

Meeting Minutes
United States Election Assistance Commission
STANDARDS BOARD
April 14-15, 2016
The Sheraton Carlsbad Hotel
Carlsbad, California

The following are the minutes of the United States Election Assistance Commission (“EAC”) Standards Board April 14-15, 2016. The meeting convened at 8:50 a.m. PDT on Thursday, April 14, 2016, in Carlsbad, California at The Sheraton Carlsbad Hotel and adjourned on Friday, April 15, 2016, at 11:40 a.m. PDT.

Thursday, April 14

Call to Order

Chairman Brad King called the meeting to order and welcomed participants to Carlsbad.

Welcoming Remarks from the Commissioners

EAC Chairman Thomas Hicks welcomed both new and returning Standards Board members to Carlsbad, provided positive comments regarding the tour of Camp Pendleton and San Diego Registrar of Voters’ Office, expressed his appreciation to the Board members for their hard work during the past year which resulted in the hiring/appointment of Brian Newby as Executive Director for the EAC and Clifford Tatum as General Counsel for the EAC, and provided a brief overview of what he hopes to accomplish during the coming year as Chair of the EAC.

Vice-Chair Matt Masterson thanked the Board members for their attendance during a busy election season and also thanked EAC staff for their hard work in organizing the meeting. He also expressed his appreciation to the Council of State Government (CSG) and the Federal Voting Assistance Program (FVAP) staff for organizing the tour of Camp Pendleton and to Michael Vu and his staff for organizing the tour of San Diego’s Registrar of Voters’ Office. Commissioner Masterson also encouraged all Board members to become involved in the Voluntary Voting System Guideline (VVSG) standard setting process that will serve both their jurisdictions and their voters.

Commissioner Christy McCormick, Designated Federal Officer (DFO) to the Standards Board, echoed the other Commissioners’ thanks to all the participants making the effort and taking time out of their busy schedules

to attend the meeting, encouraged input from the Board members on what the Commission can do to help serve them better, thanked the members of the Executive Board for their dedication and interest in assisting the full Standards Board and voters and provided positive feedback from the tours of Camp Pendleton and San Diego's Registrar of Voters' Office.

Appointment of Parliamentarian

Chair King appointed Clifford Tatum, General Counsel, to serve as Parliamentarian.

Introduction of Executive Board

Chair King introduced the Executive Board as follows: Jerry Schwarting, Rey Valenzuela, Gary Poser, Paul Lux, Mark Goins and Edgardo Cortes, Secretary.

Pledge of Allegiance

Commissioner Christy McCormick led all present in the recitation of the Pledge of Allegiance.

Roll Call

Executive Board Secretary Edgardo Cortes called roll for the Standards Board and found present: Andrew Adams (on behalf of Julie Allen), Anthony Albence (on behalf of Elaine Manlove), Maryellen Allen, Ramon Allende-Santos, Marci Andino, Josie Bahnke, Lynn Bailey, Shirley Black-Oliver, Rachel Bledi, Casey Bradley, Bryan Caskey, Edgardo Cortes, Nikki Charlson, Timothy DeCarlo, Veronica Degraffenreid, Robert Dezmelyk, Caroline Fawkes, Kari Fresquez, Ricardo Garcia Alicea (on behalf of Walter Velez-Martinez), Robert Giles, Beck Glazer, Joseph Gloria, Mark Goins, Barbara K.D. Goeckner, Jackie Gonzales, Lance Gough, Michael Haas, Steve Harsman, Stuart Holmes, Tim Hurst, Keith Ingram, Joseph Iseke, Katherine Jones, Kristin Kellar, Neal Kelley, Douglas Kellner, Lisa Kimmet, J. Bradley King, Dave Kunko, Pauline Lee, Paul Lux, Ryan Macias, Shirley Magarifuji, Maria Matthews, John McGarry, John Merrill, Charlotte Mills, Baretta Mosley, Carol Olson, Maria Pangelinan, Chad Pekron, Gary Poser, Steven Reed, Peggy Reeves, Greg Riddlemoser, Hawley Robertson, Derrin "Dag" Robinson, Rob Rock, Jan Roncelli, Rudy Santos, Marian Schneider, Jerry Schwarting, Dwight Shellman, David Shively, Howard Sholl, Jim Silrum, Jessica Simmons (on behalf of Brian Kemp), Eric Spencer, A.J. Starling, Anthony Stevens, Kris Swanson, Fiti Tavai, Aulii Tenn, Carol Thompson, Maleine Tilei, Layna Valentine-Brown, Reynaldo Valenzuela, Jr., Grant Veeder, Linda Von Nessi, Patty Weeks,

