – New Legislation – Ted Bromley

Vendor area 12 Noon – 1 PM also bar area

Lunch 1 PM

2 PM Guest Speaker SOS Susan Bysiewicz

- General Education DMV (how they will be sending COA's)
- DOJ – Federal Chief Voting Section – John Tanner
- Special Litigation Counsel – Suzanna Lorenzo-Giguere

3 PM Raffles – **vendor items** – *district - association*

AGENDA for ROVAC Conference

Wednesday September 6th 2006

- 10 AM - ROVAC Board Meeting (instead of Sept 14th)
Coffee &
- 12 N - Lunch on your own
- 12 N - 5 PM - Vendor Show Rooms are OPEN
Registration Open
Ways & Means Open
Products for ROVAC Sales OPEN
- 5 PM - Supper on your Own
- 6:30 or 7 PM Speaker from
Election Assistance Commission
(Donetta Davidson) Vice Chair of EAC in Washington
Former Secretary of State in Colorado
Cash Bar
Reception foods - "Not your supper"

Thursday September 7th 2006

- 8 AM Registration is OPEN
Ways & Means OPEN
Products for ROVAC Sales OPEN
Coffee & ... with the Vendors - Vendor Show Rooms
- 9 AM Conference Begins 3 Break out's
Participants will be moving from Room to Room not presenters
Classes will be at 9 - 10 - 11 AM
1. Scanner Marksense L H S Voting Machines
Pre-testing & setting up your voting machines for the Election
Paperwork that accompanies the New Technology
Moderators Return - Ballot Clerks - Spoiled ballots - Hand counts - ETC
 2. I V S HAVA Machine
Pretesting & setting up your voting machines for the Election.
 3. Communications - MS Outlook & Web sites
Regulations Review for MarkSense Voting Machines
- 12:00 Noon Break for - Visit Vendors - Cash Bar
(while hotel staff prepares the room for Lunch)
- 1:00 PM Grand Ballroom Lunch Secretary of the State
*** Again if you are a *seat only* - Do not sit at the tables - Chairs are along the wall.
- 2:00 PM General Session SOS presentations
Provisional Ballots - HAVA ID - Felons
Office of Protection & Advocacy
Disability issues Polling Places etc.
- 4:00 PM Wrap up - Raffle drawings

ROVAC Training
April 23, 2007
12 PM until 4 PM
"MarkSense Tabulator 101"
How to pre-test your ballots

Agenda

1. Pick up lunch on 3rd floor and bring to assigned class -
Lunch in class
2. Why are we here!
3. Classroom Protocol
4. Logic and Testing
 - a. Instruction
 - b. Write a hand tally sheet and test ballots
 - c. Pre-testing
 - d. Prepare for election
5. Go over the Registrars Training handbook -
reassure them that they will get a copy soon.
6. Have them work in teams of 2 or 4
Hands on: Test Deck & set for election
Resetting the tabulator
7. Test (not open book) than go over the test and answers
8. Collect Test & Sign their sheets.

Secretary Of State Classes will run: September 25th 2007 - Tuesday

9 AM - 10 AM

10 AM - 11 AM

11 AM - 12 Noon

Lunch with Secretary Bysiewicz

2 PM - 3 PM

3 PM - 4 PM

Classes

1. IVS System set up & Training
2. Mock Polling Place Set-Up - Disability Issues - Blind & (freebies)
3. New Moderators forms
4. Ask the Expert - frequently asked questions
5. Diebold / LHS Demos & (freebies)
6. New Legislation taking effect on October 1st 2007
7. New Registrars & Not so New Registrars

All of these classes you will get an E-mail or mailing on prior to Election.

But this is the time to see it live and have questions answered.

All classes will be 25 - 35 in a room.

Questions should be noted so that at the end of a presentation that they can be answered. Asking questions during a presentation is hard on others who are trying to listen and for the instructor who is trying to teach to remember where they are in their presentation. Remember we are all getting older every day!! Including the presentators.

With the schedule above and the time frames, you are only going to be able to Do 5 of the 7 classes offered. So sign up is essential. We do not want to have the Crowd control problems we experienced at the Spring Conference.

You must fax 1-860-870-3583 (no need for cover sheet it is directly right next to where I sit) or e-mail judithbeaudreau@AOL.COM your choices for the classes on SOTS day.

*** * *** Your choices will be honored on a first come basis. What that means is if I get it return in a reasonable time and classes are open you get your choice. If you wait till the deadline (which is Thursday September 13th 2007 than the classes you wanted may be full and you will have to go to where there is room. So that means get it in **now.**

RETURN THIS SHEET ONLY

Deadline is: Thursday September 13th 2007

ROVAC & SOTS Convention September 23-25 2007

Please > > > Fill out & Submit one sheet for each person attending. NO SHEET sent to me - Than NO Reservation

Name: _____

Registrar Deputy Assistant Emeritus Guest Vendor
(Circle appropriate one)

Town: _____

How to get hold of you if I have questions: E-Mail: _____

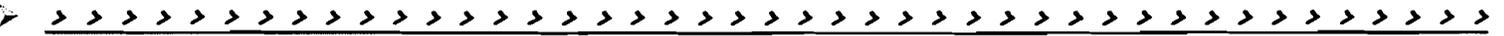
If I have your e-mail no need to give it to me again



ROVAC Classes Selections

Monday - September 24th 2007

1. * MarkSense Tabulator # 101 - 3 hours
2. * Poll Worker Training & Setting up the Polling Place # 101 - 3 hours
3. New Moderator Returns # 101 - 1 hour
4. District Marksense Absentee Ballot Counting # 101 - 1 hour
5. Central MarkSense Absentee Ballot Counting # 101 - 1 hour
6. Legislation Changes for 2007 MarkSense Elections - Storage of Ballots # 101 - 1 hour
7. Head Moderator Forms for MarkSense Multi Districts # 101 - 1 hour
8. MarkSense Tabulator # 102 - 2 hours
9. Poll Worker Training & Setting up the Polling Place # 102 - 2 hours



Your choices would be:

(in order of importance to you - put your numbers on the blank lines below)



YOU MUST FAX your reservation sheet to **860-870-3583 - ASAP**

Or you may e-mail it to me at JudithBeaudreau@aol.com

Deadline: Thursday September 13th 2007 - No Exceptions -

This is also the cancel date:

***** THERE IS NO ADMITTANCE AT THE DOOR - IF YOU HAVE NO RESERVATIONS *****