

**Minutes of the Public Meeting
United States Election Assistance Commission
Technical Guidelines Development Committee**

1335 East West Highway
First Floor Conference Room
Silver Spring, Maryland 20910

The following are the Minutes of the Public Meeting of the United States Election Assistance Commission (“EAC”) Technical Guidelines Development Committee (TGDC) held on Monday, September 11, and Tuesday, September 12, 2017.

The meeting convened September 11 at 9:11 a.m., EDT. The meeting recessed at 6:00 p.m., EDT.

PUBLIC MEETING

Call to Order:

EAC Commissioner Matthew Masterson called the meeting to order at 9:11 a.m., EDT, welcoming all in attendance.

Pledge of Allegiance:

Commissioner Masterson led all present in the recitation of the Pledge of Allegiance.

Welcome and Introductions

Dr. Kent Rochford, Acting Under-Secretary of Commerce for Standards and Technology, Acting Director of the National Institute of Standards and Technology (NIST) extended his thanks to the committee members for their participation and expertise, presented his thoughts regarding the goal of the meeting, and provided an overview of the two-day meeting agenda.

Commissioner Masterson expressed his appreciation to NIST, the TGDC, EAC staff and the public working groups, for their time, dedication, thoughtfulness and hard work in development of the Voluntary Voting System Guidelines (VVSG) 2.0.

Roll Call:

EAC Commissioners:

Commissioner Masterson called roll of the members of the TGDC and found present: Dr. Kent Rochford, Chair, Linda Lamone, EAC Board of Advisors; Greg Riddlemoser, EAC Standards Board; Marc Guthrie, Access Board; McDermot Coutts, NIST Technical Appointee; David Wagner, NIST Technical Rep; Neal Kelley, EAC Board of Advisors; Diane Golden, NIST Technical Rep; Judd Choate, NASED; Lori Augino, NASED; Robert Giles, EAC Standards Board; Jeramy Gray, NIST Technical Rep. 12 members were present for a quorum.

Review TGDC Charter

General Counsel Cliff Tatum addressed the body to provide a briefing regarding the Charter of the EAC's TGDC Charter in accordance with the Federal Advisory Committee Act (FACA), which included pointing out the composition, role and scope of the committee's activities.

NIST Update

Mary Brady, Voting Program Manager, NIST, provided an overview with respect to the updated development process in connection with VVSG 2.0, which included the creation of three election groups; pre-election, election and post-election, along with the creation of four working groups; usability and accessibility, cybersecurity, interoperability, and testing.

[A moment of silence was observed at 9:37 a.m. in remembrance the many lives lost on September 11, 2001.]

Ms. Brady continued with her presentation to highlight the work that has been done by all four working groups turning the abbreviated requirements into detailed requirements in addition to providing an overview regarding NIST's continued efforts in the development of test assertions.

[The EAC/TGDC recessed at 10:45 a.m. and reconvened at 11:12 p.m.]

VVSG 2.0 Review and Adoption Process/Transitioning Standards

Brian Hancock, Director, EAC Testing and Certification Program, addressed the committee for the purpose of outlining both the review and adoption process of the VVSG 2.0 following adoption of the principles and guidelines by the committee.

EAC Testing and Certification Program Specialist Ryan Macias addressed the committee to discuss the programmatic changes that will be made to EAC's Testing and Certification Program in order to align with the new scope and structure of the VVSG.

Security and Accessibility Meeting Update

Diane Golden, along with David Wagner addressed the committee to summarize some takeaways in connection with their attendance at an EAC-sponsored meeting addressing security and accessibility issues which included the challenges that remain with respect to verification from a paper standpoint for voters with disabilities, a path forward toward requiring auditability through the form of software independence which could be met either through paper or by cryptographic end-to-end systems, unanimous agreement that accessibility, whatever the system is, must be accessible.

Overview and Discussion of Principles and Guidelines

Dr. Sharon Laskowski, of NIST addressed the committee to review Principle 5: Equivalent and Consistent Voter Access; Principle 6: Voter Privacy; Principle 7: Marked, Verified and Cast as Intended; Principle 8: Robust, Safe, Usable and Accessible as drafted by the human factors working group. The committee presented recommended changes.

[Luncheon recess 12:17 p.m. to 1:24 p.m.]

Overview and Discussion of Principles and Guidelines (Continued)

NIST representatives Josh Franklin and Gema Howell addressed the committee to review Principle 9: Auditability; Principle 10: Ballot Secrecy, Principle 11: Access Control; Principle 12: Physical Security; Principle 13: Data Protection; Principle 14: System Integrity; and Principle 15: Detection and Monitoring as drafted by the cybersecurity working group. The committee presented recommended changes that were tracked for further discussion.

[The EAC/TGDC recessed at 2:00 p.m. and reconvened at 2:20 p.m.]