Justus Wendland, Genevieve Whitaker, James Williams, Sally Williams, and Patricia Wolfe.

Chairman King reported that 84 members of the Standards Board were present and he declared a quorum is established.

Introductory Business:

Adoption of Agenda

Chair King called for a motion to approve the agenda as submitted. Lisa Kimmett (MT) made the motion and Paul Lux (FL) seconded the motion. Chair King called for a vote. The motion carried unanimously.

Approval of Minutes

Edgardo Cortes (VA) made a motion to approve the minutes from the April 28-29, 2015, joint meeting of the Standards Board and Board of Advisors as submitted. Keith Ingram (TX) seconded the motion. Chair King called for a vote. The motion carried unanimously.

Introduction of New Members

Chair King recognized the following new members to the Standards Board: Josie Bahnke (AK), Barbara K.D. Goeckner, (WI), Kristin Kellar, (SD), Hawley Robertson (MS), Fiti Tavai (AS) and Carol Thompson (AK).

Review of Meeting Materials

Chair King discussed the meeting materials found in the meeting binders.

Overview of Committees

Chair King introduced Paul Lux, Chair of the VVSG Committee. Mr. Lux provided a brief overview outlining what the task of the Committee encompasses. He encouraged Board members to consider joining the National Institute of Standards and Technology (NIST) and EAC working groups that have been established to work on various portions of the standards.

Chair King provided a brief outline of the tasks associated with the Bylaws Committee, noting that the Committee is currently functioning with the benefit of a Chair.

Lynn Bailey reported that the Election Administration and Voting Survey (EAVS) Committee has been working over the past several months with

both the Council of State Governments (CSG) and the Federal Voting Assistance Program (FVAP) on Section "B" of the EAVS with the goal being to extend into other areas of the survey to improve the overall process.

Chair King provided a brief outline regarding the tasks associated with the formation of the following two new committees, the EAC Clearinghouse Committee and the United States Postal Service (USPS) Committee.

Chair King, as per the bylaws, reappointed the members of the Proxy Committee and designated Gary Poser as Chair.

Chair King recognized Jerry Schwarting of the Nominating Committee, who asked Nominating Committee Board members to pass out ballots to fill two Executive Board vacancies after which Sally Williams (MI), Gary Riddlemoser (VA) and Genevieve Whitaker (VI) provided some brief comments regarding their interest in filling the vacancies and what they would contribute in serving on the Executive Board.

Clifford Tatum, as a point of order, reminded the members that according to the Article VIII of the bylaws, the Chair was to receive notifications of proxy voting from a member if the member wasn't present, the Chair has not received any designations of proxy voting for this particular meeting, so the members who are in attendance are able to vote for the candidates for these open seats. The attendees who are standing in on behalf of your member should not receive a ballot, nor should they cast a vote for any of the candidates who are seeking the Executive Board seat.

Gary Poser (MN) made a motion to accept the report of the Nominating Committee and the report of the Proxy Committee. Lynn Bailey (GA) seconded the motion. The motion carried unanimously.

Presentation of FACA Responsibilities and Role of Board under HAVA

Clifford Tatum, EAC General Counsel, explained that FACA (Federal Advisory Committee Act) was a federal law passed by the Federal Government to regulate and manage the Standards Board, the Board of Advisors, and the Technical Development Guidelines Committee. These three boards are created by statute to advise the Election Assistance Commission on a number of areas listed/set forth in the federal law itself. HAVA requires that the EAC carry out its duties in consultation with these Boards. Mr. Tatum went on to describe the duties and collaboration that the entities are tasked with. Mr. Tatum closed with asking the members of the Standards Board to communicate and participate in the establishment of the agenda and the activities of the Board itself and to communicate with the Executive Committee to move the Boards forward.

