

Adam Ambrogi/EAC/GOV  
07/22/2004 06:32 PM

To Raymundo Martinez/EAC/GOV  
cc  
bcc  
Subject Meeting with H. Cisneros

Ray-

I saw that someone called my phone but did not leave a message for me, so I used the call log to call back (because it was a San Antonio number). It was Mr. Cisneros' organization, and I spoke with Sylvia there, who wanted to see if she could move your meeting back from 330 to either 130 or 230 tomorrow. (Mr. Cisneros wants to try to see his son fly- he's taking flying lessons tomorrow afternoon). Please let me know, or call back Sylvia at [REDACTED]. I introduced myself to her, and mentioned that it was good to have Jacob up here, and that he spoke kindly of them-- FYI.

Adam

-----  
Adam D. Ambrogi  
Special Assistant to Commissioner Ray Martinez III  
U.S. Election Assistance Commission  
1225 New York Ave. NW - Suite 1100  
Washington, DC 20005  
202-566-3105

018559

November 16, 2004

Professor Edward Foley  
Mortiz College of Law  
Ohio State University  
Columbus, OH,

Dear Professor Foley:

It was good to meet you yesterday at the Law and Democracy Symposium sponsored by the George Washington University School of Law. I commend you for your efforts to provide information and analysis on election law issues, and enjoyed our discussion regarding the state of election law. I will certainly keep your advice in mind.

While the election of 2004 has passed, I firmly believe that the Election Assistance Commission has its most challenging work ahead. The development of voting system standards, as well as voluntary guidelines for the states on HAVA compliance present a particular opportunity to improve the way election administration is handled. In these months ahead, I would welcome your thoughts on these issues, as we continue the reforms focused on the people, process and technology of election reform.

Please feel free to contact me at any time; my office number is 202-566-3105.

Regards,

Ray Martinez  
Commissioner

018560



Laiza N. Otero/EAC/GOV  
07/19/2005 11:27 AM

To Igonzalez@naleo.org, jose\_garcia@prdef.org,  
LFigueroa@maldef.org, [REDACTED],  
gyanet@wcv.org, mbuia@chli.org,  
cc Adam Ambrogli/EAC/GOV@EAC

bcc  
Subject Hispanic Working Group Meeting

Good Morning to all!

I am attaching a Logistics Fact Sheet for your reference regarding the August 1, 2005, Hispanic Working Group meeting. If you have any questions, please, do not hesitate to contact me at your earliest convenience at the information listed below. I look forward to meeting all of you in person. Have a great week!

Laiza N. Otero  
U.S. Election Assistance Commission  
1225 New York Avenue, Suite 1100  
Washington, DC 20005  
(202)566-3126



Logistics Sheet.doc

018561-



U.S. ELECTION ASSISTANCE COMMISSION  
1225 New York Ave. NW – Suite 1100  
Washington, DC 20005

## Hispanic Working Group

### Logistics Fact Sheet

**Date:** Monday, August 1, 2005

**Time:** 1:00PM – 4:00PM

**Location:** U.S. Election Assistance Commission –1201 Conference Room  
1201 New York Ave, NW, 1<sup>st</sup> Floor  
Washington, DC 20005  
(202) 566-3100

**Transportation:** via Metro – take blue, orange, or red line to Metro Center; walk up to New York Ave (2 blocks from Metro – corner of New York Ave and 12<sup>th</sup> St.)

**Bus service at Metro Center:**

11Y (on 14th St.)  
42 (on 11th St.)  
52, 53, 54 (on 14th St.; also 54 on F St. between 11th & 14th)  
66, 68 (on 11th St.)  
80 (on H St.)  
D1, D3, D6 (on 13th St.)  
G8 (on 11th St. north of H, on H St. west of 11th)  
P17, P19 (inbound on 11th St.; outbound on 13th St.)  
P6 (on 11th St.)  
S2, S4 (on 11th St.)  
W13 (inbound on 11th St.; outbound on 13th St.)  
X2 (on H St.)

**From Reagan National Airport:**

- take blue line Metro towards Largo Town Center; exit at Metro Center station
- taxi services available (fare will be approximately \$15-\$20)

**Parking:**

Parking garage available behind building on I Street, NW.

**Contact:** For travel arrangements or information, contact Laiza N. Otero at (202) 566-3126 or via e-mail at [lotero@eac.gov](mailto:lotero@eac.gov).

018552

Raymundo  
Martinez/EAC/GOV  
07/19/2005 01:02 PM

To lgonzalez@naleo.org, jose\_garcia@prdef.org,  
lfigueroa@maldef.org, rlopez@ushli.com, gyanet@wcvl.org,  
mbuia@chli.org, tripp\_baird@martinez.senate.gov,  
Raymundo Martinez/EAC/GOV@EAC, Paul  
cc DeGregorio/EAC/GOV@EAC, Laiza N.  
Otero/EAC/GOV@EAC, Adam Ambrogi/EAC/GOV@EAC,  
bcc

Subject EAC Hispanic Working Group Meeting -- August 1, 2005

I would like to take this opportunity to thank you for agreeing to participate in the Hispanic Working Group meeting on August 1, 2005 being organized by the U.S. Election Assistance Commission (EAC). The overall purpose of this meeting is to strengthen the EAC's understanding of the needs of the Hispanic community with regard to implementation of the Help America Vote Act of 2002, as well as the EAC's role in administering the National Voter Registration Act of 1993. We hope to provide an open dialogue for all meeting participants to candidly assess and recommend to the EAC various steps needed to ensure registration and voting accessibility for Hispanic voters.

Attached to this email, you will find several documents that will be discussed at the meeting, including the NVRA mail-in voter registration form (in English and Spanish) and a recently-updated glossary of election terminology. Specifically, we would like to solicit your feedback on the usability and readability of these documents. (Please note that the Spanish translation of the NVRA form was done in 2003 and the EAC is in the process of revising this document to reflect the updated English version that will soon be available.) In addition to these documents, we have also attached a copy of the proposed agenda and a link to a recently-issued report on the National Voter Registration Act commissioned by the EAC. Both the Help America Vote Act and the National Voter Registration Act can be viewed and downloaded via the EAC website as [www.eac.gov](http://www.eac.gov). We encourage you to take a look at our website, as we may also want to discuss during our meeting how the EAC can best utilize the Internet to reach and better serve the Hispanic community.

Once again, thanks in advance for your commitment to this important effort, and for your willingness to participate. I believe that this meeting is a critical step in ensuring that the EAC is responsive to all constituencies as we strive to continually improve the way we conduct elections for Federal office. I look forward to seeing you all on August 1st. If you have any questions or need additional information prior to the meeting, please feel free to call me or Laiza Otero here at the EAC. We can be reached at (202) 566-3100.

Best regards,

Ray Martinez III  
Commissioner

018563



- NVRA-2004-Survey.url



Hispanic Working Group Agenda.doc



Glossary in Excel Format.xls



NVRA form in English.pdf NVRA form in Spanish.pdf

RAY MARTINEZ III  
Commissioner  
U.S. Election Assistance Commission  
1225 New York Avenue, N.W., Suite 1100  
Washington, D.C. 20005

(202) 566-3100 (W)  
(202) 566-3127 (FAX)  
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018564



U.S. ELECTION ASSISTANCE COMMISSION  
1225 New York Ave. NW – Suite 1100  
Washington, DC 20005

## Hispanic Working Group

### Logistics Fact Sheet

**Date:** Monday, August 1, 2005

**Time:** 1:00PM – 4:00PM

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1201 New York Ave, NW, 1<sup>st</sup> Floor  
Washington, DC 20005  
(202) 566-3100

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**Contact:** For travel arrangements or information, contact Laiza N. Otero at (202) 566-3126 or via e-mail at [lotero@eac.gov](mailto:lotero@eac.gov).

018565



"Jeanette Hercik"  
[REDACTED]

04/20/2005 03:01 PM

To rmartinez@eac.gov

klynndyson@eac.gov, cpaquette@eac.gov, Hlin@nas.edu,  
cc aambrogi@eac.gov, "Courtney Kakuska"  
[REDACTED]

bcc

Subject May Meeting

Dear Commissioner Martinez:

The dates for the May "technology" meeting are confirmed for May 16-17, 2005. We will start at 9:00 with a continental breakfast and go until 8:00 PM on day one, with a "networking dinner." On day two we are planning to start at 9:00 AM and will end at 2:00 PM. Dr. Lin has identified 8-12 technology experts to work with the group. The agenda is still under development, but it is suggested that we focus on five major topic areas:

- \* Databases
- \* Security/Privacy Issues
- \* Networking and Communication Systems between state and localities
- \* Software Development/IT Contracting
- \* Training Issues

We have been working with Karen and Dr. Lin at NAS to think through the agenda for the May "technology" meeting, but feel that it is critical that EAC send out the "invites" to attendees by week's end. The major question is "whom to invite."

\* Of course, we what the technology chiefs in the state election systems, but what states to invite is of issue. There has been some discussion that the "Working Group" be invited with their chief technology person.

\* However, it might be worth considering inviting different states based on the status of their statewide voter registration database system, i.e. those that have statewide data bases, those that have already selected a vendor, and those with pending systems contracts.

Deciding on the best "invited" states to the table is of critical importance and must be resolved so that we can get notice out to the participants.

To resolve this issue, Karen, Herb and I were hoping to get a few moments on your calendar for a phone call on Friday morning.

I am also attaching a draft invite letter for your consideration and review. Thank you.

<<mayinvite.doc>>

Jeanette M. Hercik, Ph.D.  
Senior Managing Associate  
Caliber Associates  
703-219-4307  
jhercik@caliber.com

018586



mayinvite.doc

018567



## Memorandum

**TO:**

**FROM:** COMMISSIONER RAY MARTINEZ

**SUBJECT:** CREATION OF STATEWIDE VOTER REGISTRATION LIST  
TECHNOLOGY WORKING GROUP

**DATE:** APRIL 22, 2005

The Help America Vote Act of 2002 ("HAVA") requires that each State implement a single, uniform, official, centralized, interactive computerized statewide voter registration list defined, maintained and administered at the State level.<sup>1</sup> Moreover, the EAC is required by HAVA to adopt voluntary guidance to assist States in meeting this important requirement.<sup>2</sup>

Accordingly, to assist the EAC in developing voluntary guidance, the EAC has established a Voter Registration List Implementation Working Group, which is comprised exclusively of state and local election officials drawn primarily from the current membership of the EAC's Board of Advisors and Standards Board, in addition to representation from the Department of Justice. Our first meeting took place on March 30-31, 2005 in Washington, D.C. Based on this initial meeting EAC staff produced draft voluntary guidance which, after an appropriate public comment and hearing process, will be considered for final adoption by the EAC.<sup>3</sup>

EAC is now ready to launch the second step of this effort. The EAC, in conjunction with the National Academy of Sciences ("NAS"), is bringing together state election officials, their chief technology officers in charge of election databases, and national technology database experts in order to discuss key technology issues related to the implementation and on-going use of statewide voter registration lists. You are most welcome to attend this session, but it is critical that your chief technology officer attend. All travel and per diem expenses will be covered by EAC. This meeting is scheduled for May 16-17, 2005 in Washington, D.C. at the National Academy of Sciences. Please forward the names and contact information of your representative no later than Friday, May 6, 2005 to Karen Lynn-Dyson. Ms. Dyson can be reached via email at [klynnodyson@eac.gov](mailto:klynnodyson@eac.gov) and telephone at (202) 566-3100.

Thank you.

---

<sup>1</sup> Help America Vote Act, Pub.L. 107-252. Title 11, § 303(a), 116 Stat. 1708 (codified at 42 U.S.C. § 15483 et seq.). An informal survey conducted by EAC staff last month found that States are in various stages of meeting this HAVA requirement.

<sup>2</sup> Help America Vote Act, Pub.L. 107-252. Title 11, § 311(a), 116 Stat. 1715 (codified at 42 U.S.C. § 15501 et seq.).

<sup>3</sup> EAC will implement a process for adoption of any final guidance which is in accordance with the public notice, comment and hearing provisions contained in HAVA, as well as a review period for the EAC's Board of Advisors and Standards Board.

018568

Raymundo  
Martinez/EAC/GOV  
07/14/2005 09:58 AM

To Adam Ambrogi/EAC/GOV@EAC  
cc  
bcc  
Subject Fw: Summary from meeting this afternoon

RAY MARTINEZ III  
Commissioner  
U.S. Election Assistance Commission  
1225 New York Avenue, N.W., Suite 1100  
Washington, D.C. 20005

(202) 566-3100 (W)  
(202) 566-3127 (FAX)  
www.eac.gov

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----- Forwarded by Raymundo Martinez/EAC/GOV on 07/14/2005 09:55 AM -----



Paul DeGregorio/EAC/GOV  
07/14/2005 09:36 AM

To Raymundo Martinez/EAC/GOV  
cc  
Subject Fw: Summary from meeting this afternoon

Ray,

Sorry I missed the meeting with the disability groups. Amie said it went well. She provided me with the attached summary.

Paul

----- Forwarded by Paul DeGregorio/EAC/GOV on 07/14/2005 09:35 AM -----

Amie J. Sherrill/EAC/GOV  
07/13/2005 06:26 PM

To Paul DeGregorio/EAC/GOV@EAC  
cc  
Subject Summary from meeting this afternoon

following the meeting, Grant and I wrote this brief summary to bring you up to speed.

Amie J. Sherrill  
Special Assistant to Vice Chairman Paul S. DeGregorio  
U.S. Election Assistance Commission

018566

1225 New York NW - Suite 1100  
Washington, DC 20005  
(202) 566 3106



Summary of Meeting with Advocates for the Disabled Community.doc

018570

# Attachment

"Summary of Meeting with  
Advocates for the Disabled..."

previously provided



Gracia Hillman/EAC/GOV

01/10/2005 05:58 PM

To Paul DeGregorio/EAC/GOV@EAC, Raymundo  
Martinez/EAC/GOV@EAC, DeForest Soaries  
Jr./EAC/GOV@EAC, Juliet E. Thompson/EAC/GOV@EAC  
Carol A. Paquette/EAC/GOV@EAC, sbanks@eac.gov,  
cc dmurphy@eac.gov, aambrogi@eac.gov, Spring A.  
Taylor/EAC/GOV@EAC

bcc

Subject Meeting With Nonprofits

Attached is the draft letter that will be sent to the executive leadership of various nonprofit organizations inviting them to meet with us on Monday, January 24.

Please feel free to email back to me any comments and edits to the letter. My plan is to begin sending out the letters tomorrow (Tuesday).

Via this email, I am asking Julie to make certain I have extended the appropriate invitation for this closed door meeting.

It is also my plan to have a copy of the invitation list for you at tomorrow (Tuesday) morning's Discussion Session.



Mtg with Nonprofits, Jan 11 Invite Ltr.doc

018572

January 11, 2005

**\*\*DRAFT\*\***

Line 1 Name  
Line 2 Organization  
Line 3 Street Address  
Line 4 City, State, Zip

Dear

The U.S. Election Assistance (EAC) Commissioners request your presence at a meeting to be held on Monday, January 24, 2005. The meeting will begin at 1:30 p.m., is expected to last about 90 minutes, and will be held at our offices at 1225 New York Avenue, NW, Suite 1100, Washington, DC 20005.

As you know, the Help America Vote Act of 2002 (HAVA) established EAC to make certain that the law is fully and effectively implemented. The work of your organization brings value to this process. We also feel it is extremely important to have a direct relationship with the executive leadership of the nonprofit organizations that are committed to ensuring that American voters have confidence in the integrity and fairness of our elections. We did not have the opportunity to have such a meeting in 2004 and want to make certain that we do so early in 2005, before we begin our aggressive schedule of public meetings and hearings.

While we want an opportunity to personally share with you the broad based components of our 2005 work plan, it is our desire to have a broader discussion of how America is fairing under HAVA. You have been invited as the head of your organization because it is important that we hear directly from you. Your perspectives inform and bring value to our work as EAC Commissioners. Recognizing that we all rely heavily on expertise within our organizations, you are welcome to bring a member of your staff with you but we also want to emphasize that it is your input that we seek.

I hope you will join us on January 24 and look forward to seeing you then. Please confirm your attendance with my office at 202-566-3111. We will also need to know the name of any one who will accompany you to the meeting. My assistant, Sheila Banks, will provide any additional information you might need.

Best wishes for a wonderful, peaceful and successful New Year.

