Standards Board Newsletter
April 2016
Volume 3, Issue 1

Executive Board of the Standards Board

Brad King, IN State, Chair
Vacancy, Vice-Chair
Edgardo Cortes, VA State, Secretary
Mark Goins, TN State
Paul Lux, FL Local
Gary Poser, MN State
Jerry Schwarting, SD Local
Rey Valenzuela, AZ Local
Vacancy, State Representative

U.S. Election Assistance Commission
1335 E West Highway • Suite 4300 • Silver Spring, MD 20910
www.eac.gov
Letter from the Chair

Welcome to the 2016 Standards Board Meeting!

Preparations are well underway to welcome you to Carlsbad, California for the April 14-15, 2016 Standards Board meeting. As of this date, 87 members (or their representatives) have confirmed their plans to attend, and so we expect to have not only a quorum, but close to a full house. Some 19 members will be unable to attend. All of us on the Executive Board understand and regret that the demands we share in a presidential election year make any meeting date or location impractical for at least some members.

Our meeting should be an interesting and productive one. Members will have opportunities the day before the meeting begins to visit both nearby Camp Pendleton for an informative session concerning military and overseas voters and to visit the San Diego County election office to see how others perform the important tasks involved in administering an election.

During the meeting, Bob Giles and Greg Riddlemoser, our representatives on the Technical Guidelines Development Committee (TGDC), will update us on the activities and recommendations from that body. Several EAC staff members will provide information regarding topics such as the roll-out of the new EAC website, and voting testing and certification. We will also hear from fellow local election administrators who have assumed new responsibilities: Brian Newby, Executive Director of the EAC, will provide an overview of EAC agency operations, while Cliff Tatum, General Counsel of the EAC, will offer an overview of the federal statute (FACA) which sets forth the basic requirements and framework for the Board’s activities.

Members will also receive a briefing from the Honorable Tom Schedler, Secretary of State of Louisiana, and President of the National Association of Secretaries of State (NASS). FVAP’s Director, Matt Boehmer, will provide information regarding that office’s work on behalf of military and overseas voters, while Merle King of the Center for Election Systems at Kennesaw State University will update us on the status of the State Testing and Certification Consortium.

Our meeting will also include an “open mic” opportunity for members to raise questions and discuss issues with all three Commissioners of the EAC.

During our time together, we will also attend to housekeeping matters, such as conducting an election to fill Executive Board vacancies, and voting on proposed Bylaws amendments. However, the most important housekeeping task may be the reorganization of our committees to give members the opportunity to serve on the bodies which do important work in the times between our meetings of the full membership. Our agenda has an hour set aside on the final day for the EAC Clearinghouse, EAVS (survey), USPS (Postal Service), and VVSG committees to meet to plan their activities, which will continue after we leave Carlsbad. Please carefully consider which committees you may be interested in participating in. The Executive Board will use the information you provide when it designates committee members for the year ahead.

I wish to take a moment to apologize for the recent delays in publishing this Newsletter. To use the Southern California dialect, the Newsletter has been “on hiatus” for some time due to unexpected delays in finalizing our conference meeting location, and due to personal health issues. I hope that this issue marks the return of more regularly scheduled publication of the Newsletter, whose purpose is to keep you informed about Standards Board activities so that we are never totally off of your radar screen.

Finally, the Executive Board wishes to extend our thanks and best wishes to our former Vice-Chair, Sandi Wesolowski, who vacated her position as a local representative earlier this year. Sandi was a dedicated, hardworking member, and a joy to work with on the Executive Board. She will be missed.

See you in Carlsbad!

Brad King, Chair
The Executive Board welcomed several guests who participated in the March conference call: Cliff Tatum, General Counsel of the EAC; Linda Lamone, Chair of the Board of Advisors; Lynn Bailey, Standards Board member and member of the EAVS committee; and DeAnna Smith of EAC staff.

Linda Lamone asked the Standards Board to consider having joint committees with representatives from both the Standards Board and the Board of Advisors to address certain issues, such as the EAVS survey, the EAC Clearinghouse, and USPS concerns. She noted that the two Boards have common purposes, and so having duplicate ad hoc committees on these topics could result in unnecessary delays in their work. The Board discussed this idea, and noted that the Standards Board committees whose work did not overlap with the work of the Board of Advisors (such as the Nominating Committee, and Bylaws committee) would not be designated as joint committees. The Executive Board plans to consider the designation of members to joint committees further when all committees are reorganized at the Carlsbad meeting.

Lynn Bailey discussed the work of the Council of State Governments (CSG) regarding section B of EAVS and the consolidation of duplicate survey questions derived from previous FVAP and EAC surveys. The Executive Board requested that EAC staff schedule a meeting including EAC representatives, Linda, Lynn, and the Chair, to identify priorities regarding the consolidation of survey questions, including not making changes to the survey near a major election, and data format issues.

The Executive Board also discussed the possibility of working with other groups and individuals who have already done some research regarding U.S. Postal Service issues, such as the Bipartisan Policy Center.

In other matters, the Executive Board approved the Nominating Committee’s report, which submitted the names of three Standards Board members as candidates to fill the two current vacancies on the Executive Board. EAC staff indicated that candidate information will be distributed to the full membership shortly and that planning is underway for the mechanics of conducting this election within the Carlsbad hotel. The Board noted that one vacancy is to be filled for the remainder of a six year term (the seat formerly held by Peggy Nighswonger) and one vacancy is to be filled for the remainder of a two year term (the seat formerly held by Sandi Wesolowski). In the same manner that the members of the Board were assigned their initial terms at the Williamsburg meeting, the two winning candidates at Carlsbad will draw colored marbles to determine which of the two terms each candidate will serve.