Overview of EAC Agency Operations

Executive Director Brian Newby addressed the Board to provide an overview of activities that the EAC has identified as priorities and has accomplished to date through the BeReady16 series which included a roundtable that was held in January of 2016, correspondence with the United States Postal Service in conjunction with FVAP which raised concerns about postal mail and understanding postal mail, and the creation of a webisode.

Mr. Newby outlined other activities that the Commission has identified and is in the process of rolling out in connection with BeReady16 to include the following: Identifying election offices that would be willing to serve as test cases with regard to activities such as election worker training, a disability hearing that will be held in Boston April 27, 2016, the creation of a webisode highlighting the use of e-tools pertaining to line management, office productivity, mobile apps and election management, the creation of a webisode related to UOCAVA, a tutorial on how to complete the EAVS and NVRA list maintenance.

Chair King welcomed Dana DeBeauvoir of Texas.

Grants and Audits Presentation

Mark Abbott, Grants/Financial Expert, EAC, gave a quick overview of HAVA funds, on funding status based on the reports received from the states and territories, including the funds remaining, the audit status, and scheduling of audits, now that an Inspector General has been appointed, and an update on guidance and technical assistance by the Office of Grants and Payment Management. Mr. Abbott encouraged states to check the website and see if there are funds remaining in HAVA waiting to be distributed. He emphasized that the EAC offers pre and post-technical assistance for OIG audits. Mr. Abbott applauded the Commissioners for giving some authority back to the Grants Office to work with grantees and states on figuring out how to administer funds quickly and effectively, and get needed answers. The new website will be changing advisory opinions to a Q&A format, so that they're easy to search, easy to find.

The Board recessed at 10:48 a.m. and reconvened at 11:09 a.m.

Technical Guidelines Development Commit Update/Recommendations

Bob Giles, Director of the New Jersey Division of Elections explained that the TGDC is tasked with developing the Voluntary Voting System Guidelines. The TGDC established three public working groups; one for pre-election, chaired by Lori Augino from Washington; one for Election

Day, chaired by Mr. Giles; Linda Lamone from Maryland is chairing the post-election working group. The TGDC also established constituency groups; cyber security, human factors, interoperability and testing with the goal of getting input from everyone via a newly created TWiki page. Mr. Giles discussed the scope of the VVSG and invited public feedback to the committee to continue building out the process.

Dr. Sharon Laskowski, National Institute of Standards and Technology, NIST, added that the idea to revise the VVSG structure is to promote flexible standards, support commercial off-the-shelf systems and innovation in voting systems. She outlined NIST's goals in revising the VVSG structure and explained the development of use cases for electronic poll books, ballot marking, ballot delivery, ballot on demand and auditing, along with an overview of the development of the following principles and guidelines: Equivalent and consistent, cast as marked, marked as intended, tested for usability, meets performance standards for usability and accessibility. Dr. Laskowski encouraged Board members to contribute/provide feedback regarding the standards and to consider taking part in the public working groups.

The Board recessed for lunch at 12:07 p.m. followed by the following Luncheon Speaker – United States Postal Service (USPS) commencing at 12:42 p.m.

Ronald Stroman, Deputy Postmaster General, United States Postal Service, addressed the Board to provide an overview of the challenges that the USPS's faces surrounding the timely and accurate delivery of ballots which includes complexities related to states which vary from state to state in addition to issues surrounding postmarks/collection times. Mr. Stroman also discussed the use of election mail coordinators, a recent change in the service standard for first-class mail which became effective January 2016, the consolidation of mail processing facilities, the utilization of mail piece analysts and intelligent mail barcodes and to emphasize the importance of ongoing communication in order to identify and solve problems quickly.

Recess from 1:33 p.m. until 1:55 p.m.