Sincerely,

Gracia Hillman  
Chair

018573



"Susan Frederick"  
<susan.frederick@ncsl.org>  
07/19/2005 03:03 PM

To aambrogi@eac.gov  
cc "Trina Caudle" <trina.caudle@ncsl.org>  
bcc  
Subject NCSL Seattle Meeting

Hi Adam: Attached is the draft agenda for Seattle. Will Commissioner Martinez need a hotel room for either the night of the 16th or 17th or both? Let me know so we can reserve one for him. My assistant Trina Caudle will make sure he has a badge for the meeting, and of course, he is welcome to attend any of our functions while he is with us in Seattle. Here is a link to the general meeting page:

<http://www.ncsl.org/annualmeeting/>

Please don't hesitate to contact me or Trina (202) 624-8695 if you have any questions. Thanks.

Susan

Susan Parnas Frederick  
Senior Committee Director  
National Conference of State Legislatures  
444 N. Capitol Street, NW Suite 515  
Washington, D.C. 20001  
phone: (202) 624-3566  
fax: (202)737-1069  
[susan.frederick@ncsl.org](mailto:susan.frederick@ncsl.org)

Susan Parnas Frederick  
Senior Committee Director  
National Conference of State Legislatures  
444 N. Capitol Street, NW Suite 515  
Washington, D.C. 20001  
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fax: (202)737-1069



[susan.frederick@ncsl.org](mailto:susan.frederick@ncsl.org) Seattle draft agenda v1.doc

018574

# NCSL REDISTRICTING AND ELECTIONS COMMITTEE



NATIONAL CONFERENCE *of* STATE LEGISLATURES

*The Forum for America's Ideas*

**NCSL Annual Meeting  
Seattle, Washington  
August 16-19, 2005**

## **2004-2005 COMMITTEE OFFICERS**

**Co-Chair:** Representative Tommy Reynolds, Mississippi

**Co-Chair:** Representative Dennis Ross, Florida

**Vice-Chair:** Senator Jeanmarie Devolites, Virginia

**Vice-Chair:** Representative Thad McClammy, Alabama

**Staff Co-Chair:** Mary Galligan, Kansas

**Staff Co-Chair:** Steve Miller, Wisconsin

**Staff Vice-Chair:** Karl Aro, Maryland

**Staff Vice-Chair:** John Bjornson, North Dakota

## **PRELIMINARY AGENDA**

**TUESDAY, AUGUST 16, 2005**

**8:30 am – 5:00 pm      Registration Open**

**5:00 pm - 10:00 pm      Welcome Reception: Seattle Sports Scene!**

Qwest Field and Event Center and Mariners' Game at Safeco Field

Seattle boasts two of the finest new stadiums, Qwest Field and Safeco Field. Qwest Field -- home of the Seahawks -- is set against a background of Puget Sound and snowy mountains. While you're waiting for the Mariners to take on the Kansas City Royals at Safeco Field (across the street from Qwest Field) you can enjoy interactive football games, larger-than-life football inflatables and the best slide burgers, foot-long hotdogs and fries in Seattle. Then, there's reserved seating for NCSL delegates and guests at the Mariners' game! Truly an evening to remember!

018575

**WEDNESDAY, AUGUST 17, 2005**

**8:30 am – 5:00 pm            Registration Open**

**7:30 am - 9:00 am            Continental Breakfast for All Delegates**

**8:30 am - 10:00 am           Opening Plenary Session**

Presiding: Delegate John Hurson, Maryland, President, NCSL

Keynote Speaker: Bill Gates

Bill Gates is Chairman and Chief Software Architect, Microsoft Corporation, Seattle. Gates started the world's leading software company in 1975. His vision and leadership have changed the way the world uses computers. The Bill and Melinda Gates Foundation, with an endowment of \$27 billion, is dedicated to global health and learning.

**10:15 am – noon                Efforts to Regulate Campaign Activity by “527s”**

In the 2004 election season, several so-called 527 organizations played prominent roles in both state and federal campaigns. Will federal efforts to reign in 527s impact state elections? Will legislative candidates and caucus campaign committees be covered by any federal reforms?

**12:00 pm - 1:00 pm            Lunch for All Meeting Participants**

Enjoy lunch and visit the exhibit hall! It features hundreds of exhibitors: businesses; public interest groups and associations; federal, state and local government agencies; trade associations; political groups; and consulting firms. Information and entertainment for all!

**1:15pm – 3:00pm                Innovative Approaches to Running Elections**

For nearly five years, states have worked diligently to reform the elections process. What are the most substantial changes and what top innovations should states look to replicate to improve the elections process?

Ray Martinez, Commissioner, Election Assistance Commission

Tova Wang, Century Foundation

Rebecca Vigil-Giron, Secretary of State, New Mexico

Miles Rappaport, Demos, New York

**3:00 pm – 4:15 pm            The Expanding Field of Election Law**

Elections have become increasingly litigious. What can states do to be prepared for court challenges in future elections? Will a judge decide your next race?

Dan Lowenstein, UCLA, California

Bill Gilkeson, North Carolina

Doug Chapin, electionline.org

**4:15 pm – 5:00pm**

**Business Meeting**

The Committee will consider important issue positions for NCSL's full membership to adopt as official policy. We will also discuss any potential Committee topics for the December meeting in Chicago, Illinois.

Presiding:  
Committee Officers

**THURSDAY, AUGUST 18, 2005**

**7:30 am - 8:30 am**

**Coffee Service for All Delegates**

**8:00 am – 5:00 pm**

**Registration Open**

**8:00 am – 9:00 am**

**The 2010 Census – What States should be doing *Now* to Prepare**

The Census Bureau is updating the geo-spatial files for your state and linking it to their Master Address File, the list of addresses used during the Census. This may have a profound effect on the redistricting data files. And a report on data products planned for 2006 for state legislative districts that will give you extensive new information about what your district look like demographically.

Cathy McCully, Chief, Census Redistricting Data Office, U.S. Census Bureau, Washington, D.C.

Linda Franz, Geographer, U.S. Census Bureau, Washington, D.C.

Bob LaMacchia, Chief, Geography Division, U.S. Census Bureau, Washington, D.C.

Deirdre Bishop, Census Redistricting Data Office, U.S. Census Bureau, Washington, D.C.

**9:00 am – 10:15 am**

**The Voting Rights Act and Redistricting**

The Voting Rights Act, perhaps more than any other federal law, plays a major role in redistricting. Will the Act be changed or amended in the next couple of years? How much difference did it make in this round of redistricting compared to the 1990s?

**10:30 am – 11:45 am**

**Redistricting by Commission – Pros and Cons**

Voters in several states may soon be considering redistricting reform measures designed to strip the power of redistricting from legislatures. Do commissions produce more competitive district plans? Are they truly independent?

**11:45 am - 1:15 pm**

**Legislators' Luncheon**

Presiding: Senator Leticia Van de Putte, Texas, Vice President, NCSL

Biomedical Research and Economic Development

World-renowned researcher Leroy Hood and Nobel Laureate Lee Hartwell will share the latest trends in biomedical research and the impact this cutting-edge field can have on economic development.

Speakers:

Lee Hartwell, President, Fred Hutchinson Cancer Research Center, University of Washington, Seattle, Washington

Leroy Hood, M.D., President, Institute for Systems Biology, Seattle, Washington

**1:30 pm - 3:15 pm**

Convention &

Trade Center -- 620

**Changing Demographics: What Lies in Store for States?**

Demographic forecasting is essential for making informed decisions on issues ranging from school enrollments to public employees' retiree benefits. Hear current thinking on the trends and their meaning for state policy. What do demographic trends tell us about 2011 redistricting?

Speaker:

William Frey, Research Professor, University of Michigan

**3:30 pm - 5:00 pm**

**Concurrent Sessions**

- *LEGISLATOR TRAINING TRACK*--The Art of Public Debate
- Achieving Access to Prescription Drugs: Changing Roles for the States
- Cameras in the Capitol: The Legislative Perspective on Live TV Coverage
- Can Governments Break Their Addiction to Discriminatory Taxes?

- Driver Distraction: How Much is Too Much?
- Helping Children in Immigrant Families Succeed
- Maintaining Civility and Decorum
- Medical Liability: Finding Middle Ground
- Natural Gas Domestic Supply and Demand
- State-Tribal Relations: Strategies for Cooperation
- The ABCs of Protecting Financial Consumers
- The Impending Crisis for Higher Education
- The Methamphetamine Crisis
- The Price and Priorities of Government
- Your Own Personal Trainer For Technology

**6:30 pm - 9:30 pm**

**A Taste of Washington Extravaganza**

Seattle Center: Pacific Science Center, Experience Music Project and the Space Needle

Discover the diversity of our magical city as we bring our most famous sites to you. At the Pacific Science Center you can delight in a tropical stroll with hundreds of butterflies, re-ignite your imagination with interactive exhibits or simply sit back, relax and dine with the dinosaurs. Experience the power and joy of music, in all its forms, at EMP, a one-of-a-kind museum. You can explore the amazing collection of popular music artifacts, create your own music, or get a taste of rock stardom. And, we have reserved the Space Needle's Observation Level just for you. Enjoy sweeping views of Puget Sound, Mount Rainer, the Cascade and Olympic mountain ranges, Lake Washington and, of course, Seattle.\* You will enjoy the smooth sounds of Seattle's famous jazz, mingle with the entertaining street performers, and stroll the famous Pike Place Market vendor stalls. Come, bring your family, and enjoy some of the best delicacies the Northwest has to offer.

\*Access to the Space Needle Observation Deck is limited to the first 2,000 people.

<b>Friday, August 19, 2005</b>
--------------------------------

**8:00 am - 9:00 am**                      **Coffee Service for All Delegates**

**8:30 am - 10:00 am**                      **Plenary Session**

Speaker: Uwe Reinhardt, James Madison Professor of Political Economy, Princeton University, Princeton, New Jersey

**10:15 am - noon**                      **NCSL Annual Business Meeting**

**2:15 pm - 4:00 pm**  
**Convention &**  
**Trade Center Rm. 620**  
**CLE**

**Every Vote Counts**

History is filled with examples of elections decided by a handful of votes, sometimes by one vote. In 2004, several races, including the Washington governor's race, were decided by a fraction of a percentage point. How can states be sure statutes are adequate when the lightning bolt of a one-vote race strikes?

**Saturday, August 20, 2005**

**8:00 am - 9:00 am**

**Coffee Service for All Delegates**

**8:30 am - 10:00 am**

**Plenary Session**

**10:15 am - 12:00 pm**

**Nashville is Only Twelve Months Away!**

Promotional Event for the 2006 Annual Meeting in Nashville, Tennessee, August 15-19, 2006



Laiza N. Otero/EAC/GOV  
07/26/2005 02:50 PM

To Adam Ambrogi/EAC/GOV@EAC, Sheila A.  
Banks/EAC/GOV@EAC, Edgardo Cortes/EAC/GOV@EAC,  
Grant T. Gelner/CONTRACTOR/EAC/GOV@EAC, Gavin S.

cc

bcc

Subject Hispanic Working Group Meeting

Greetings,

I just wanted to remind you that this Monday, August 1, 2005, we will be the Hispanic Working Group meeting from 1pm to 4pm, here at the EAC. If you plan on attending, please, let me know so I can have a count in terms of seating. If you have any questions or would like more information, please, feel free to contact me at your earliest convenience. I am attaching the agenda for the meeting and below I have listed the groups that will be represented at the meeting. Thank you!

**Participants:**

- California - L.A. County
- Congressional Hispanic Caucus Institute
- Congressional Hispanic Leadership Institute
- Institute for Puerto Rican Policy
- Rep. Charles Gonzalez's Office
- IFES
- LULAC
- Sen. Mel Martinez's Office
- MALDEF
- National Association of Latino Elected Officials
- NCLR
- U.S. Hispanic Leadership Institute
- VotoLatino
- William C. Velazquez Institute



Hispanic Working Group Agenda.doc

Laiza N. Otero  
U.S. Election Assistance Commission  
1225 New York Avenue, Suite 1100  
Washington, DC 20005  
(202)566-3126

018581



# U.S. Election Assistance Commission

## Hispanic Working Group Meeting

August 1, 2005

### AGENDA

U.S. Election Assistance Commission  
1201 New York Avenue, N.W.  
Conference Room  
(12<sup>th</sup> St, NW and New York Ave, NW)  
Washington, D.C. 20005

This half-day meeting will provide guidance to the EAC as it potentially focuses on research under Section 311 and 312 of HAVA, as well as research under Section 241 and NVRA responsibilities under Section 802. The working group will review two works currently in progress, the readability and usability of the National Mail-In Registration form and the review of the updated List of Translated Election Terms. The working group will assist the EAC in the identification of "Best Practices" relating to methods of effective administration of Federal elections impacting the Hispanic and Spanish-speaking communities.

### Monday, August 1, 2005 (Conference Room)

1:00PM – Welcome – Vice-Chair Paul DeGregorio, and Tom Wilkey, *Executive Director*

1:15PM – EAC background information – Julie Thompson, *General Counsel*

1:30PM – EAC research activities and meeting objectives – Laiza N. Otero, *Research Associate*

1:45PM – Introductions by working group members

2:00PM – Discussion – led by Commissioner Ray Martinez

- Discussion of election administration issues that affect Hispanic and Spanish-speaking voters; recommendations for studies and activities
- Identification of Best Practices relating to methods of effective administration of Federal elections impacting Hispanic and Spanish-speaking voters
- Readability and usability of the National Mail-In Registration form
- Review of the List of Translated Election Terms

4:00PM – Adjourn meeting

018582

## Working Group – Topics for Discussion

- I. HAVA Section 241 – Studies and other activities to promote effective administration of Federal elections
- This section allows the Commission to carry out studies and other activities with the goal of promoting effective administration of Federal elections. Effective administration methods are to be the most convenient, accessible, and easy to use for voters, including voters with limited proficiency in the English language [§241(a)(1)]. Two of the election administration issues described for study in §241(b), directly refer to voters with limited proficiency in the English language [§241(b)(5) and (b)(14)]. The former describes “methods of ensuring the accessibility of voting, registration, polling places, and voting equipment to all voters” including voters with limited proficiency in the English language. The second issue described is the “technical feasibility of providing voting materials in eight or more languages for voters who speak those languages and who have limited English proficiency.”
  - **Question 1:** What methods do you consider effective in ensuring the accessibility of voting, registration, polling places, and voting equipment to Hispanic and Spanish-speaking voters? – Discuss accessibility for minority language speakers for each component.
  - **Question 2:** What resources are there currently to assist Hispanic and Spanish-speaking voters? How do you rate their level of accessibility?
  - **Question 3:** What materials have proven to be the most effective in your communities in assisting Hispanic and Spanish-speaking voters? - Discuss what would constitute “Best Practices” in each of the areas mentioned before.
  - **Question 4:** What recommendations do you have for research purposes relating to these topics in §241?
- II. HAVA Section 302(a) – Provisional voting
- If the name of an individual does not appear on the official list of eligible voters at the polling place where he declares to be a registered voter or an election official asserts that the individual is not eligible to vote, such individual shall be permitted to cast a provisional ballot. The section further describes the process by which a voter may cast a provisional ballot.
  - **Question 1:** What particular concerns do Hispanic and Spanish-speaking voters have in regards to provisional ballots? – Some areas to discuss may be provisional voting process, ballot counting, and accessibility of information regarding how the vote was counted.
  - **Question 2:** What type of assistance would be most effective in providing guidance for these voters regarding provisional voting? – Identify “Best Practices.”
  - **Question 3:** What recommendations do you have for research purposes relating to provisional voting?
- III. HAVA Section 302(b) – Voting information requirements
- Per this section, the following voting information has to be publicly posted at each polling place on the day of each election for Federal office: a sample version of the ballot that will be used for that election; information regarding the date of the election and the hours during which polling places will be open; instructions on how to vote, including how to cast a vote and how to cast a provisional ballot; instructions for mail-in registrants and first-time voters under section 303(b); general information on voting rights under applicable Federal and State laws, including information on the right of a person to cast a provisional ballot and instructions on how to contact the appropriate officials if these rights are alleged to have been violated; and general information on Federal and State laws regarding prohibitions on act of fraud and misrepresentation.
  - **Question 1:** How many States and/or jurisdictions voluntarily provide all or some of the above voting requirements in Spanish? How accessible are they to Spanish-speaking voters?
  - **Question 2:** For jurisdictions covered under section 203 and/or section 4 of the VRA, how effectively are the required voting information materials translated and how available are they to voters? What resources do these jurisdictions utilize to ensure the cultural and linguistic appropriateness of the translated materials?
  - **Question 3:** What materials have proven to be the most effective in your communities? - Identify “Best Practices.”