Cliff Tatum reported that as General Counsel, he had completed his required review of three proposed Bylaws amendments to Article I (Standards Board Authority), Article V (Executive Board Vacancies) & Article VI (Executive Board Duties) and determined that the proposed amendments would comply with federal law and regulations if adopted.

**Announcements**

**Standards Board Meeting**

- Thursday, April 14 and Friday, April 15, 2016, Carlsbad, CA. Please see following agenda.
Agenda [subject to change and approval]

U.S. ELECTION ASSISTANCE COMMISSION
STANDARDS BOARD MEETING
Sheraton Carlsbad
Carlsbad, California
April 13-15, 2016

Wednesday, April 13, 2016
Military Voters Pre-Meeting Event  Camp Pendleton
Tour of County Election Office  San Diego

Thursday, April 14, 2016
7:30-8:30 a.m.  Registration  Foyer of Sunset Ballroom
   Breakfast  Foyer of Sunset Ballroom
8:30-9:00 a.m.  Welcome  Sunset Ballroom
9:00-9:30 a.m.  Call to Order  Sunset Ballroom
Pledge of Allegiance

Roll Call; Determination of Quorum

Welcoming Remarks from the Commissioners
Thomas Hicks, Chair, EAC
Christy McCormick, Designated Federal Officer, EAC
Matthew Masterson, EAC

9:30 a.m. – 9:45 a.m.  Introductory Business  Sunset Ballroom
   Approval of Minutes of April 28-29, 2015 Meeting
   Presentation of Certificates to New Members
   Packet Material Review: Indicating interest in committee service
   Overview of VVSG, Bylaws, EAVS, EAC Clearinghouse, and USPS committees

9:45 a.m. – 10:00 a.m.  Procedures to Fill Executive Board Vacancies  Sunset Ballroom
   Proxy Voting Rules Review
   Proxy Committee Report
   Report of Nominating Committee
   Sample Ballots Distributed
Thursday, April 14, 2016

10:00 a.m. – 10:30 a.m. FACA Responsibilities and role of Board under HAVA
Cliff Tatum, General Counsel, EAC

10:30 a.m. – 11:00 a.m. Overview of EAC Agency Operations
Brian Newby, Executive Director

11:00 a.m. – 11:30 a.m. Grants and Audits
Monica Evans, Grants Director, EAC

11:30 a.m. – 12:00 Noon TGDC Update/Recommendations
Bob Giles, TGDC Representative
Greg Riddlemoser, TGDC Representative

12 Noon – 1:30 p.m. Lunch
Ron Stroman, Deputy Postmaster General, USPS, invited

1:30 p.m. – 2:15 p.m. Testing and Certification
Brian Hancock, Testing & Certification Director, EAC
Mary Brady, NIST

2:15 p.m. – 3:00 p.m. New Website Rollout
Mark Abbott, EAC
Bryan Whitener, Communications Director, EAC

3:00 p.m. – 3:30 p.m. National Association of Secretaries of State Briefing
The Honorable Tom Schedler, Secretary of State of Louisiana, President, NASS
Leslie Reynolds, Executive Director, NASS

3:30 p.m. – 3:45 p.m. Break/Refreshments
Foyer of Sunset Ballroom

3:45 p.m. – 4:30 p.m. Status of State Testing and Certification Consortium
Merle King, Kennesaw State University, Center for Election Systems
Brian Hancock, Testing & Certification Director, EAC

Breakout Nomination Committee
Encinitas Room to certify results
Thursday, April 14, 2016

4:30 p.m. – 4:45 p.m.  Voting Results Announcement  Sunset Ballroom

4:45 p.m. – 5:00 p.m.  Miscellaneous Announcements and Business  Sunset Ballroom

Recess until Friday, April 15, 2016

Dinner  on your own

7:30 p.m.  Executive Board meeting  Leucadia Room

Administration of oath to new members
Approval of past minutes
Election of officers for term beginning April 29, 2016
Review of member interest surveys
Appointments of committee members and chairs

Friday, April 15, 2016

7:30-8:15 a.m.  Breakfast  Foyer of Sunset Ballroom

8:15-8:30 a.m.  Welcome new Executive Board members; Introduction of officers for next year  Sunset Ballroom

8:30-9:00 a.m.  Federal Voting Assistance Program Briefing  Sunset Ballroom
Matt Boehmer, Director, FVAP

9:00 a.m. – 10:00 a.m.  Committee Meeting Breakouts  Sunset Ballroom
VVSG
EAC Clearinghouse  Leucadia Room
EAVS  Encinitas Room
USPS  Solana Room
Bylaws  Carlsbad B Room

Open mic with EAC Commissioners

10:00 a.m. – 10:30 a.m.  Committee Reports  Sunset Ballroom

10:30 a.m. – 10:45 a.m.  Break and Refreshments  Foyer of Sunset Ballroom
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<th>Time</th>
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<tr>
<td>10:45 a.m. - 11:15 a.m.</td>
<td>Discussion and Vote on Proposed Bylaws Amendments</td>
<td>Sunset Ballroom</td>
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<td>11:15 a.m. – 12 Noon</td>
<td>Discussion and Vote on TGDC Recommendations</td>
<td>Sunset Ballroom</td>
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<td>12 Noon</td>
<td>Any remaining announcements or business Motion to Adjourn</td>
<td>Sunset Ballroom</td>
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