Testing and Certification Presentation

Brian Hancock, Director, EAC Testing and Certification Division, provided a brief update on internal changes that have taken place within his division which included the departure of Megan Dillon and the addition of Ryan Macias who will be joining the Testing and Certification Division beginning May 2nd, 2016. Mr. Hancock also updated the Board members on the following topics: The number of voting systems currently undergoing

testing, system modifications that are currently undergoing the test report phase, an overview of the Managing Election Technology series, the development of an RFP clearinghouse for voting systems and e-poll books, post-certification activities, activities surrounding the quality monitoring program and the state requirements mapping for voting systems project.

Mr. Hancock pointed out that he will be working with Chair Tom Hicks regarding the possibility of recognizing the 10th year anniversary of the Testing and Certification program at EAC's December 2016 public meeting.

New Website Rollout Presentation

Bryan Whitener, Communications Director, EAC, along with Mark Abbott provided an overview of both the improvements/enhancements that were made to EAC's existing website during the past year based upon input from the Board and other stakeholders and to also highlight/demonstrate various aspects of what the new website will look like, which is anticipated to be rolled out by late summer 2016. Mr. Whitener emphasized that the overriding goal with the website is to serve as a clearinghouse in addition to educating voters, advocates, researchers and the media. The floor was open for both questions and further suggestions on ways to enhance the new website.

National Association of Secretaries of State (NASS) Briefing

Leslie Reynolds, Executive Director, NASS, discussed some of the challenges that NASS sees heading into the 2016 Presidential election along with an overview of the various resources that it provides states to help deal with unanticipated problems that they will encounter to include toolkits, media points, sharing of information/best practices, information fathering, engaging in research initiated by the media or by the Secretaries of States themselves. Ms. Reynolds also provided an overview of election ready resources available to voters on NASS's website canivote.org website. She also reported briefly on a recent in-house NASS IT Tech Talk roundtable that was held in Washington, D.C.

The Honorable Tom Schedler, Secretary of State of Louisiana, President, NASS, further expounded both on what Louisiana has been doing to prepare for the 2016 Presidential election including implementation of the GeauxVote.com phone app and online voter registration and also on what NASS as an organization has done to help states prepare. Secretary Schedler further addressed the Board regarding the importance of the Honor Vets Program.

The Board recessed at 3:39 p.m. and reconvened at 4:06 p.m.

Status Report of State Testing and Certification Consortium

Merle King, The Center for Election Systems, Kennesaw State University, and Brian Hancock, Testing and Certification Director, EAC, addressed the Board regarding various attributes of the State Conference on Voting System Testing and Certification to include: It is national in scope; it is a state-centric conference in that it covers issues that states deal with in testing and certification, which overlap many issues of federal certification, but then folds in unique attributes and challenges of testing at the state level; it recognizes that for the most part states have moved beyond just testing voting systems and are testing election systems; mentoring is a big part of the conference; the purpose of the conference is all about sharing of information, experience and best practices; it creates a venue for publishing research, methods and strategies; the conference helps re-boot the relationship between election officials and the academic community; there is no conference related cost to attend; everyone who attends must contribute; and, all research and presentations are published by the Indiana VSTOP on their website. Also discussed was the origin and history of the conference and the growth in attendance each year, relationships that have developed out of the conference, topics that were covered in previous years' conferences and a brief overview of the agenda items that will be covered in the upcoming 2016 conference.

Dr. King and Mr. Hancock encouraged each state to seriously consider sending representation to this year's event which will be held June 20-21, 2016, on the campus of MIT which will be jointly hosted by the University of Connecticut, the New Hampshire Secretary of State's Office and the Office of the Commonwealth of the Secretary of Massachusetts.

Report of Certification Committee

Gary Poser (MN) announced that he observed the Nominating Committee as ballots in connection with the election certification were cast, counted and processed and they were done so according to the association's bylaws.

Voting Results Announcement

Jerry Schwarting announced the following members that were selected to fill the two vacant spots on the Executive Board governing the Standards Board as follows: Sally Williams (MI) for a six-year term; and, Genevieve Whitaker (VI) for a two-year term. Terms were assigned through a drawing.