- **Question 4:** What recommendations do you have for research purposes relating to voting information requirements per §302(b)?

IV. HAVA Section 303(b) – Requirements for voters who register by mail

- If an individual registers to vote by mail and has not previously voted in an election for Federal office, or the individual has not previously voted in such an election in the jurisdiction and the jurisdiction is located in a State that does not have a computerized list that complies with the requirements of §303(a) the voter will have to submit a copy of an accepted form of identification along with their registration or present the identification in person at the polls on the day of elections. If the person does not have an accepted form of identification when he or she goes to vote at the polls, the individual may cast a provisional ballot. If the person is voting by mail and did not submit identification upon registration the ballot shall be counted as a provisional ballot in accordance with §302(a). Section 303(b) lists the following as forms of identification: current and valid photo identification, current utility bill, bank statement, government check, paycheck, or other government document that shows the name and address of the voter. However, the requirements shall not apply if a voter submits with their registration either a driver's license number or at least the last 4 digits of their social security number and the local election official matches the information with an existing State identification record bearing the same number, name and date of birth as provided in such registration.
- **Question 1:** How have States expanded the above requirements to require voter identification of all voters when they go to cast a vote in person?
- **Question 2:** How have voter identification requirements impacted Hispanic and Spanish-speaking voters?
- **Question 3:** What type of assistance would be most effective in providing guidance for these voters regarding voter identification requirements? – Identify “Best Practices.”
- **Question 4:** What recommendations do you have for research purposes relating to voter identification requirements?

V. The National Voter Registration Act (NVRA) was passed by Congress in 1993. It was intended to provide more opportunities for all qualified Americans to register to vote in a manner and method convenient to them. Specifically, NVRA creates a single mail-in form that all states must accept; it places requirements for how state deal with registrations for elections; and it calls on designated state agencies, such as motor vehicle agencies, social welfare and handicapped outreach agencies, as well as military recruitment offices to register qualified individuals to vote.

- Translation of Federal Mail-in Form. The Federal Form created by NVRA needs to be provided in English and Spanish. The Federal Elections Commission, as well as the EAC hired translators to adapt the approved English form to Spanish. Complaints have emerged that a literal translation of the English form is not appropriate for readability and usability purposes. In addition to the form itself, the individual state instructions need to be vetted for the same concerns, usability, understanding of election terms in Spanish, and clarity of instructions.
- **Question 1:** What constitutes a “good translation” or a “legal translation”—word-for-word, or whether the meaning of the requirement expressed is clearly stated?
- **Question 2:** Have groups encountered “best practices” in translating their materials for Spanish-language audiences?
- **Question 3:** Are there any rules on adapting English-approved language to Spanish-translation that is translated for usability, not word-for-word?
- **Question 4:** Do the state offices that receive the mail-in form appropriately contact voters with errors on the Spanish mail-form? (Dedicated Spanish-speaking employees; letters or calls to registrant by Spanish-speaking professional.)
- **Question 5:** What recommendations do you have for research purposes relating to this registration form?

VI. Section 301(a)(4); Alternative Language Accessibility. This provision of HAVA specifies that the voting systems used in federal elections shall provide the alternative language accessibilities specified in section 203 of the Voting Rights Act. This requires that the covered jurisdiction—hundreds of counties, and three entire states—have access to the Spanish-language capabilities on the voting system.

- **Question 1:** How are states able to translate the ballot measures on the voting systems? How would a direct translation of the form interact with a readable Spanish-version of the ballot measure—or election instructions on the DRE or optical scan system?
- **Question 2:** How do localities provide for non-printed language accessibility at the polling place to help them use the voting system (Poll workers, dedicated phone lines with Spanish-language accessibility)?
- **Question 3:** What resources do local election officials utilize to ensure the language on the voting systems is translated appropriately? – Identify “Best Practices.”

VII. The combination of 301(a)(3) [requiring the voting system—DRE or otherwise—to be at least one-per polling place in 2006] and 301(a)(4) [requiring that at each voting system provides alternative language accessibility] means that at least one machine per polling place has accessibility for minority language individuals.

- **Question 1:** This means that even in the jurisdictions not covered by Sec. 203 of the Voting Rights Act, there is the capability for a minority language provision on those voting systems. While not required by law, have groups considered working with local election officials to have a Spanish language option included in growing Spanish-language populations?
- **Question 2:** Have groups done studies to see, aside from the Sec. 203 of the VRA covered territories, the counties where there is an emerging Spanish-speaking population, but no Spanish-translated election materials?



"Patti Simon"  
<patti.simon@sencer.net>  
01/03/2005 09:45 AM

To aambrogi@eac.gov  
cc  
bcc  
Subject FW: STEM of Democracy Meeting in Chicago

Happy New Year, Adam.

I sent the following e-mail in mid-December regarding the STEM of Democracy meeting that we have planned in Chicago for February 10<sup>th</sup>. We would very much like to have you and/or Ray attend this meeting. I understand that between the Washington election and the holidays, things may have been pretty hectic for you both.

Can you please check your schedules and let me know if you will be available to attend this meeting? If you would like, I'd be happy to send another e-mail to Ray as a reminder.

I hope you had a great holiday season and I look forward to hearing from you soon. I am hopeful that we will see you and Ray in Chicago.

All the best,

Patti

Patti Simon

Deputy Director

National Center for Science and Civic Engagement

1604 New Hampshire Ave., NW

Washington, DC 20009

[patti.simon@sencer.net](mailto:patti.simon@sencer.net)

(Phone) 202-483-4600

(Fax) 202-483-1800

-----Original Message-----

**From:** Patti Simon [<mailto:patti.simon@sencer.net>]

**Sent:** Thursday, December 16, 2004 3:11 PM

**To:** 'rmartinez@eac.gov'

**Cc:** 'aambrogi@eac.gov'

**Subject:** STEM of Democracy Meeting in Chicago

Dear Commissioner Martinez,

David Burns asked me to extend an invitation to you and Adam to attend a meeting that we are convening in Chicago on February 10, 2005 for the STEM of Democracy project.

018586

This meeting will gather academic leaders and faculty members who are interested in developing the STEM of Democracy idea, testing it out, and developing materials that will assist faculty who want to teach "through" some of the contested issues and continuing challenges in our democratic system "to" learning in STEM fields.

At this meeting, we plan to:

- Explore the STEM of Democracy idea more intensively,
  - Discuss the possibility of a special session at our SENCER Summer Institute 2005,
  - Identify existing courses that feature issues that are related to the STEM of Democracy idea,
- and
- Consider what resources faculty members would need to develop a STEM of Democracy project or course at their institution.

We have already heard from a number of interested parties, including those who were involved in our EAC proposal. We expect this meeting to be a small and informal gathering that will generate thoughtful conversation and robust planning.

I have attached an article from our October e-newsletter that David wrote about this project. I think you'll both enjoy it.

David asked me to convey to you how much we would appreciate your participation in this meeting. He also asked me to send you his warm holiday wishes to you and your families.

Please let me know if you are able to attend the meeting or if you have any questions. I look forward to hearing from you and I wish you happy holidays!

Patti Simon

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<<...>>



STEM of Democracy.pdf

018587

## The National Center Needs Your Help in the Development of a New Project: The STEM of Democracy

Wm. David Burns

As I write this, it's just two weeks from November 2, our next national election day. Voting has already begun and serious controversies about voting began even before the voting did.

Our edition of this morning's *New York Times* offers testimony to this: It carries an article about a legal challenge to New Jersey's electronic (touch-screen) voting machines (the lawsuit questions their accuracy and reliability and calls for verification" or receipts, you could say). A second report details problems with Florida's early voting system. The front page features a photo of President Bush's parents and lots of other people waiting in line to cast their votes in Texas—fully 15 days before November 2.

For me, this image of "early voting" morphed the traditional meaning of "election day" into "election deadline." It stimulated other thoughts about intended and unintended consequences: The goal of increasing voter turnout and participation rates by being attentive to the complexities of modern life and our many competing schedules and commitments argues for these "convenience-enhancing" reforms (and the growing use of "absentee" ballots). But do these reforms have the effect of "privatizing" or atomizing what in the past, at least, was largely a public event? Does this deprive us of one of the few civic events common to people from all walks of life? Will we soon be changing what was private act carried out in public into a private act carried out privately? And if so, does this matter? What role does technology play in all this? How do people's views of technology affect their appraisal of the legitimacy of processes in which the most advanced technologies are employed? How does our view of science and the advances that science has made possible affect our confidence in the quality of "scientific" results?

It makes sense that we'd be thinking about elections and voting as we begin the first national election since 2000. There are many sources for this heightened attention: Public discourse has lately tended to equate widespread voter participation and the capacity to conduct fair elections with democracy, itself. The suggestion is that voting is in some profound way an essential—and to listen to some commentators, nearly a sufficient—indicator that a state has a democratic form of government. Think of the importance being attached to the inauguration of free and direct presidential elections in Afghanistan and the promise of a national legislative election in Iraq in January as markers of the emergence of these states as modern democracies.

We know that having elections is a necessary, but by itself an insufficient, specific indicator of a democratic regime (the former Soviet Union had any number of elections and, to the best of my recollection, none of them were cliffhangers and nobody questioned the ballot designs!)

It is inconceivable to Americans, however, that we could have a democracy without our constitution, our democratic institutions, and elections that genuinely assessed and represented with considerable accuracy the will of the people who participate in them. Elections really do matter in a democratic state; they are not exercises in civic somnambulism.

Suppose that, on November 3rd and in the days that follow, we lack a clear winner in our presidential election and are faced with serious challenges regarding the process and the technologies employed in the complex "system" of voting, as well as serious doubts about the accuracy and legitimacy of the results. Suppose we have a result that, for many, calls into question the tradition of non-direct election of our national leaders. In that event, the need for serious academic attention to these issues will be manifestly evident. We won't need to make a case for curricular attention. Rather, I expect we'll be faced with a demand for such attention.

Suppose that none of the above happens, or at least, none of it happens to an extent that keeps the results in serious doubt. Assume the election goes off without a hitch, most of us are satisfied with its legitimacy, and, for some of us at least, we're even happy with the results. In that eventuality, we'll need other stimuli and other vehicles to encourage students to learn about this dimension of our civic life. One source of encouragement might come from the possibility that the study of democracy and its institutions (including voting) could lead to some real learning in the STEM disciplines.

***"What terrific candidates elections and other mechanisms of democratic participation are as complex, contested, capacious civic issues that can be illuminated by what those who know mathematics, statistics, systems engineering and design, computer sciences, and the social sciences can teach!"***

(Continued on next page.)

018588

## The STEM of Democracy (cont.)

SENCER offers an attractive platform in either eventuality. What terrific candidates elections and other mechanisms of democratic participation are as complex, contested, capacious civic issues that can be illuminated by what those who know mathematics, statistics, systems engineering and design, computer sciences, and the social sciences can teach! Regardless of what happens in November, it is more than fair to say that elections have become terrific examples of what June Osborn once called, "multidisciplinary trouble."

We know this to be true because last Summer at Santa Clara a group of about 30 participants in SSI-2004 met to discuss what science, mathematics and public policy could be taught "through" a focus on voting, elections, proportional representation, districting, the conduct of the decennial census, and a host of other elements of our Republic's institutions and forms of governance. The list generated by the group was extensive, wide-ranging and impressive. (We'll be publishing a summary gleaned from the discussions by Richard Keeling in a future e-newsletter.) In that meeting, thanks to Ed Lorenz of Alma College, our group even got to inspect a ballot from Canada—something that led many of us to reflect that we'd never seen a ballot other than the ones we'd used ourselves (and, of course, many of us have voted without a ballot at all, in the traditional sense)! This offered subtle testimony to our parochialism ("doesn't everybody vote they way I do?") and to how lightly and occasionally most of us give any serious thought to these issues.

The conversations in Santa Clara ranged widely, from controversies about source codes and verification, to systems theory, to ideas about "fairness" that emerge from advanced algebra. They touched on a set of semiotic and philosophical questions about what we think voting really means or signifies and why or whether it ought to matter at all.

With this in mind and the encouragement of the participants in that August 8th meeting, we at the SENCER national center are now developing ideas and soliciting interest in what we are calling the "STEM of Democracy Project." What's in a name? In this case, we are saying STEM for at least two reasons: The first, of course, is that, in many important respects as suggested above, the act of voting is the basic "stem"—as in the main trunk of a plant—of democracy. Voting is one of the elemental, functional expressions of one's personal participation in the governance of a state, especially a democratic state. Voting is a stem in the sense that so much else flows from, or grows from, the act of casting a ballot.

In spite of this, up until just recently, voting has failed to get the attention it should in many college programs to encourage "civic engagement" and service learning, often, it seems, because voting is denigrated as purely instrumental ("high school civics") and doesn't qualify as, to use Benjamin Barber's phrase, "strong democracy." This is unfortunate because the downplaying of voting may have itself resulted in decreased voter participation. If it were up to college students with their current <30% participation rates in national elections to "water the stem of democracy," the results would be an even more wilted plant, indeed.

It will be interesting to see what the participation rates will be among college students this year—rates that will reflect, to be sure, both the heightened interest in this year's race, but also a concerted effort to rectify the old denigration of voting, itself. One of many such efforts to increase student participation in the process is the college initiative of the United States Election Assistance Commission, which has awarded modest grants to some 15 institutions to engage college students as poll workers in local election districts. We look forward to having the reports of these efforts.

That's the "stem." The capital S-T-E-M in the STEM of Democracy, as SENCER e-newsletter readers will surely know, refers to a second meaning. In this case STEM refers to the fields of science, technology, engineering and mathematics—all areas of concern for higher education, in general, and the specific areas of focus of the National Science Foundation's work in improving undergraduate education, in particular. We want to highlight the idea of elections as the stem of the democratic process, just as we claim that an academic focus on elections will help organize and improve learning in the STEM fields.

This is, of course, the fundamental SENCER ideal and goal.

We think the right place or locus for this project is where the other SENCER courses and projects are: the classroom and, to the extent that it is feasible, the surrounding community as sites and beneficiaries of community based research.

***"Voting is one of the elemental, functional expressions of one's personal participation in the governance of a state, especially a democratic state."***

(Continued on next page.)

## The STEM of Democracy (cont.)

We need your help to develop this idea, gather people interested in testing it out, and create materials that will assist faculty who want to teach "through" some of the contested issues and continuing challenges in our democratic system "to" learning in STEM fields. Here's what we need from you:

First, we need to hear from you if you are currently teaching a course or even part of a course that features issues that we are loosely gathering under the heading STEM of Democracy. Could you contact us, share your syllabus and assessment results, consider nominating your project/course as a model, or at least let us know what you are doing?

Second, we need to know if this idea interests you and if you'd be interested in exploring it more intensively with other scholars via e-mail or, if we can arrange it, at a meeting or two, or in a special session at our SENCER Summer Institute 2005 or other regional meetings or disciplinary gatherings.

*"We need your help to develop this idea, gather people interested in testing it out, and create materials that will assist faculty who want to teach "through" some of the contested issues and continuing challenges in our democratic system "to" learning in STEM fields."*

Third, we'd like to know what resources you think you would need to consider developing a stem of democracy project or course on your campus. Would a backgrounder that identifies what might be taught and how that teaching would improve learning in mathematics, statistics, engineering and the social sciences be useful to you and your colleagues? Do you have any authors to recommend, resources to call attention to, other suggestions?

Fourth, while we can easily think about how the knowledge residing and being developed in mathematics, statistics, computer science, social science and engineering have great relevance to the issues in democracy (and while Barbara Tewksbury's course model on geology and its relationship to development is suggestive of still other dimensions of this issue), it isn't clear how the canonical elements in

biology, chemistry, and physics, to pick three big domains, can be illuminated or taught through the issues raised by elections, voting technology, proportional representation and other issues. But let me be quick to say that I suspect this condition has a lot to do with the failure of my imagination and the limits of my knowledge. So, if you have any suggestions, hunches, or evidence, by all means, please share them with us and we'll share them with others, as well.

Please forward this request to others on your campus and elsewhere who may have an interest and contact me by e-mail ([david.burns@sencer.net](mailto:david.burns@sencer.net)), telephone (732) 873-1539 or letter (National Center for Science and Civic Engagement, 215 Market St, 4th Floor, Harrisburg, PA 17101.)