NIST representative John Wack addressed the committee to review Principle: 3 Transparency; and Principle: 4 Interoperability of the guidelines as drafted/recommended by the interoperability working group. The Committee presented recommended changes that were tracked for further discussion.

NIST representative Ben Long addressed the committee to review Principle 1: High Quality Design and Principle 2: High Quality Implementation portion of the guidelines and principles. The committee presented recommended changes that were tracked for further discussion.

[The EAC/TGDC recessed at 3:41 p.m. and reconvened at 4:04 p.m.]

The committee discussed their recommended tracked changes to the VVSG 2.0 guidelines and principles.

Commissioner Masterson pointed out that the committee would be provided with a revised copy of the principles and guidelines reflecting the changes as discussed for consideration the following day, noting that Section 10.2 relating to ballot secrecy would need further discussion/review. He expressed since appreciation to both Robin Sargent and Shirley Hines for the time and effort they put into organizing/preparing for the meeting.

The public meeting of the EAC/TGDC recessed at 6:00 p.m.

The meeting reconvened September 12, 9:03 a.m., EDT. The meeting was adjourned at 12:32 p.m., EDT.

PUBLIC MEETING

Call to Order:

EAC Commissioner Matthew Masterson called the meeting to order at 9:03 a.m., EDT, welcoming all in attendance.

Discussions of Principles & Guidelines:

The committee continued their discussions from Ryan Macia's updated version of line edits distributed the previous day: 15.2, remove 'to the user or Election Official', grammatical/typo edits; 10.2, state requirements/voter record; 10.1, change 'voter anonymity' back to 'ballot secrecy'; 3.3, change 'the public can understand and verify the operations of the voting systems throughout the entirety of the election.'

[The EAC/TDGC recessed at 9:56 a.m. and reconvened at 10:20 a.m.]

Discussions of Principles & Guidelines (Cont'd):

David Wagner made a motion to adopt the Principles and Guidelines, as drafted. Linda Lamone, seconded the motion. The Committee unanimously voted for approval of the draft VVSG 2.0 Principles and Guidelines.

Resolution Presentation:

Diane Golden made a motion to approve a resolution: Ensuring Accessibility and Security. David Wagner seconded the motion. In discussion, General Counsel Cliff Tatum addressed the procedural aspects of submitted resolutions. The Committee unanimously voted for approval of the resolution. Chairman Masterson thanked Diane for her advocacy for pushing forward with the resolution and ensuring that it was captured in the VVSG 2.0.

Greg Riddlemoser made a motion to approve the timeline as outlined in the EAC presentation. Bob Giles seconded the motion. The Committee unanimously voted for approval

Chairman Masterson recognized the Vice-Chair of the EAC, Tom Hicks and thanked him for his participation.

Common Data Format:

John Wack and John Ziurlaj addressed the committee to discuss Interoperability and Common Data Format. John Wack expressed his thanks to the many who have contributed to the project. Mr. Wack went on to discuss a timeline, from the election results reporting spec, election event logs, cast vote records, voter record interchanges, process models, through to cast vote record CDF. John Ziurlaj, a contractor with the Democracy Fund, spoke of how election modeling creates for people outside the field a good basis of understanding of how elections work and helps identify the types of entities and classes and processes that require interoperability. Mr. Ziurlaj reported that they are looking to start work on a glossary and the semantic data model soon, and also looking to build some new common data formats in the area of voter registration or electronic poll books.

Cyber Security Presentation (NIST):

Mary Brady introduced Josh Franklin who provided information on attending DEF CON. Mr. Franklin also spoke of the expanding threat model in voting systems over the years, from accidental events and

natural disasters to nation state phishing attempts of election officials and voting system vendors. He talked about the need for external scrutiny and accessible and auditable voting systems, software independence, risk limiting audits, EDE verifiable cryptographic protocols, meaningful post-election audits, and to start incorporating new cyber hygiene procedures into the election management process for enhanced cyber security awareness.

Critical Infrastructure/MS-ISAC Presentation (DHS/EAC/TGDC)

Juan Figueroa, introduced himself as the Election Infrastructure Subsector, Subsector Specific Agency Team Lead at DHS, addressed the committee to provide an overview of Critical Infrastructure and MS-ISAC, stating that the Elections as Critical Infrastructure designation enables DHS to prioritize assistance to the state election officials Government and he discussed timelines on getting the Coordinating Council (GCC) and Sector Coordinating Council (SCC) in place for information sharing and coordinated strategic planning.

Next TDGC Meeting:

The committee briefly discussed a four to six-month timeframe to plan the next TDGC meeting, keeping in mind the availability of the Chairman, the NIST Director and the Board of Advisors and Standards Board, NASED, and the Assistive Technology Industry Association meetings.

Chairman Masterson thanked the all attendees and members for their hard work and dedication to the EAC.

The public meeting of the EAC/TDGC adjourned at 12:32 p.m. EST.