The meeting recessed at 4:50 p.m. PDT

Friday, April 15, 2016

Chair King called the meeting to order at 8:34 a.m.

Introduction of New Executive Board Officers

Chair King announced that the Executive Board elected the following officers for the coming year, which commences April 29, 2016: Mark Goins (TN), Chairman; Edgardo Cortes (VA), Vice-Chair; J. Bradley King (IN), Secretary. Mr. King further noted that Mr. Goins has agreed to fill the current vacant position of Vice-Chair on the Standards Board in the interim until April 29, 2016.

Appointment of Committee Members and Chairs

Chair King announced that Jerry Schwarting will be chairing the Nominating Committee. Mr. Schwarting introduced the members of the Committee are as follows: Steve Harsman, Rob Rock, Lisa Kimmett and Lynn Bailey.

Chair King announced that he will be chairing the Bylaws Committee and introduced the members of the Committee are as follows: Gary Poser, Howard Sholl, Grant Veeder, Maria Pangelinan, Mike Haas and Kris Swanson.

Chair King announced that he will be chairing the Resolutions Committee and introduced the members of the Committee are as follows: Layna Valentine-Brown, Justus Wendland, Doug Kellner and Genevieve Whitaker.

Chair King announced that he will be chairing the Executive Director Search Committee and introduced the members of the Committee are as follows: Steve Harsman, Edgardo Cortes, Carol Olson, Rob Rock, Maryellen Allen, Josie Bahnke and Jan Roncelli.

Chair King announced that Paul Lux will be chairing the VVSG Committee. Mr. Lux introduced the members of the Committee are as follows: Robert Dezmelyk, Lance Gough, Katherine Jones, Angie Rogers, Marian Schneider, Reynaldo Valenzuela, Jim Silrum, Kari Fresquez, Keith Ingram, Sandra Pinsonault, Dwight Shellman, Linda Von Nessi and Tim Hurst.

Chair King announced that Gary Poser will be chairing the Proxy Committee. Mr. Poser introduced the members of the Committee are as

follows: Patricia Wolfe, Maria Pangelinan, Justus Wendland, and Marci Andino.

Chair King announced that Edgardo Cortes will be chairing the EAVS Committee. Mr. Cortes introduced the members of the Committee are as follows: Gary Poser, Lynn Bailey, Carol Thompson, Patricia Wolfe, Stuart Holmes, Nikki Charlson, Lisa Kimmet, Howard Sholl, Michelle Tasanari, Mark Thomas and Marci Andino.

Chair King announced that Genevieve Whitaker will be chairing the Clearinghouse Committee. Ms. Whitaker introduced the members of the Committee are as follows: Brad King, Maria Matthews, Dave Kunko, Michael Haas, Veronica Degraffenreid, Joseph Gloria, Rudy Santos, Patty Weeks and Sally Williams.

Chair King announced that Sally Williams will be chairing the USPS Committee. Ms. Williams introduced the members of the Committee are as follows: Brad King, Barbara Goeckner, Justus Wendland, Edgardo Cortes, Derrin "Dag" Robinson, Carol Olson, Josie Bahnke, Jackie Gonzales, Charlotte Mills and David Shively.

Federal Voting Assistance Program (FVAP) Briefing

Matt Boehmer, Director, FVAP, provided an update on the Federal Voting Assistance Program. The role and mission of FVAP is to make sure that service members, their families and citizens living overseas are aware of their right to vote and to have the tools and resources they need to do so. The law behind FVAP is the Uniform and Overseas Citizens Absentee Voting Act (UOCAVA). Mr. Boehmer discussed the unique challenges facing these voters and described some of the research efforts being undertaken. He described unique barriers to voting for people overseas and efforts that FVAP has undertaken to overcome those barriers. Mr. Boehmer emphasized the production of, and use of, new and different outreach materials such as microsites, direct mail along with digital and social media.

The Standards Board recessed at 9:40 a.m. followed by committee meeting breakout sessions

Open Mike Session with EAC Commissioners

Jackie Lynn Nutting, President, Institute for Fair Elections, addressed the Commissioners to provide an overview of results that were gathered during an audit of voter registration lists from counties comprising 15 states, with particular focus on California.