We've often said that SENCER seeks to deal with two great trends that appear to be colliding with one another: (1) the alarming decline in the study in the STEM disciplines by American college students, almost none of whom take any more than the most basic required courses (this is true for science and math majors, as well), a condition that is aggravated by the poor retention of science and mathematical knowledge and skills by those who are only minimally exposed to science learning, and (2) the growing number of highly complex and often hotly contested matters of civic concern that are either in some way created by advances in science, engineering, mathematics and technology and/or that require some advanced knowledge in one or more STEM field in order to craft and implement the best possible policies, laws or regulations. Elections and modern possibilities for voting have now become perfect exemplars of the issues covered in the second trend. We in the SENCER National Office and the Center look forward to hearing your thoughts and suggestions on these matters and to working with you to develop the STEM of Democracy Project in the coming year.

Oh, and don't forget to vote on November 2nd, unless you've done so already!



"Patti Simon"

12/16/2004 03:11 PM

To [rmartinez@eac.gov](mailto:rmartinez@eac.gov)

cc [aambrogi@eac.gov](mailto:aambrogi@eac.gov)

bcc

Subject STEM of Democracy Meeting in Chicago

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Please let me know if you are able to attend the meeting or if you have any questions. I look forward to hearing from you and I wish you happy holidays!

Patti Simon

Deputy Director

National Center for Science and Civic Engagement

1604 New Hampshire Ave., NW

Washington, DC 20009

[patti.simon@sencer.net](mailto:patti.simon@sencer.net)

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018591

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<<...>>



STEM of Democracy.pdf

018592



"Jennifer Collins-Foley"

08/02/2005 04:49 PM

To "Adam D. Ambrogi" <aambrogi@eac.gov>

cc: "Tom Wilkey" <twilkey@eac.gov>, "Tracy Warren"

bcc:

Subject: Polworker Institute Update Plus Request for Meeting with Commissioners

Hi Adam! Hope all is well with you.

FYI, here is a letter we sent to The Pollworker Institute board last week. You'll see a mention of possible work with the EAC. (I have not followed up with Karen LD but it's on my "To Do" list!)

Also attached is a letter to Commissioners DeGregorio and Martinez with a request for a meeting regarding a project that the PI is doing for the Pew Charitable Trust. (We'll be sending a hard copy to each Commissioner and to Tom Wilkey but wanted you to see that it is on its way. I'll also be sending an email to Tom re this project.) Pew has contracted Tracy and me to conduct a feasibility study to assess whether initiatives targeting the implementation of statewide voter registration systems could significantly and measurably enhance voter enfranchisement and reduce the registration problems that have plagued U.S. elections. We are interviewing policy makers, election officials, vendors, the advocacy community, etc.

We hope that at least Commissioners Martinez and DeGregorio and Tom Wilkey can find time to meet with us. I know there is little time to spare in between Hearings!



Best Regards, Jennifer July 29 2005.doc EAC DeGregorio.doc EAC Martinez.doc

018593

**The Pollworker  
Institute**

REALIZING THE  
POTENTIAL OF  
AMERICA'S  
POLLWORKERS

1101 15<sup>th</sup> Street,  
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20005

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379 9974

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Connie Schmidt

Richard Soudriette

Jennifer Collins-Foley,  
President

July 28, 2005

"Dear Pollworker Institute Board of Directors and Board of Advisors,

**- UPDATE ON THE POLLWORKER INSTITUTE -**

**1) New Friends and Old Friends.** First, the new friends.....We are fortunate to be adding Richard Soudriette, Warren Furutani and Connie Schmidt to our Advisory Board.

*Richard Soudriette* has served as the President of the International Foundation for Election Systems (IFES) since 1987. IFES is an internationally respected nonpartisan, nonprofit organization that has developed and implemented comprehensive, collaborative democracy solutions in more than 100 countries. One of IFES's many strengths is its extensive experience in the capacity building and professional development of election officials around the world.

*Warren Furutani* is President of the Los Angeles Community College system and is a long time advocate of community colleges, voter-friendly polling places and, in particular, college pollworker programs. He has been instrumental in the growth of L.A. County's College Pollworker Program partnership with the community college system.

*Connie Schmidt* recently retired as Registrar of Voters in Johnson County Kansas where she developed nationally respected voter service programs and voting system integrity standards. She has a particular commitment to and enthusiasm for innovative pollworker recruiting and training. Connie has already spoken with Johnson County's new Registrar and is confident we can count on them to be a pilot program.

*And old friends.....*We are proud to announce that one of

018594

our founding Board members, Tom Wilkey, has been selected to serve as the first Executive Director of the U.S. Election Assistance Commission. While we are THRILLED for Tom, we understand his decision to resign from the Board of the Pollworker Institute. *We wish him all the best in his new venture!!*

2) **We've landed our first project!** The Pollworker Institute's Jennifer and Tracy are currently conducting a feasibility study for the Pew Charitable Trusts. The purpose of the study is to assess whether initiatives targeting the implementation of statewide voter registration systems could significantly and measurably enhance voter enfranchisement and reduce the registration problems that have plagued U.S. elections. The result will be an internal Pew document so sorry we won't be able to share it with you all .....but what a great experience for us!

3) **New Collaboration.** We formalized a Memorandum of Understanding with the International Foundation for Election Systems (IFES) this week. IFES will provide in-kind contributions such as office space, phones, copy machine, website design, etc. We are grateful to be affiliated with such a terrific organization. Being on-site means we will also be able to easily brainstorm and collaborate on possible U.S. election administration projects with IFES' Director of Programs, Scott Lansell, staff and consultants. Our new address is: The Pollworker Institute, 1101 15<sup>th</sup> Street, Suite 115, Washington, DC 20005. Phone will be: (202) 350-6700, (Tracy x 6671 and Jennifer x6672).

4) **New partners.** We have a new partner in Iowa. Professor David Redlawsk from the University of Iowa is very excited about the possibility of working with us. Professor Redlawsk is a political psychologist whose primary line of research focuses on how citizens process political information in order to make a voting decision. He has been offering students academic credit for substantive community service so is an experienced resource for us. He has offered to approach the Johnson County Auditor, Tom Slockett, to encourage him to join the program. We'll keep you posted.

5) **Funding and Update on Pilot Projects.** Fiorello Consulting has been representing us as fundraising consultants since May. Cliff Hash and Patti Fiorello are optimistic about the possibility for funding in the near future. However, since we have not received funding to date, we are going to re-adjust our hope to conduct pilot programs this Fall. But stay tuned....we still hope to implement 5 or 6 terrific pilot programs in the Spring of 2006! And in the meantime, we have been granted our 501(c)(3) status by the IRS so we're ready for whenever the funds come rolling in.

6) **Possible project with US Election Assistance Commission.** Tracy and I met in May with the EAC regarding a possible College Pollworker Project which would involve developing a "How To" manual for organizing a College Pollworker Program. It would include calendars, check lists, models - for large and small jurisdictions. The project may include delivering such a manual at regional conferences which would involve brainstorming among election officials and reps from academic institutions and some possible training the trainers. We anticipate an RFP hitting the streets any day now. Again, we'll keep you posted!

7) **A new twist on the Concept.** We are discussing collaboration with the American Association of University Professors. General Secretary Roger Bowen has received a small Carnegie grant to explore the possibility of a program to recruit college professors to serve as pollworkers. The best of all worlds would be to merge their idea with ours.....the professors would invited students to "do like I do" and serve along with them as part of the academic course.

8) **Possible International Work.** In an unexpected turn of events, an international for-profit democracy building firm called "Democracy International" was intrigued by our concept and requested permission to list the Pollworker Institute as a partner/resource for a 5 year USAID "IQC" (Indefinite Quantity Contract) for international democracy building programs. We always thought that we would someday like to get in to pollworker issues at international levels but did not know it would happen this soon. We'll keep you posted. It may be some time before Democracy International knows if it has been selected as an IQC holder.

Please call us if you have any questions or suggestions!

Best Regards,

Jennifer Collins-Foley, President, (540) 379-9974  
Tracy Warren, Executive Director, (202) 462-2735

C: Tom Wilkey, U.S. Election Assistance Commission  
David Redlowsk, University of Iowa  
Roger Bowen, AAUP  
James Walters, Montgomery County

**The Pollworker  
Institute**

REALIZING THE  
POTENTIAL OF  
AMERICA'S  
POLLWORKERS

1101 15<sup>th</sup> Street,  
Suite 115  
Washington, DC  
20005

Ph: (540)  
379 9974

**Board of  
Directors**

Conny B.  
McCormack

Leonard M.  
Shambon

**Advisory Board**

Elizabeth Bergman

Warren T. Furutani

Sara Harris

Bill Jones

Margo Reeg

Connie Schmidt

Richard Soudriette

Jennifer Collins-Foley,  
President

August 2, 2005

Commissioner Paul DeGregorio  
U.S. Election Assistance Commission  
1225 New York Avenue, NW  
Suite 1100  
Washington, DC 20005

Dear Commissioner DeGregorio :

As the deadline for implementing significant changes in voter registration looms, state and local election officials, as well as the voting rights community, have turned their attention to this critical component of the Help America Vote Act. Changing voter registration means opportunities both to expand the electorate and remedy problems that have plagued our registration system. The Pew Charitable Trusts has hired The Pollworker Institute to conduct a feasibility study to explore possible initiatives that would take advantage of these opportunities. I am writing to request a meeting to discuss this project and the U.S. Election Assistance Commission's plans in this area.

I am enclosing a summary of our project for your review. We have been meeting with state and local election officials, with technology experts, with voting rights organizations and with policy experts to examine the ways that the Pew Charitable Trusts might be helpful. Of course, in addition to learning the Commission's plans, we would welcome your feedback on what kinds of initiatives can help guarantee that HAVA fulfills the law's intended purpose: to ensure that every eligible voter is able to cast a vote and have that vote count.

We would be grateful if you could take the time to meet with us. I will follow up with your office to determine your availability.

Best regards,

Tracy Warren

ENCL

018597

**The Pollworker  
Institute**

REALIZING THE  
POTENTIAL OF  
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POLLWORKERS

1101 15<sup>th</sup> Street,  
Suite 115  
Washington, DC  
20005

Ph: (540)  
379 9974

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Bill Jones

Margo Reeg

Connie Schmidt

Richard Soudriette

Jennifer Collins-Foley,  
President

August 2, 2005

Commissioner Ray Martinez  
U.S. Election Assistance Commission  
1225 New York Avenue, NW  
Suite 1100  
Washington, DC 20005

Dear Commissioner Martinez:

As the deadline for implementing significant changes in voter registration looms, state and local election officials, as well as the voting rights community, have turned their attention to this critical component of the Help America Vote Act. Changing voter registration means opportunities both to expand the electorate and remedy problems that have plagued our registration system. The Pew Charitable Trusts has hired The Pollworker Institute to conduct a feasibility study to explore possible initiatives that would take advantage of these opportunities. I am writing to request a meeting to discuss this project and the U.S. Election Assistance Commission's plans in this area.

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We would be grateful if you could take the time to meet with us. I will follow up with your office to determine your availability.

Best regards,

Tracy Warren

ENCL

018598



Gracia Hillman/EAC/GOV  
03/16/2005 08:01 AM

To Carol A. Paquette/EAC/GOV@EAC, Paul DeGregorio/EAC/GOV, Raymundo Martinez/EAC/GOV, DeForest Soaries Jr./EAC/GOV  
cc Juliet E. Thompson/EAC/GOV@EAC  
bcc  
Subject Re: Cyber Security Industry Alliance - Susan Zevin - Request for meeting

Carol,

Per our SOS, this type of item or recommendation should be referred to one commissioner for review and then that commissioner will make a recommendation to the other commissioners. Let's not deviate from that.

By way of this memo, I am asking Comm Soaries to review this information and make a recommendation.

-----  
Sent from my BlackBerry Wireless Handheld  
Carol A. Paquette

From: Carol A. Paquette  
Sent: 03/15/2005 07:48 PM  
To: Gracia Hillman; Paul DeGregorio; Raymundo Martinez; DeForest Soaries Jr.  
Cc: Sheila Banks; Adam Ambrogi; Holland Patterson; Spring Taylor  
Subject: Cyber Security Industry Alliance - Susan Zevin - Request for meeting

Commissioners -

Susan Zevin contacted me several weeks ago to set up a meeting between the Commissioners and Paul Kurtz, the Executive Director of the Cyber Security Industry Alliance (CSIA). CSIA is an industry advocacy group that has been formed to promote improvement of cyber security through public policy, education and technology-focused initiatives. Their membership is comprised of major cyber security software providers such as Symantec, Entrust, McAfee, Check Point (they've been getting some unfavorable press lately), and others. They are "interested in assisting the Commission in the evolution of new approaches to voting systems." Susan was rather vague about what this means. I suggested that it might be useful for this group to review and comment on the TGDC/NIST work on the NIST website. Susan indicated they are interested in "higher level, big picture policy matters." Whatever these matters are, she indicated that they can only be discussed directly with the Commissioners, not with some intermediary.

Checked out this group with some colleagues in the security business. The feedback I received was that they're relatively new on the scene, only one of several similar industry advocacy groups, and that they're looking for an issue to make their mark on. (There might have been some professional rivalry seeping through in these comments.) Mr. Kurtz has pretty impressive credentials, having been National Security Council senior director of the Office of Cyberspace Security and a member of the President's Critical Infrastructure Protection Board (prior to 2003).

Is there interest in a meeting by all or some of you?

Carol A. Paquette  
Interim Executive Director  
U.S. Election Assistance Commission  
(202)566-3125 cpaquette@eac.gov

018599

Carol A. Paquette/EAC/GOV  
03/15/2005 07:48 PM

To Gracia Hillman/EAC/GOV@EAC, Paul  
DeGregorio/EAC/GOV@EAC, Raymundo  
Martinez/EAC/GOV@EAC, DeForest Soaries  
cc Sheila A. Banks/EAC/GOV@EAC, Adam  
Ambrogi/EAC/GOV@EAC, Holland M.  
Patterson/EAC/GOV@EAC, Spring A.

bcc

Subject Cyber Security Industry Alliance - Susan Zevin - Request for  
meeting

Commissioners -

Susan Zevin contacted me several weeks ago to set up a meeting between the Commissioners and Paul Kurtz, the Executive Director of the Cyber Security Industry Alliance (CSIA). CSIA is an industry advocacy group that has been formed to promote improvement of cyber security through public policy, education and technology-focused initiatives. Their membership is comprised of major cyber security software providers such as Symantec, Entrust, McAfee, Check Point (they've been getting some unfavorable press lately), and others. They are "interested in assisting the Commission in the evolution of new approaches to voting systems." Susan was rather vague about what this means. I suggested that it might be useful for this group to review and comment on the TGDC/NIST work on the NIST website. Susan indicated they are interested in "higher level, big picture policy matters." Whatever these matters are, she indicated that they can only be discussed directly with the Commissioners, not with some intermediary.

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Is there interest in a meeting by all or some of you?

Carol A. Paquette  
Interim Executive Director  
U.S. Election Assistance Commission  
(202)566-3125 cpaquette@eac.gov

018600



Dhart@hartic.com  
07/14/2004 05:27 PM

To pdegregorio@eac.gov  
cc  
bcc  
Subject vendor meeting in San Antonio

Commissioner DeGregorio,  
I wanted to extend a late invitation to you and/or your fellow Commissioners to speak with our vendor trade association, the Election Technology Council (ETC) of the Information Technology Association of America (ITAA). I spoke with Commissioner Martinez last week and learned that all of the Commissioners would be in San Antonio for IACREOT, so I thought I would try to impose on your schedules to make this effort to speak with us. I've made the same request of Commissioner Martinez.

The ETC members include AVS, Diebold, ES&S, Hart InterCivic, Sequoia, Unilect, and VoteHere, as well as some other ITAA members who are integrators and have been working in this industry (Accenture, Maximus, etc). We've got a regular business meeting from 12:30 to 2:00 pm on Monday at the Chula Vista Room in the Hyatt hotel. Any time you could come by would be very much appreciated. I'm sure we would like some instruction on how we can best work within the EAC frameworkk, and your thoughts would be very helpful.

My cell phone number is if you would like more information about the meeting.

I continue to be most impressed with the level of effort - and production - coming out of your offices. You're doing a great job from my perspective, and if there is anything we can do to support the effort, please do not hesitate to call us.

Regards,  
David

David E. Hart, Chairman  
Hart InterCivic, Inc  
P.O. 80649  
Austin, Texas 78728  
512.252.6575 (office direct)  
dhart@hartic.com

\*\*\*\*\*  
\*\*\*\*\*Confidentiality Notice: This email message, including all the attachments, is for the sole use of the intended recipient(s) and contains confidential information. Unauthorized use or disclosure is prohibited. If you are not the intended recipient, you may not use, disclose, copy or disseminate this information. If you are not the intended recipient, please contact the sender immediately by reply email and destroy all copies of the original message, including attachments.



"Griffiths, Brian, Mr., OSD  
P&R/FVAP"  
<griffithsb@fvap.ncr.gov>  
04/30/2004 11:19 AM

To "pdegregorio@eac.gov" <pdegregorio@eac.gov>  
cc  
bcc  
Subject Overseas Voting Group Meeting- May 6th

Mr. DeGregorio

The meeting with the representatives of overseas voters will be held at our building, 177 North Kent Street, on Thursday May 6th from 10:00-11:00 am. If this time is not convenient, we can be somewhat flexible with the timing.

Here is a sampling of the groups that will be represented at the meeting:

Democrats Abroad  
Republicans Abroad  
Federation of American Women's Clubs Overseas (FAWCO)  
Association of Americans Residing Abroad  
American Business Council of the Gulf Countries

One of the confirmed attendees will be Lucy Laderich, who works on Legislative Issues for FAWCO.

Thanks, and look forward to seeing you May 6th.

Brian Griffiths  
Program Analyst  
Federal Voting Assistance Program  
703-588-1584  
griffithsb@fvap.ncr.gov

018602



"Griffiths, Brian, Mr., OSD  
P&R/FVAP"  
<griffithsb@fvap.ncr.gov>  
05/03/2004 08:25 AM

To "pdegregorio@eac.gov" <pdegregorio@eac.gov>  
cc  
bcc  
Subject RE: Overseas Voting Group Meeting- May 6th

Mr. DeGregorio

There is a correction to our address. Our address is 1777 North Kent Street. I apologize for the inconvenience.

Brian Griffiths  
Program Analyst  
Federal Voting Assistance Program  
703-588-1584  
griffithsb@fvap.ncr.gov

> -----Original Message-----  
> From: Griffiths, Brian, Mr., OSD P&R/FVAP  
> Sent: Friday, April 30, 2004 11:20 AM  
> To: 'pdegregorio@eac.gov'  
> Subject: Overseas Voting Group Meeting- May 6th  
>  
> Mr. DeGregorio  
>  
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> our building, 177 North Kent Street, on Thursday May 6th from 10:00-11:00  
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>  
>  
> Thanks, and look forward to seeing you May 6th.  
>  
>  
> Brian Griffiths  
> Program Analyst  
> Federal Voting Assistance Program  
> 703-588-1584  
> griffithsb@fvap.ncr.gov

018603



"Diamond, Sandra"  
<sdiamond@umsl.edu>  
12/10/2004 03:32 PM

To pdegregorio@eac.gov  
cc  
bcc  
Subject RE: Meeting with UMSL Chancellor

Paul:

That sounds like a good plan. My office is in 356 Marillac Hall. (Just take the elevator up to the 3rd floor--turn left and I'm down the hall.) We can chat for a few minutes and then I will walk you over to Charley's office.

See you on the 21st! Have a great weekend. My best to Kerry.

Sandy

-----Original Message-----

**From:** pdegregorio@eac.gov [mailto:pdegregorio@eac.gov]  
**Sent:** Friday, December 10, 2004 2:03 PM  
**To:** Diamond, Sandra  
**Subject:** Re: Meeting with UMSL Chancellor

Sandy,

This time works for me. Shall I come to your office first at 8:30 am (I assume it's by Charley's)?

Paul

"Diamond, Sandra" <sdiamond@umsl.edu>

12/10/2004 02:41 PM

To "Paul DeGregorio (E-mail)" <PDegregorio@eac.gov>  
cc  
Subject Meeting with UMSL Chancellor

Paul:

I just wanted to let you know that Chancellor Tom George can meet with

018604

you on Tuesday, December 21, 2004 from 9:00 a.m. to 10:00 a.m. Charley Schmitz, Dean of the College of Education, would like to meet with you briefly BEFORE your meeting with the Chancellor and then escort you to the Chancellor's office. Would you be able to come to the South Campus around 8:40 a.m. that morning to meet with Charley? He will then drive you over to Woods Hall.

Let me know if all of this will work for you.

Take care.

Sandy Diamond, M.Ed.  
Executive Director & St. Louis Area Coordinator  
Kids Voting Missouri  
A Citizenship Education Program at  
UM-St. Louis College of Education  
sdiamond@umsl.edu  
314-516-6823

018605



"Diamond, Sandra"  
<sdiamond@umsl.edu>  
12/10/2004 02:41 PM

To "Paul DeGregorio (E-mail)" <PDegregorio@eac.gov>  
cc  
bcc  
Subject Meeting with UMSL Chancellor

Paul:

I just wanted to let you know that Chancellor Tom George can meet with you on Tuesday, December 21, 2004 from 9:00 a.m. to 10:00 a.m. Charley Schmitz, Dean of the College of Education, would like to meet with you briefly BEFORE your meeting with the Chancellor and then escort you to the Chancellor's office. Would you be able to come to the South Campus around 8:40 a.m. that morning to meet with Charley? He will then drive you over to Woods Hall.

Let me know if all of this will work for you.

Take care.

Sandy Diamond, M.Ed.  
Executive Director & St. Louis Area Coordinator  
Kids Voting Missouri  
A Citizenship Education Program at  
UM-St. Louis College of Education  
sdiamond@umsl.edu  
314-516-6823

01860E



"Diamond, Sandra"  
<sdiamond@umsl.edu>  
12/09/2004 07:08 AM

To pdegregorio@eac.gov  
cc  
bcc  
Subject RE: Meeting with Chancellor???

Paul:

Thanks for getting back to me. I will send this off to the Dean/Chancellor and should have a confirmed date/time by the end of today.

Sandy

-----Original Message-----

From: pdegregorio@eac.gov [mailto:pdegregorio@eac.gov]  
Sent: Wed 12/8/2004 9:20 PM  
To: Diamond, Sandra  
Cc:  
Subject: Re: Meeting with Chancellor???

Sandy,

Sorry it took me so long to get back to you with a date. Right now, the 20th or 21st works for me; if I have a preference it would be early on the 21st (9AM). Early afternoon on the 20th would be my second preference. Assume I should allocate 2 hours to this (including time spent with the Chancellor, you, Charlie and whomever).

It was certainly great to see you in DC. Dinner was fun; hope we can do it again. Thanks for your kind words. Paul Matteucci's address is:

Let me know what works.

All the best,

Paul

"Diamond, Sandra" <sdiamond@umsl.edu>

12/06/2004 10:58 AM

To  
"Paul DeGregorio (E-mail)" <PDegregorio@eac.gov>  
cc  
Subject  
Meeting with Chancellor???

018607

Paul:

It was so nice to see you during my recent trip to D.C. I know you're in San Francisco, but if you get a moment, I'm still waiting to hear from you regarding a date/time to meet with the Chancellor while you're in St. Louis.

Also, you could send me a mailing or email address for Paul Matusi (spelling)? I would like to send him a note thanking him for the lovely dinner.

As a follow-up to our dinner discussions and brain storming, I called John Hancock this morning. He's out of town working on the Inauguration but said he would meet with me in January after that was over.

Possibly, when you're in St. Louis (if not before), you and I can talk again about the future of Kids Voting Missouri and the University's interest in maintaining this program. Current plans in the College of Education are to create a Center for Character Development and Civic Education and I'm not sure where Kids Voting fits, if at all. Maybe I could take you and Kerry to breakfast or lunch to brainstorm/strategize about the University and support for Kids Voting. Let me know...at this moment, I'm pretty open that week before and after Christmas.

Sandy Diamond, M.Ed.  
Executive Director & St. Louis Area Coordinator  
Kids Voting Missouri  
A Citizenship Education Program at  
UM-St. Louis College of Education  
sdiamond@umsl.edu  
314-516-6823

018608



Brian Hancock/EAC/GOV  
05/06/2004 08:51 AM

To Paul DeGregorio/EAC/GOV@EAC  
cc  
bcc  
Subject Fw: Meeting request for German visitor

Commissioner DeGregorio,  
Would you like to speak with the visitor from Germany noted in the attached email?

Brian

Brian Hancock  
U.S. Election Assistance Commission  
1225 New York Avenue, NW, Ste. 1100  
Washington, DC 20005  
202-566-3100  
www.eac.gov

----- Forwarded by Brian Hancock/EAC/GOV on 05/06/2004 08:50 AM -----



Thea\_Richard@grad.usda.gov  
v

05/04/2004 05:34 PM

To bhancock@eac.gov  
cc  
Subject Meeting request for German visitor

Hello Brian,

I spoke to you today briefly about a Department of State International Visitor in the European Parliament. Mr. Klaus Welle is the Director General of the Directorate General for Internal Policies at the European Parliament. For his current position, Mr. Welle is interested in learning about the electoral process in the U.S, especially during this election year.

Please read the attached letter and request for a meeting the week of May 24. Feel free to contact me about this request.

Thank you.

Thea

(See attached file: Elections - request.doc)

Thea Richard  
Program Officer  
International Institute  
Graduate School, USDA  
600 Maryland Avenue, SW, Suite 320  
Washington, DC 20024  
Telephone: (202) 314-3509  
Toll-free: (800) 331-4229  
Facsimile: (202) 479-6806  
Email: thea\_richard@grad.usda.gov  
Website: www.grad.usda.gov

018609



Elections - request.doc

018610



600 Maryland Avenue, SW  
Suite 320  
Washington, DC 20024

## **International Visitors Program**

Telephone: (202) 314-3500  
Facsimile: (202) 479-6803  
E-mail: [intlinst@grad.usda.gov](mailto:intlinst@grad.usda.gov)

Brian Hancock  
U.S. Elections Assistance Commission  
1225 New York Avenue, NW  
Washington DC 20005

Dear Brian:

Hello! On behalf of the U.S. Department of State, the Graduate School, USDA is administering the International Visitor program for a German participant, Mr. Klaus WELLE. He is the Director General of the Directorate General for Internal Policies at the European Parliament. The international visitor program is designed to build mutual understanding between the United States and other nations through carefully designed professional visits to the U.S. for current and emerging foreign leaders. I would like to schedule a meeting the week of May 24. At this early date his schedule is open for meetings Tuesday afternoon (May 25) through Friday (May 28).

Mr. WELLE will spend two weeks in the United States and one week in Washington, DC. The program will look at the U.S. political system, Congress, transatlantic relations and the media. Mr. WELLE seeks to observe the political system and to meet various actors involved in and impacting the decision-making process. In the area of elections, he would like to learn about general election policies.

Please review the attached documents with detailed information about the program, the visitor and his objectives. If you need additional information, please contact me at (202) 314-3509 or [thea\\_richard@grad.usda.gov](mailto:thea_richard@grad.usda.gov). Thank you. I look forward to working with you to promote international understanding.

Sincerely,

Thea Richard

018611

# INTERNATIONAL VISITOR PROGRAM

## B I O G R A P H I C I N F O R M A T I O N

*Mr. Klaus WELLE, An Individual Project*

*This visitor is invited to the United States under the auspices of the State Department International Visitor Program.*

*State Department Program Officer: Ms. Diane E. Crow*

*Graduate School, USDA International Institute Program Officer: Ms. Thea L. Richard*

**May 24 - June 4, 2004**

### **Germany**

**Name:** Mr. Klaus WELLE

**Present Position:** Director General, Directorate General for Internal Policies, European Parliament

**Previous Position:** 1999-2003: Secretary-General of the Group of the EPP-ED, Group of the European People's Party (Christian Democrats) and European Democrats in the European Parliament  
1994-1999: Secretary General of the European People's Party Group and the European Union of Christian Democrats  
1991-1994: Head of the German Christian Democrat Union (CDU) Department of Foreign and European Policy, Bonn

**Education/Training:** Studies in Economics at Witten/Herdecke University, Specialization in "Institutional Economics and Ethics"  
Scholarships, Konrad Adenauer Foundation and "Studienstiftung des Deutschen Volkes"  
Apprenticeship at WestLB - Munster (Germany's third largest banking group in Germany)

**Memberships:** Member, German Christian Democratic Union  
Member CDU National Advisory Committee on European Affairs (since 1994)

**Publications:** Thesis: "Rethinking or Changing: Economic versus Sociopsychological Attempts for the Explanation of Human Behavior"

018612

Articles: "The Center that Held", Dagens Nyheter (Swedish Newspaper) (September 1995)  
"An Island Mentality that Distorts Reality", The European (September 22, 1995)  
"Welches Europa Soll es Sein?" Sonde (January 1996)  
"Die Europäische Volkspartei", published in Prof. Dr. Gunther Rinsche, "Verantwortung für Europa-die Senioren und die Europäische Integration" (1996)  
"Auf Dem Weg Zur Währungsunion", in Evangelische Verantwortung

*Address:* European Parliament  
Rue Wiertz, 60, B  
B-1047 Brussels  
BELGIUM  
Telephone: (32) (2) 284 62 42  
Facsimile: (32) (2) 23110 11  
Email: Kwelle@europarl.eu.int

*Personal Data:* Birth Date:  
Birth Place: Beelen, Germany

*Languages:* German (Native), English (Excellent), French

*U.S. Travel:* Attended four political conferences in Washington, DC

Mr. Welle is the head of the Directorate General for Internal Policy at the European Parliament (EP). He is in charge of 400 staffers and coordinates the work of the EP committees with the exception of foreign affairs and trade committees.

Previously, Mr. Welle served as the Secretary-General for the EPP-ED group and organized all of its work, which covers the entire range of European Parliament activity. As the top staff member of the group and a German CDU (Christian Democratic Union) member, Mr. Welle also serves as a key advisor to Mr. Gert-Poettering, Chairman of the EPP-ED Group, the largest political group in the European Parliament.

Program Objectives are to learn about:

- Congress and the decision-making process;
- The role of think tanks and academics in public policy;
- Transatlantic relations, especially in the area of terrorism and security (data privacy), environment and transportation;
- U.S. foreign policy, especially in the area of international agreements and multilateral issues;
- The lobbying process; and,
- Media influence on foreign policy decision-making.

**Program Sponsor: U.S. Department of State, Bureau of Educational and Cultural Affairs**

The U.S. Department of State helps to shape a freer, more secure and more prosperous world through formulating, representing and implementing the President's foreign policy. The Secretary of State is the President's principal adviser on foreign policy and the person chiefly responsible for U.S. representation abroad.

The Bureau of Educational and Cultural Affairs (ECA) fosters mutual understanding between the United States and other countries through international educational, professional and cultural exchanges. The Bureau promotes personal, professional, and institutional ties between private citizens and organizations in the United States and abroad, and presents U.S. history, society, art and culture in all of its diversity to overseas audiences.

The Office of International Visitors manages and funds the International Visitor Program (IVP). Launched in 1940, the IVP seeks to build mutual understanding between the United States and other nations through carefully designed professional visits to the U.S. for current and emerging foreign leaders. These visits reflect the visitors' professional interests and support the foreign policy goals of the U.S. government. Each year over 4,500 IVP participants from all over the world are selected by U.S. embassies to travel to the U.S. to meet and confer with their professional counterparts. Through these encounters, they gain a greater understanding of the cultural and political influences in U.S. society and enjoy a firsthand experience of the U.S., its people and its culture. Visitors represent government, politics, the media, education, non-governmental organizations, the arts, public health, international security, business and trade, and other fields. Over 180 current and former heads of government and state and many other distinguished world leaders in the public and private sectors have participated in the International Visitor Program.

**Program Administrator: International Institute, Graduate School, USDA**

The International Institute was established within the Graduate School, USDA in order to provide professional training and educational services to government agencies, U.S. government employees with international responsibilities, international organizations and non-governmental organizations throughout the world. International Institute programs facilitate the exchange of knowledge and skills through a wide range of observational study and learning support services, including the administration of regional training projects in Africa, Asia, South America and Europe. The Institute administers a broad array of well-known exchange and visitor programs. These include the Fulbright Teacher and Administrator Exchange and International Visitors Programs on behalf of the Department of State, as well as programs for Russian and Ukrainian leaders on behalf of the Open World Leadership Center at the Library of Congress. The Institute has provided services to more than 40,000 participants from over 120 countries since its inception in 1961, successfully working to promote professional development, cooperation, and understanding in the global classroom.

018614



Brian Hancock/EAC/GOV  
07/01/2004 11:49 AM

To Paul DeGregorio/EAC/GOV@EAC  
cc  
bcc  
Subject Fw: To Brian Hancock: Meeting Request for 12  
Parliamentarians and 2 Staffers from the Jordanian  
Parliament: "The Role of Legislators in the Democratic  
Process"

Commissioner DeGregorio,  
Since Kwab is out the rest of the week, I'm passing along the briefing request from Meridian International described below for members of the Jordanian Parliament. The two times they suggest are July 14th at 9:00am or July 16th at 4:00pm.

Thanks.  
Brian

Brian Hancock  
U.S. Election Assistance Commission  
1225 New York Avenue, NW, Ste. 1100  
Washington, DC 20005  
202-566-3100  
www.eac.gov

----- Forwarded by Brian Hancock/EAC/GOV on 07/01/2004 11:45 AM -----



"MORCOS, AMAL"  
<AMORCOS@meridian.org>  
07/01/2004 11:10 AM

To bhancock@eac.gov  
cc  
Subject FW: To Brian Hancock: Meeting Request for 12  
Parliamentarians and 2 Staffers from the Jordanian  
Parliament: "The Role of Legislators in the Democratic  
Process"

Dear Brian,

Thank you for your prompt response to my voice message. Please find below the original request sent June 23<sup>rd</sup>. The reason I sent this request to the HAVAinfo email address, because for some reason, I saw some message with this instruction. Anyway, I hope some one from EAC would be available to meet with the delegation either 9:00 am Wednesday, July 14 or 4 pm Friday, July 16. BTW, do you still have the same phone number? Thanks, Brian. Amal

---

**From:** MORCOS, AMAL  
**Sent:** Wednesday, June 23, 2004 5:05 PM  
**To:** 'HAVAinfo@eac.gov'  
**Subject:** To Brian Hancock: Meeting Request for 12 Parliamentarians and 2 Staffers from the Jordanian Parliament: "The Role of Legislators in the Democratic Process"  
**Importance:** High

I am forwarding some background information on the upcoming visit by 12

018615

**parliamentarians and 2 staffers from the Jordanian Parliament** who will soon travel to the United States under the auspices of the U.S. Department of State, Bureau of Educational and Cultural Affairs to undertake a two-week program *to look at the structure and process of the U.S. government, with special emphasis on the federal system and the separation of powers.*

The participants will be in **Washington, D.C. from Monday, July 12<sup>th</sup> to Friday, July 15<sup>th</sup> 2004** for meetings with members of congress, administrative staff and committee staff, appropriate representatives from government agencies, think tanks, and NGOs to discuss their areas of interest, further details of which appear on the attached program summary and biographic information. A participant list is also attached.

While they are in Washington, the delegation would appreciate the opportunity to meet with **Mr. Brian Hancock** *to discuss how political election campaigns work, and the mechanism where government is involved..*

Thank you for considering this request and I look forward to hearing from you at your earliest convenience. If you have any questions, please do not hesitate to contact me at (202) 939-5585.

Amal

<<bios jordan.doc>> <<Participant List.JORDAN.doc>> <<Program Summary.doc>>

\*\*\*\*\*

Amal Morcos, Program Officer

Programming Division

Meridian International Center

1624 Crescent Place, NW - Washington, DC 20009

Tel: (202) 939-5585; Toll Free (800) 424-2974 ext. 5585

Fax: (202) 332-1575; Email: [amorcos@meridian.org](mailto:amorcos@meridian.org)

Website: [www.meridian.org](http://www.meridian.org)

Information on the International Visitor Program

<http://exchanges.state.gov/education/ivp>



bios jordan.doc Participant List.JORDAN.doc Program Summary.doc

018616

**INTERNATIONAL VISITOR PROGRAM****B I O G R A P H I C I N F O R M A T I O N****THE ROLE OF LEGISLATORS IN THE DEMOCRATIC PROCESS *A Single Country Project for Jordan***

*These visitors are invited to the United States under the auspices of the Department of State's International Visitor Leadership Program.*

**Department of State Program Officer:** Ms. Robyn Remeika

**Program Arrangements by Meridian International Center**

*Program team: Ms. Amal Morcos and Mrs. Angie Collins, 1624 Crescent Place, NW, Washington, DC 20009; telephone (202) 939-5585 or (202) 939-5871; toll-free: (800) 424-2974; fax: (202) 332-1575; email: amorcos@meridian.org or collinsa@meridian.org*

**Accompanied by:** Mr. Adnane Ettayebi, Mr. Amer Abou El-Oyoun, Mr. Nawzad Muradi, and Mr. Mustafa Sayid

**July 12 - 23, 2004**

---

**Jordan**

**Name:** Mr. Suleiman Awwad ABU GHAITH

**Present Position:** Member of Parliament, 2003

**Previous Positions:** Elementary and High School Principal

**Education/Training:** Bachelor of Shar'ia, University of Jordan  
Diploma of Arabic Language, Hawara College, Irbid, 1971  
Courses in Management

**Memberships:** Palestine Committee  
Education, Culture and Youth Committee  
Parliamentary Labor Front

**Address and Telephone:** Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman - Jordan  
Telephone: 962-3-3243330

**Personal Data:** Born in Dura, West Bank  
No medical or dietary restrictions

**Languages:** Arabic (native)

*U.S. Travel:*

No previous U.S. travel

*Other Travel:*

Egypt

018618

**Jordan**

*Name:* **Mr. Ghanem Amer ABU RABIE'**

*Present Position:* Member of Parliament, 2003

*Previous Positions:* Lawyer

*Education/Training:* Bachelor of Law, Egypt, 1991

*Memberships:* Reporter, Palestine Committee  
Countryside and Badia Committee  
National Parliamentary Labor Front

*Address and Telephone:* Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman – Jordan  
Telephone: 962-6-6230068

*Personal Data:* Born [redacted] in Jfitlek, Jordan  
No alcohol or pork

*Languages:* Arabic (native)

*U.S. Travel:* No previous U.S. travel

*Other Travel:* Egypt, Lebanon, Rhodes

**Jordan**

*Name:* **Mr. Ibrahim Suleiman AL ATIWI**

*Present Position:* Member of Parliament

*Previous Positions:* Businessman

*Education/Training:* Diploma, Nursing

*Memberships:* Parliamentary National Front  
Labor and Social Development Committee

*Address and Telephone:* Jordanian House of Representatives  
P.O. Box (72)  
11101 Amman – Jordan  
Telephone: 962-6-5712210

*Personal Data:* Born in Al Tafila, Jordan  
No alcohol or pork

*Languages:* Arabic (native)

*U.S. Travel:* No previous U.S. travel

*Other Travel:* Armenia, Bahrain, Cyprus, Egypt, Lebanon, Morocco, Saudi Arabia, Syria, United Arab Emirates

018620

**Jordan**

*Name:* **Mr. Khaled Hafeth AL BAZAYH**

*Present Position:* Member of Parliament, 2003

*Previous Positions:* Leader of Bedouin Tribe (Sheikh)  
President, Truck Drivers Union

*Education/Training:* High School Certificate

*Memberships:* Countryside and Badia Committee  
Parliamentary Labor Front

*Address and Telephone:* Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman – Jordan  
Telephone: 962-3-2132800

*Personal Data:* Born in Maan, Jordan  
No alcohol or pork

*Languages:* Arabic (native)

*U.S. Travel:* No previous U.S. travel

*Other Travel:* Saudi Arabia, Syria

018621

**Jordan**

*Name:* **Mr. Marzooq Hamad AL HABARNIH**

*Present Position:* Member of Parliament, 2003

*Previous Positions:* Military Section Officer, Embassy of the Hashemite Kingdom of Jordan, Washington, DC  
Businessman

*Education/Training:* Certificate, Aircraft Supply of Management, Prince Raisal College

*Memberships:* Chairperson, Countryside and Badia Committee  
Palestine Committee  
Parliamentary Homeland *Al-Watan* Block

*Address and telephone:* Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman – Jordan  
Telephone: 962-6-3615198

*Personal Data:* Born in Amman, Jordan  
No alcohol or pork

*Languages:* Arabic (native), English

*U.S. Travel:* Yes

*Other Travel:* Belgium, Egypt, Syria

018622

**Jordan**

*Name:* **Mr. Ahmad Attallah AL NA'AN'AH**

*Present Position:* Member of Parliament, 2003

*Previous Positions:* Country Station Manager, Royal Jordanian Airlines, Sudan

*Education/Training:* Bachelor of Political Science, Pakistan, 1983

*Memberships:* Reporter, Labor and Social Development Committee  
Public Services, Tourism and Antiquities Committee  
Parliamentary Labor Front

*Address and Telephone:* Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman – Jordan  
Telephone: 962-6-5713122

*Personal Data:* Born in Dana, Jordan  
No alcohol or pork

*Languages:* Arabic (native)

*U.S. Travel:* No previous U.S. travel

*Other Travel:* Libya, Sudan, Switzerland

018623

**Jordan**

*Name:* **Mr. Abed Yousef AL TAWABEYEH**

*Present Position:* Member of Parliament, 2003

*Previous Positions:* Engineer, Ministry of Agriculture

*Education/Training:* B.S., Agriculture

*Memberships:* Parliamentary Homeland *Al Watan* Block

*Address and Telephone:* Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman – Jordan  
Telephone: 962-6-5728700

*Personal Data:* Born in Na'ur, Jordan  
No medical or dietary restrictions

*Languages:* Arabic (native)

*U.S. Travel:* No previous U.S. travel

*Other Travel:* Egypt, Syria

018624

**Jordan**

*Name:* **Mr. Fayez Abdallah ASHDAIFAT**

*Present Position:* **Member of Parliament, 2003**

*Previous Positions:* **Auto parts importer  
Businessman**

*Education/Training:* **Bachelor of Accounting, Baghdad University**

*Memberships:* **Financial and Economic Committee  
Countryside and Badia Committee  
Parliamentary Homeland *Al Watan* Block**

*Address and Telephone:* **Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman – Jordan  
Telephone: 962-6-5523501**

*Personal Data:* **Born \_\_\_\_\_ in Mafraq, Jordan  
No alcohol or pork**

*Languages:* **Arabic (native)**

*U.S. Travel:* **Yes**

*Other Travel:* **Indonesia, Malaysia, Pakistan**

018625

**Jordan**

*Name:* **Mr. Daher Fahed EL FAWWAZ**

*Present Position:* Member of Parliament, Speaker's Second Deputy, 2003

*Previous Positions:* Director, Public Security Department

*Education/Training:* Masters of Administrative and Military Sciences

*Memberships:* Parliamentary National Front

*Address and Telephone:* Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman – Jordan  
Telephone: 962-2-6272015

*Personal Data:* Born in Sabha, Jordan  
No medical or dietary restrictions

*Languages:* Arabic (native)

*U.S. Travel:* Yes

*Other Travel:* Egypt, Germany, Malta, Tunisia, United Kingdom

018626

**Jordan**

*Name:* **Mr. Moh'd Ahmad Fares HAMAIDEH**

*Present Position:* Member of Parliament

*Education/Training:* M.A., Arabic Literature, Mu'tah University  
B.A., Arabic Literature, Um Alqura University (King Abdel  
Aziz University)

*Address and Telephone:* Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman – Jordan  
Telephone: 962-656-90455

*Personal Data:* Born - - - - - in Amra'/Karak, Jordan

**Jordan**

*Name:* **Dr. Mahmoud Muhsen MHIDAT**

*Present Position:* Member of Parliament, 2003

*Previous Positions:* Faculty Member, Jerash University

*Education/Training:* Ph.D., Political Management, Athens, 1995  
Ph.D., Criticism of Literature, Lebanon, 1990

*Memberships:* Chairperson, Energy and Mineral Wealth Committee  
Education, Culture and Youth Committee  
Parliamentary National Front

*Address and Telephone:* Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman – Jordan  
Telephone: 962-2-7300039

*Personal Data:* Born in Kufr Asad, Jordan  
No alcohol or pork

*Languages:* Arabic (native), English

*U.S. Travel:* No previous U.S. travel

*Other Travel:* Austria, Greece, Russia

**Jordan**

*Name:* **Dr. Ghazi Menwer ZABEN**

*Present Position:* Member of Parliament, 2003

*Previous Position:* Plastic Surgeon

*Education/Training:* Bachelor of Medicine, Greece, 1976  
Board, General Surgery  
Board, Plastic Surgery  
Clinical Fellowship, Plastic Surgery, Eastern Virginia  
Medical School

*Memberships:* Chairperson, Health and Environment Committee  
Public Services, Tourism and Antiquities Committee  
Parliamentary National Democratic Block

*Address and Telephone:* Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman – Jordan  
Telephone: 962-6-5697500

*Personal Data:* Born in Zarqa, Jordan  
No alcohol or pork

*Languages:* Arabic (native), English

*U.S. Travel:* Yes

*Other Travel:* Egypt, France, Germany, Greece

**Jordan**

*Name:* **Mr. Hassan Salman AL TARAWNEH**

*Present Position:* Parliamentary Affairs Officer, 2000

*Previous Positions:* Insurance Officer, Arab Assurance Company

*Education/Training:* B.S., Political Science, University of Jordan, 1997

*Address and Telephone:* Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman – Jordan  
Telephone: 962-6-5828929

*Personal Data:* Born in Amman, Jordan  
No alcohol or pork

*Languages:* Arabic (native)

*U.S. Travel:* No previous U.S. travel

*Other Travel:* Canada, Lebanon, Mexico, Switzerland, Thailand

018630

**Jordan**

*Name:* **Mr. Abdel Rahim Maher AL WAKED**

*Present Position:* Secretary to the Speaker of the Jordanian House of Representatives, 2001

*Previous Positions:* Public Relations Officer, Public Relations Department, Jordanian House of Representatives

*Education/Training:* B.A., Law, Amman National University, Jordan

*Address and Telephone:* Jordanian House of Representatives  
P.O. Box (72) 11101  
Amman – Jordan  
Telephone: 962-079-6611161

*Personal Data:* Born in Amman, Jordan  
No pork

*Languages:* Arabic (native), English

*U.S. Travel:* No previous U.S. travel

*Other Travel:* Belgium, Egypt, Mexico, Switzerland

018631

# INTERNATIONAL VISITOR PROGRAM

## B I O G R A P H I C I N F O R M A T I O N

### **THE ROLE OF LEGISLATORS IN THE DEMOCRATIC PROCESS *A Single Country Project for Jordan***

*These visitors are invited to the United States under the auspices of the Department of State's International Visitor Leadership Program.*

*Department of State Program Officer: Ms. Robyn Remeika*

#### **Program Arrangements by Meridian International Center**

*Program team: Ms. Amal Morcos and Mrs. Angie Collins, 1624 Crescent Place, NW, Washington, DC 20009; telephone (202) 939-5585 or (202) 939-5871; toll-free: (800) 424-2974; fax: (202) 332-1575; email: amorcos@meridian.org or collinsa@meridian.org*

*Accompanied by: Mr. Amr Abou El-Oyoun, Mr. Adnane Ettayebi, Mr. Nawzad Muradi, and Mr. Mustafa Sayid.*

**July 10 - July 23, 2004**

---

### LIST OF PARTICIPANTS

*Jordan*

**Mr. Suleiman Awwad ABU GHAITH**  
Member of Parliament

*Jordan*

**Mr. Ghanem Amer ABU RABIE'**  
Member of Parliament

*Jordan*

**Mr. Ibrahim Suleiman AL ATIWI**  
Member of Parliament

*Jordan*

**Mr. Khaled Hafeth AL BAZAYH**  
Member of Parliament

*Jordan*

**Mr. Marzooq Hamad AL HABARNIH**  
Member of Parliament

*Jordan*

**Mr. Ahmad Attallah AL NA'AN'AH**  
Member of Parliament

*Jordan*

**Mr. Abed Yousef AL TAWABEYEH**  
Member of Parliament

*Jordan*

**Mr. Fayez Abdallah ASHDAIFAT**  
Member of Parliament

*Jordan*

**Mr. Daher Fahed EL FAWWAZ**  
Member of Parliament

*Jordan*

**Mr. Moh'd Ahmad Fares HAMAIDEH**  
Member of Parliament

*Jordan*

**Mr. Mahmoud Muhsen MHIDAT**  
Member of Parliament

*Jordan*

**Dr. Ghazi Menwer ZABEN**  
Member of Parliament

*Jordan*

**Mr. Hassan Salman AL TARAWNEH**  
Parliamentary Affairs Officer

*Jordan*

**Mr. Abdel Rahim Maher AL WAKED**  
Secretary to the Speaker of the Jordanian House of Representatives

## PROGRAM SUMMARY

This two-week International Visitor project on "The Role of Legislators in the Democratic Process" is designed for eleven members of the Jordanian Parliament and two staffers. The project will provide these officials with an understanding of the U.S. government and its supporting democratic ideals and values, and the structure and processes of American government at the federal, state and local levels, with emphasis on the federalist system and the separation of powers. The program will include discussions with members of Congress and their staffs, as well as appropriate representatives from government agencies, think tanks, academia and NGOs.

The following themes will be explored:

### *Legislative structure and function:*

- The structure of the U.S. government at the federal, state and local levels;
- Responsibilities and duties of Congress to the general public;
- The importance of government accountability and accessibility to citizens, and the development of codes of ethics for elected officials,;
- How constituent pressures can influence legislation;
- The preparation of legislation, including committees and hearings;
- Development of a professional legislative staff.

### *Additional topics:*

- Formulation and implementation of U.S. foreign policy;
- International finance and trade policies;
- Public and private sector efforts to strengthen and expand democratic values in the United States;
- Election campaign strategies;
- Domestic economic development;
- Labor laws and labor unions and the degree to which they influence policy;
- Policies on mineral wealth and agriculture, and energy projects;
- Public health and health services.

Joan A. Wooley/EAC/GOV  
10/07/2004 03:31 PM

To Paul DeGregorio/EAC/GOV@EAC, Daniel  
Murphy/EAC/GOV@EAC  
cc DeForest Soaries Jr./EAC/GOV@EAC  
bcc  
Subject Fw: Int'l visitor meeting request

Commissioner Gregorio:

The Chairman asked me to ask you if you would be interested in meeting a delegation from Mexico on October 19th @ 11:30 AM? As you can see from the email below, the visitors specifically requested a meeting with you.

----- Forwarded by Joan A. Wooley/EAC/GOV on 10/07/2004 03:26 PM -----



"Wanda Raiford"  
<wanda@mcidwashington.org>  
10/06/2004 04:06 PM

To jwooley@eac.gov  
cc  
Subject Int'l visitor meeting request

Dear Joan,

Thank you for taking my call this morning regarding a 4-person delegation from Mexico's Federal Electoral Institute. These visitors are coming to the US as participants in the US State Department's International Visitor Program. I work for MCID, a private agency that partners with State in administering the Program. As we discussed, I am enclosing their complete biographical information but here are their names and titles for ease of reference:

**Mr. Pablo Sergio Aispuro Cardenas**

*Member of Governing Body* , Electoral Organization, Baja California State Federal Electoral Institute

**Mr. Arturo Sanchez Gutierrez**

*Electoral Counselor* , Federal Electoral Institute (IFE)

*President* , Electoral Organization and the Information Committees

**Mr. Rodrigo Alfonso Morales Manzanares**

*Electoral Counselor* , Federal Electoral Institute

**Mr. Virgilio Andrade Martinez**

*Electoral Counselor* , Federal Electoral Institute

Accompanied by **Ms. Irene Racht** – Spanish-language Interpreter

The visitors specifically requested Paul De Gregorio. Mr. De Gregorio showed interest in meeting these IFE officials, when he met with IFE Official Manuel Carrillo Poblano in Russia. In addition this contact, the visitors are also keen to discuss (1) certification and standardization of voting systems, (2) your Best Practices Tool Kit (3) policies supporting a user-centered voting system and (4) all aspects of absentee voting.

018635

The group will be in Washington for three days, beginning Monday, October 18. In the happy event that a meeting is possible on your end, may I suggest Tuesday, October 19 at 11:30 am? Please don't let this suggestion be a deal breaker. I would be glad to arrange the groups' schedule to accommodate any day or time that works for your staff.

Sincerely, Wanda

Wanda Raiford  
Senior Program Manager  
Mississippi Consortium for International Development  
1636 Connecticut Avenue, NW  
Suite 300  
Washington DC 20009  
(202) 667-6250 (direct)  
(800) 413-9845 (toll free)  
wanda@mcidwashington.org



Mexican Delegation biodata.doc

018636

# **INTERNATIONAL VISITOR PROGRAM**

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## **B I O G R A P H I C I N F O R M A T I O N**

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The U.S. Department of State is sponsoring the International Visitor Program, "U.S. Electoral System" a project for Mexico. The Mississippi Consortium for International Development (MCID) is the coordinating national programming agency. Ms. Nalinee Thongchua is the State Department Program Officer and can be reached at (202) 619-4594. Ms. Wanda Raiford, MCID Program Officer, can be reached at (202) 667-6250.

*October 17- October 27*

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Participants:

**Mr. Pablo Sergio Aispuro Cardenas**

*Member of Governing Body, Electoral Organization, Baja California State Federal Electoral Institute*

**Mr. Arturo Sanchez Gutierrez**

*Electoral Counselor, Federal Electoral Institute  
President, Electoral Organization and the Information Committees*

**Mr. Rodrigo Alfonso Morales Manzanares**

*Electoral Counselor, Federal Electoral Institute*

**Mr. Virgilio Andrade Martinez**

*Electoral Counselor, Federal Electoral Institute*

Accompanied by **Ms. Irene Racht** – Spanish-language Interpreter

**Name:** **Mr. Virgilio Andrade Martinez**

**Present Position:** *Electoral Counselor, Federal Electoral Institute (IFE)*

**Previous Positions:** *Assistant Director General of Promotion, Rural Bank, 2003*

**Education:** Masters Degree, Public Policy and Administration, Columbia University  
Bachelor of Arts, Contemporary Thinking, Autonomous Technological Institute ITAM  
Bachelor of Arts, Law, ITAM (1985-1990)

**Date of Birth:** , Mexico City, Mexico

**Address:** Viaducto Tlalpan No. 100  
Col. Arenal Tepepan  
Delegacion Tlalpan  
Mexico, D.F. Mexico 14610  
Telephone: 5655-0291  
Email: andradev@ife.org.mx

**Languages:** Spanish and English

**Travel:** United States (Boston, Texas, Washington DC, New York), El Salvador, Panama, France, Italy

018638

**Name:** **Mr. Rodrigo Alfonso Morales Manzanares**

**Present Position:** *Electoral Counselor, Federal Electoral Institute (IFE)*

**Previous Position:** *Electoral Counselor, IFE, 1999-October 2003*

**Education:** Development, Planning, and Public Policies, Latin American Institute of Economic and Social Planning, (ILPES)  
Center for Economic Research and Teaching (CIDE)

**Publications:** Weekly contributions to El Universal Newspaper  
Weekly contributor to La Jornada newspaper  
"La Sociedad Civil y las elecciones en Mexico: Observadores y Interventores" (The Civil Society and the Elections in Mexico: Observers and Inspectors) for "En la Voz de los Votos (Voices of Votes) magazine, 1995.  
"La Organizacion de las Elecciones: Problemas y Proyectos de Solucion" (The Organizations of Elections: Problems and Solutions) for "Democracia en Mexico" (Democracy in Mexico) magazine, 1994.  
"Los Observadores Electorales, una Evaluacion" (The Electoral Observers: An Evaluation) for "En Elecciones, Dialogo y Reforma" (In Elections, Dialogue, and Reform), 1993.

**Date of Birth:** , Mexico City, Mexico

**Address:** Viaducto Tlalpan No. 100  
Col. Arenal Tepepan  
Delegacion Tlalpan  
Mexico, D.F. Mexico 14610  
Telephone: 5628-4252  
Fax: 5655-3161  
Email: rodrigo.morales@ife.org.mx

**Languages:** Spanish

**Travel:** United States, Canada, Venezuela, Argentina, Chile

018639

**Name:** **Mr. Arturo Sanchez Gutierrez**

**Present Positions:** *Electoral Counselor*, Federal Electoral Institute (IFE)  
President of the Electoral Organization and the Information Committees

**Previous Positions:** *Executive Director*, Political Parties, IFE, 1996-2003  
*Professor/Researcher*, Latin American Faculty of Political Sciences and Coordinator, Postgraduate Studies Program of Government and Public Affairs at the Latin American Faculty of Social Sciences  
*Vesting Researcher*, U.S.-Mexico Studies Center, University of California at La Jolla, CA, 1987-1990  
*Research Director*, Mexican Institute of Political Studies, A.C. and Sociology Professor at the Autonomous Metropolitan University (UAM)

**Education:** Masters Degree, Philosophy in Latin American Studies, Oxford University, England (1984-1986)  
B.A., Sociology, Autonomous Metropolitan University, UAM

**Publications:** "Participacion Ciudadana en el Distrito Federal" (Citizen Participation in Mexico City), 1998  
"La Participacion Cuidadana y el Futuro de la Democracia en el D.F." (Citizen Participation and the Future of Democracy in Mexico City), 1998  
"Zacatecas, Visperas del Cambio" (Zacatecas, The Day Before the Change), 1997  
"La Reforma del Estado: Una Oferta Politica y un Proceso por Conducir" (The State Reform: A Political Offer and a Process to Conduct) 1996

**Date of Birth:** , Mexico City, Mexico

**Address:** Viaducto Tlalpan No. 100  
Col. Arenal Tepepan  
Delegacion Tlalpan  
Mexico, D.F. Mexico 14610  
Telephone: 5655-1006  
Fax: 56-55-3392  
Email: arturosg@ife.org.mx

**Languages:** Spanish

**Travel:** United States (California), Bolivia, Canada, Honduras, England

018640

Name: **Mr. Pablo Sergio Aispuro Cardenas**

Present Position: *Member of Governing Body*, Electoral Organization, Baja California State Federal Electoral Institute

Education: Masters candidate, Electoral Process and Institutions, Secretariat of Public Education (SEP) and IFE  
B.A., Law, National Autonomous University of Mexico (UNAM)

Memberships: Mexicali School of Lawyers, Baja California

Date of Birth: , Culiacan, Sin. Mexico

Address:

Languages: Spanish and English

Travel: United States (California)

This 10-day program is designed for election counselors with Mexico's Federal Electoral Institute (IFE), an independent election authority that works to strengthen citizen participation in Mexico's elections through nonpartisan election monitoring. This program is designed as a forum the exchange of ideas about election reform that will build on the expertise and achievements of this delegation and their U.S. counterparts.

In addition to traditional sit-down meetings and briefings, the visitors will have opportunities for primary-source, in-the-field observation of the structural framework and policy underpinnings of the U.S. election system.

Program goals:

Participants will leave the US with an increased understanding of the US election system and new professional contacts for continued forward progress in safe guarding and improving election integrity and citizen participation -- -- in both Mexico and the United States. Specifically, these topics will be amplified:

- Advantages and challenges of new voting machine technology
- Absentee voting system
- Participation of women and other historically disenfranchised groups
- Mexican-American perspective on political participation
- Development a user-centered voting system



Gracia Hillman/EAC/GOV  
01/10/2005 05:59 PM

To Paul DeGregorio/EAC/GOV@EAC, Raymundo  
Martinez/EAC/GOV@EAC, DeForest Soaries  
Jr./EAC/GOV@EAC, Juliet E. Thompson/EAC/GOV@EAC  
cc Carol A. Paquette/EAC/GOV@EAC, sbanks@eac.gov,  
dmurphy@eac.gov, aambrogi@eac.gov, Spring A.  
Taylor/EAC/GOV@EAC

bcc

Subject Meeting With Nonprofits

Attached is the draft letter that will be sent to the executive leadership of various nonprofit organizations inviting them to meet with us on Monday, January 24.

Please feel free to email back to me any comments and edits to the letter. My plan is to begin sending out the letters tomorrow (Tuesday).

Via this email, I am asking Julie to make certain I have extended the appropriate invitation for this closed door meeting.

It is also my plan to have a copy of the invitation list for you at tomorrow (Tuesday) morning's Discussion Session.



Mtg with Nonprofits, Jan 11 Invite Ltr.doc

018643

January 11, 2005

**\*\*DRAFT\*\***

Line 1 Name  
Line 2 Organization  
Line 3 Street Address  
Line 4 City, State, Zip

Dear

The U.S. Election Assistance (EAC) Commissioners request your presence at a meeting to be held on Monday, January 24, 2005. The meeting will begin at 1:30 p.m., is expected to last about 90 minutes, and will be held at our offices at 1225 New York Avenue, NW, Suite 1100, Washington, DC 20005.

As you know, the Help America Vote Act of 2002 (HAVA) established EAC to make certain that the law is fully and effectively implemented. The work of your organization brings value to this process. We also feel it is extremely important to have a direct relationship with the executive leadership of the nonprofit organizations that are committed to ensuring that American voters have confidence in the integrity and fairness of our elections. We did not have the opportunity to have such a meeting in 2004 and want to make certain that we do so early in 2005, before we begin our aggressive schedule of public meetings and hearings.

While we want an opportunity to personally share with you the broad based components of our 2005 work plan, it is our desire to have a broader discussion of how America is fairing under HAVA. You have been invited as the head of your organization because it is important that we hear directly from you. Your perspectives inform and bring value to our work as EAC Commissioners. Recognizing that we all rely heavily on expertise within our organizations, you are welcome to bring a member of your staff with you but we also want to emphasize that it is your input that we seek.

I hope you will join us on January 24 and look forward to seeing you then. Please confirm your attendance with my office at 202-566-3111. We will also need to know the name of any one who will accompany you to the meeting. My assistant, Sheila Banks, will provide any additional information you might need.

Best wishes for a wonderful, peaceful and successful New Year.

Sincerely,

Gracia Hillman  
Chair

018644



Sheila A. Banks/EAC/GOV  
01/13/2005 04:22 PM

To Paul DeGregorio/EAC/GOV@EAC, Raymundo  
Martinez/EAC/GOV@EAC, DeForest Soaries  
Jr./EAC/GOV@EAC, Carol A. Paquette/EAC/GOV@EAC,

cc

bcc

Subject January 24 Meeting with Nonprofits

Attached are the letter and distribution list of the organizations invited to the January 24 meeting. Four organizations have RSVPed.



Mtg with Nonprofits, Jan 11 Invite Ltr.doc Distribution List.doc

018640

January 11, 2005

Dear

The U.S. Election Assistance (EAC) Commissioners request your presence on Monday, January 24, 2005, for a discussion of election reform under the Help America Vote Act of 2002. The session will begin at 1:30 p.m., is expected to last about 90 minutes, and will be held at our offices at 1225 New York Avenue, NW, Suite 1100, Washington, DC 20005.

As you know, the Help America Vote Act of 2002 (HAVA) established EAC to make certain that the law is fully and effectively implemented. The work of your organization brings value to this process. We also feel it is extremely important to have a direct relationship with the executive leadership of the nonprofit organizations that are committed to ensuring that American voters have confidence in the integrity and fairness of our elections. We did not have the opportunity to have such a discussion in 2004 and want to make certain that we do so early in 2005, before we begin our aggressive schedule of public meetings and hearings.

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Best wishes for a wonderful, peaceful and successful New Year.

Sincerely,

Gracia Hillman  
Chair

018640

## ORGANIZATION

Association of Community Organizations for Reform Now

ADA Watch/National Coalition for Disability Rights

Advancement Project

AFL-CIO

AFL-CIO Voting Rights Protection Program

African-American Ministers Leadership Conference

American Association of People with Disabilities

American Association of Retired Persons

American Bar Association

American Bar Association

American Civil Liberties Union

American Civil Liberties Union

American Council of the Blind

America's Families United - Voter Protection Project

Asian American Legal Defense and Education Fund

Brennan Center

Center for Community Change

Common Cause

Computer Professionals for Social Responsibility

Dēmos: A Network for Ideas & Action

Electronic Frontier Foundation

Human Rights Campaign

Just Democracy

Just Democracy

Lawyers' Committee for Civil Rights Under Law

Leadership Conference on Civil Rights

League of United Latin American Citizens

018647

League of Women Voters of the United States  
Mexican American Legal Defense & Education Fund  
National Association for the Advancement of Colored People  
National Association of Independent Colleges and Universities  
National Association of Latino Elected and Appointed Officials  
National Association of Protection and Advocacy Systems  
National Coalition on Black Civic Participation  
National Congress of American Indians  
National Council of La Raza  
National Council of Women's Organizations  
National Federation of the Blind  
National Gay and Lesbian Task Force  
National Organization for Women  
National Voting Rights Institute  
Paralyzed Veterans of America  
People for the American Way  
Project Vote  
Project Vote  
Public Campaign  
Rock the Vote  
Southwest Voter Registration Education Project  
U.S. Public Interest Research Group  
United Auto Workers  
United Auto Workers  
United States Student Association (USSA)  
Youth Vote Coalition

018648



Paul DeGregorio/EAC/GOV  
07/20/2005 08:27 AM

To Amie J. Sherrill/EAC/GOV@EAC  
cc  
bcc  
Subject Vendor mtg

Amie,  
Please get for me any emails or letters that were sent out regarding today's vendor discussion and the agenda. Thanks.  
Paul

-----  
Sent from my BlackBerry Wireless Handheld

018649



Brian Hancock/EAC/GOV  
07/19/2005 08:45 AM

To Amie J. Sherrill/EAC/GOV@EAC  
cc  
bcc  
Subject Re: Fw: vendors meeting

Amie,

Thanks. We do not have a list of participants but we do expect all the major voting systems vendors to be in attendance, and representatives from probably 12-15 companies represented in total, either in person or by teleconference. The agenda is simply modified versions of our presentation to the Commissioners last week for vendor review and comment.

We welcome the Vice Chair whenever he has the opportunity to drop in on us.

Brian

Brian Hancock  
U.S. Election Assistance Commission  
1225 New York Avenue, NW, Ste. 1100  
Washington, DC 20005  
202-566-3100  
www.eac.gov  
Amie J. Sherrill/EAC/GOV

Amie J. Sherrill/EAC/GOV  
07/18/2005 11:13 AM

To Brian Hancock/EAC/GOV@EAC  
cc Grant T. Gelner/CONTRACTOR/EAC/GOV@EAC  
Subject Re: Fw: vendors meeting

Brian,

The VC will drop by the vendor's meeting sometime Wednesday afternoon. If there is an agenda and a list of attendees, could you forward that to me so that he can know what and who to expect? Thanks.

Amie J. Sherrill  
Special Assistant to Vice Chairman Paul S. DeGregorio  
U.S. Election Assistance Commission  
1225 New York NW - Suite 1100  
Washington, DC 20005  
(202) 566 3106  
Grant T. Gelner/CONTRACTOR/EAC/GOV

Grant T.  
Gelner/CONTRACTOR/EAC/  
GOV  
07/18/2005 10:25 AM

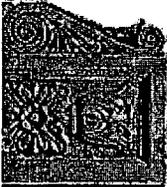
To Amie J. Sherrill/EAC/GOV@EAC  
cc  
Subject Fw: vendors meeting

018650

The info on the vendor meeting is below. Brian would also like to know if Mr. DeGregorio wants to talk at the beginning or end of the meeting.

Grant Gelner  
U.S. Election Assistance Commission  
1225 New York Ave. N.W., Suite 1100  
Washington DC, 20005  
(202) 566-2377

----- Forwarded by Grant T. Gelner/CONTRACTOR/EAC/GOV on 07/18/2005 10:22 AM -----



Brian Hancock/EAC/GOV

07/18/2005 10:19 AM

To Grant T. Gelner/CONTRACTOR/EAC/GOV@EAC

cc

Subject Re: vendors meeting

Grant,  
Vendor meeting is 11:00am to 4:00pm. Ask Amie if the Vice Chair would like to say a few words at the beginning (or end, for that matter) of the meeting.

Thanks.

Brian

Brian Hancock  
U.S. Election Assistance Commission  
1225 New York Avenue, NW, Ste. 1100  
Washington, DC 20005  
202-566-3100  
www.eac.gov  
Grant T. Gelner/CONTRACTOR/EAC/GOV

Grant T.  
Gelner/CONTRACTOR/EAC/  
GOV

07/18/2005 10:17 AM

To Brian Hancock/EAC/GOV@EAC

cc

Subject vendors meeting

Brian,

Aimie wants me to let her know what time that vendors meeting is on wednesday. So when you get a chance just let me know.

Grant Gelner  
U.S. Election Assistance Commission  
1225 New York Ave. N.W., Suite 1100  
Washington DC, 20005  
(202) 566-2377

018651

Raymundo  
Martinez/EAC/GOV  
07/19/2005 01:02 PM

To lgonzalez@naleo.org, jose\_garcia@prldef.org,  
lfigueroa@maldef.org, rlopez@ushli.com, gyagnet@wcvi.org,  
mbuia@chli.org, tripp\_baird@martinez.senate.gov,  
cc Raymundo Martinez/EAC/GOV@EAC, Paul  
DeGregorio/EAC/GOV@EAC, Laiza N.  
Otero/EAC/GOV@EAC, Adam Ambrogi/EAC/GOV@EAC,  
bcc

Subject EAC Hispanic Working Group Meeting -- August 1, 2005

I would like to take this opportunity to thank you for agreeing to participate in the Hispanic Working Group meeting on August, 1, 2005 being organized by the U.S. Election Assistance Commission (EAC). The overall purpose of this meeting is to strengthen the EAC's understanding of the needs of the Hispanic community with regard to implementation of the Help America Vote Act of 2002, as well as the EAC's role in administering the National Voter Registration Act of 1993. We hope to provide an open dialogue for all meeting participants to candidly assess and recommend to the EAC various steps needed to ensure registration and voting accessibility for Hispanic voters.

Attached to this email, you will find several documents that will be discussed at the meeting, including the NVRA mail-in voter registration form (in English and Spanish) and a recently-updated glossary of election terminology. Specifically, we would like to solicit your feedback on the usability and readability of these documents. (Please note that the Spanish translation of the NVRA form was done in 2003 and the EAC is in the process of revising this document to reflect the updated English version that will soon be available.) In addition to these documents, we have also attached a copy of the proposed agenda and a link to a recently-issued report on the National Voter Registration Act commissioned by the EAC. Both the Help America Vote Act and the National Voter Registration Act can be viewed and downloaded via the EAC website as [www.eac.gov](http://www.eac.gov). We encourage you to take a look at our website, as we may also want to discuss during our meeting how the EAC can best utilize the Internet to reach and better serve the Hispanic community.

Once again, thanks in advance for your commitment to this important effort, and for your willingness to participate. I believe that this meeting is a critical step in ensuring that the EAC is responsive to all constituencies as we strive to continually improve the way we conduct elections for Federal office. I look forward to seeing you all on August 1st. If you have any questions or need additional information prior to the meeting, please feel free to call me or Laiza Otero here at the EAC. We can be reached at (202) 566-3100.

Best regards,

Ray Martinez III  
Commissioner

018652



- NVRA-2004-Survey.url



Hispanic Working Group Agenda.doc



Glossary in Excel Format.xls



NVRA form in English.pdf



NVRA form in Spanish.pdf

RAY MARTINEZ III  
Commissioner  
U.S. Election Assistance Commission  
1225 New York Avenue, N.W., Suite 1100  
Washington, D.C. 20005

(202) 566-3100 (W)  
(202) 566-3127 (FAX)  
[www.eac.gov](http://www.eac.gov)

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018653



# U.S. Election Assistance Commission

## Hispanic Working Group Meeting

August 1, 2005

### AGENDA

**U.S. Election Assistance Commission  
1201 New York Avenue, N.W.  
Conference Room  
(12<sup>th</sup> St, NW and New York Ave, NW)  
Washington, D.C. 20005**

This half-day meeting will provide guidance to the EAC as it potentially focuses on research under Section 311 and 312 of HAVA, as well as research under Section 241 and NVRA responsibilities under Section 802. The working group will review two works currently in progress, the readability and usability of the National Mail-In Registration form and the review of the updated List of Translated Election Terms. The working group will assist the EAC in the identification of "Best Practices" relating to methods of effective administration of Federal elections impacting the Hispanic and Spanish-speaking communities.

### Monday, August 1, 2005 (Conference Room)

1:00PM – Welcome – Vice-Chair Paul DeGregorio, and Tom Wilkey, *Executive Director*

1:15PM – EAC background information – Julie Thompson, *General Counsel*

1:30PM – EAC research activities and meeting objectives – Laiza N. Otero, *Research Associate*

1:45PM – Introductions by working group members

2:00PM – Discussion – led by Commissioner Ray Martinez

- Discussion of election administration issues that affect Hispanic and Spanish-speaking voters; recommendations for studies and activities
- Identification of Best Practices relating to methods of effective administration of Federal elections impacting Hispanic and Spanish-speaking voters
- Readability and usability of the National Mail-In Registration form
- Review of the List of Translated Election Terms

4:00PM – Adjourn meeting

## Working Group – Topics for Discussion

- I. HAVA Section 241 – Studies and other activities to promote effective administration of Federal elections
  - This section allows the Commission to carry out studies and other activities with the goal of promoting effective administration of Federal elections. Effective administration methods are to be the most convenient, accessible, and easy to use for voters, including voters with limited proficiency in the English language [§241(a)(1)]. Two of the election administration issues described for study in §241(b), directly refer to voters with limited proficiency in the English language [§241(b)(5) and (b)(14)]. The former describes “methods of ensuring the accessibility of voting, registration, polling places, and voting equipment to all voters” including voters with limited proficiency in the English language. The second issue described is the “technical feasibility of providing voting materials in eight or more languages for voters who speak those languages and who have limited English proficiency.”
  - **Question 1:** What methods do you consider effective in ensuring the accessibility of voting, registration, polling places, and voting equipment to Hispanic and Spanish-speaking voters? – Discuss accessibility for minority language speakers for each component.
  - **Question 2:** What resources are there currently to assist Hispanic and Spanish-speaking voters? How do you rate their level of accessibility?
  - **Question 3:** What materials have proven to be the most effective in your communities in assisting Hispanic and Spanish-speaking voters? - Discuss what would constitute “Best Practices” in each of the areas mentioned before.
  - **Question 4:** What recommendations do you have for research purposes relating to these topics in §241?
- II. HAVA Section 302(a) – Provisional voting
  - If the name of an individual does not appear on the official list of eligible voters at the polling place where he declares to be a registered voter or an election official asserts that the individual is not eligible to vote, such individual shall be permitted to cast a provisional ballot. The section further describes the process by which a voter may cast a provisional ballot.
  - **Question 1:** What particular concerns do Hispanic and Spanish-speaking voters have in regards to provisional ballots? – Some areas to discuss may be provisional voting process, ballot counting, and accessibility of information regarding how the vote was counted.
  - **Question 2:** What type of assistance would be most effective in providing guidance for these voters regarding provisional voting? – Identify “Best Practices.”
  - **Question 3:** What recommendations do you have for research purposes relating to provisional voting?
- III. HAVA Section 302(b) – Voting information requirements
  - Per this section, the following voting information has to be publicly posted at each polling place on the day of each election for Federal office: a sample version of the ballot that will be used for that election; information regarding the date of the election and the hours during which polling places will be open; instructions on how to vote, including how to cast a vote and how to cast a provisional ballot; instructions for mail-in registrants and first-time voters under section 303(b); general information on voting rights under applicable Federal and State laws, including information on the right of a person to cast a provisional ballot and instructions on how to contact the appropriate officials if these rights are alleged to have been violated; and general information on Federal and State laws regarding prohibitions on act of fraud and misrepresentation.
  - **Question 1:** How many States and/or jurisdictions voluntarily provide all or some of the above voting requirements in Spanish? How accessible are they to Spanish-speaking voters?
  - **Question 2:** For jurisdictions covered under section 203 and/or section 4 of the VRA, how effectively are the required voting information materials translated and how available are they to voters? What resources do these jurisdictions utilize to ensure the cultural and linguistic appropriateness of the translated materials?
  - **Question 3:** What materials have proven to be the most effective in your communities? - Identify “Best Practices.”

- **Question 4:** What recommendations do you have for research purposes relating to voting information requirements per §302(b)?
- IV. HAVA Section 303(b) – Requirements for voters who register by mail
- If an individual registers to vote by mail and has not previously voted in an election for Federal office, or the individual has not previously voted in such an election in the jurisdiction and the jurisdiction is located in a State that does not have a computerized list that complies with the requirements of §303(a) the voter will have to submit a copy of an accepted form of identification along with their registration or present the identification in person at the polls on the day of elections. If the person does not have an accepted form of identification when he or she goes to vote at the polls, the individual may cast a provisional ballot. If the person is voting by mail and did not submit identification upon registration the ballot shall be counted as a provisional ballot in accordance with §302(a). Section 303(b) lists the following as forms of identification: current and valid photo identification, current utility bill, bank statement, government check, paycheck, or other government document that shows the name and address of the voter. However, the requirements shall not apply if a voter submits with their registration either a driver's license number or at least the last 4 digits of their social security number and the local election official matches the information with an existing State identification record bearing the same number, name and date of birth as provided in such registration.
  - **Question 1:** How have States expanded the above requirements to require voter identification of all voters when they go to cast a vote in person?
  - **Question 2:** How have voter identification requirements impacted Hispanic and Spanish-speaking voters?
  - **Question 3:** What type of assistance would be most effective in providing guidance for these voters regarding voter identification requirements? – Identify “Best Practices.”
  - **Question 4:** What recommendations do you have for research purposes relating to voter identification requirements?
- V. The National Voter Registration Act (NVRA) was passed by Congress in 1993. It was intended to provide more opportunities for all qualified Americans to register to vote in a manner and method convenient to them. Specifically, NVRA creates a single mail-in form that all states must accept; it places requirements for how state deal with registrations for elections; and it calls on designated state agencies, such as motor vehicle agencies, social welfare and handicapped outreach agencies, as well as military recruitment offices to register qualified individuals to vote.
- Translation of Federal Mail-in Form. The Federal Form created by NVRA needs to be provided in English and Spanish. The Federal Elections Commission, as well as the EAC hired translators to adapt the approved English form to Spanish. Complaints have emerged that a literal translation of the English form is not appropriate for readability and usability purposes. In addition to the form itself, the individual state instructions need to be vetted for the same concerns, usability, understanding of election terms in Spanish, and clarity of instructions.
  - **Question 1:** What constitutes a “good translation” or a “legal translation”—word-for-word, or whether the meaning of the requirement expressed is clearly stated?
  - **Question 2:** Have groups encountered “best practices” in translating their materials for Spanish-language audiences?
  - **Question 3:** Are there any rules on adapting English-approved language to Spanish-translation that is translated for usability, not word-for-word?
  - **Question 4:** Do the state offices that receive the mail-in form appropriately contact voters with errors on the Spanish mail-form? (Dedicated Spanish-speaking employees; letters or calls to registrant by Spanish-speaking professional.)
  - **Question 5:** What recommendations do you have for research purposes relating to this registration form?
- VI. Section 301(a)(4); Alternative Language Accessibility. This provision of HAVA specifies that the voting systems used in federal elections shall provide the alternative language accessibilities specified in section 203 of the Voting Rights Act. This requires that the covered jurisdiction--hundreds of counties, and three entire states--have access to the Spanish-language capabilities on the voting system.

- **Question 1:** How are states able to translate the ballot measures on the voting systems? How would a direct translation of the form interact with a readable Spanish-version of the ballot measure—or election instructions on the DRE or optical scan system?
- **Question 2:** How do localities provide for non-printed language accessibility at the polling place to help them use the voting system (Poll workers, dedicated phone lines with Spanish-language accessibility)?
- **Question 3:** What resources do local election officials utilize to ensure the language on the voting systems is translated appropriately? – Identify “Best Practices.”

VII. The combination of 301(a)(3) [requiring the voting system—DRE or otherwise—to be at least one-per polling place in 2006] and 301(a)(4) [requiring that at each voting system provides alternative language accessibility] means that at least one machine per polling place has accessibility for minority language individuals.

- **Question 1:** This means that even in the jurisdictions not covered by Sec. 203 of the Voting Rights Act, there is the capability for a minority language provision on those voting systems. While not required by law, have groups considered working with local election officials to have a Spanish language option included in growing Spanish-language populations?
- **Question 2:** Have groups done studies to see, aside from the Sec. 203 of the VRA covered territories, the counties where there is an emerging Spanish-speaking population, but no Spanish-translated election materials?



Gracia Hillman/EAC/GOV  
06/27/2005 04:41 PM

To Laiza N. Otero/EAC/GOV@EAC

cc Adam Ambrogi/EAC/GOV@EAC, Amie J.  
Sherrill/EAC/GOV@EAC, Joseph D.  
Hardy/EAC/GOV@EAC, Karen

bcc

Subject Re: Hispanic Working Group Meeting 

August 1 is right in between the EAC meeting and hearing that will be held July 28 in California and the Board of Advisors meeting that will be held Aug 3-5 in Portland.

I will likely still be in Calif on Aug 1.

GHillman

018658