Peggy Reeves (CT) addressed the Commissioners to express concern regarding action taken by EAC's Executive Director with respect to proof of citizenship in three states and whether policy was changed by doing so. Commissioner Masterson explained that while he could not expound on the subject due to pending litigation, he provided assurance that the EAC remains focused, committed and collegial in all other areas that it is working on while this matter is in the process of being sorted out.

Recess from 10:08 a.m. to 10:49 a.m.

USPS Committee Report

Committee Chair Sally Williams reported that the newly formed Committee started working on outlining/categorizing recommendations and best practices in the way of interactions with the Postal Service, education for voters and support for election officials.

EAVS Committee Report

Committee Chair Edgardo Cortes reported that the Committee will be holding monthly meetings via teleconference between the present time and the summer months to take look at Section "A" of the survey in addition to working with the EAC to receive their feedback in connection with the survey.

Bylaws Committee Report

Committee Chair Brad King reported that the Committee reviewed the three proposed amendments contained in the agenda materials for presentation later in the meeting in addition to identifying other areas of the bylaws that may warrant further amendments in the future.

VVSG Committee Report

Committee Chair Paul Lux reported that the Committee met and discussed its goals with regard to reviewing the standards. He noted that the Committee will begin meeting every other month via conference call and thereafter more often as it begins to see things that it can actually review.

Report of Clearinghouse Committee

Committee Chair Genevieve Whitaker reported that the Committee discussed what its actual scope is in addition to discussing utilization of EAC's website to provide feedback as a Committee, identifying key

stakeholders in terms of information sharing and the use of survey tools to gather information from election officials.

[Chair King relinquished his role to Mark Goins (TN) for the following action:]

Discussion and Vote on Proposed Bylaws Amendments

The following three (3) amendments were introduced as motions to amend the bylaws by Brad King (IN) as follows:

Article I – to be amended to reference the current charter filed April 13th, 2015, and to be renewed every two years. Paul Lux (FL) seconded the motion to amend Article I. Acting Chair Goins called for a vote. The amendment passed unanimously.

Article V - to be amended related to updating references concerning the dates for maintaining balance between state and local representatives on the Executive Board in addition to vacancies; and continued service on the Executive Board in cases where a vacancy occurs more than 90 days before a member's term expires and also when a vacancy occurs 90 days or less before a member's term expires. Gary Poser (MN) seconded the motion. Acting Chair Goins called for a vote. The amendment passed unanimously.

Article VI.1.g - to be amended to clarify the role of the Parliamentarian with regard to the conduct of meetings and to correct a misspelling of Robert's Rules of Order. Edgardo Cortes (VA) seconded the motion. Acting Chair Goins called for a vote. The amendment passed unanimously.

Discussion and Vote on TGDC Recommendations

Commissioner Masterson led a discussion on whether the Board wants to support/weigh in on moving forward with the guiding principles that NASED and the TGDC had reviewed/discussed at the last TGDC meeting in order to help the working groups, NIST and the EAC with drafting of the VVSG. Commissioner Masterson pointed out that the TGDC through consensus had agreed on the principles. Gary Poser (MN) made a motion to adopt the following NASED principles to be used as the guiding principles to develop the TGDC project charter in the next set of VVSG.

1. To assess the ability of the election systems to correctly execute secure usable and access elections in the jurisdictions in order to provide assurance to voters that the election is an accurate reflection of the voter's will.

2. To enable, not obstruct or impede innovation and needed response to changing statutes, rules or jurisdictional and voters' needs.
3. To provide deployable systems and system modifications in a timely manner based on generally recognized elections calendars and schedules.
4. To provide an open and transparent process that allows voters and election jurisdictions to assess the performance and capability of the election systems.
5. To provide a set of testable requirements those jurisdictions can understand and use to procure and evaluate the performance of election systems.

Anthony Stevens (NH) seconded the motion. Chair King called for a vote. The motion carried unanimously.

Commissioner Masterson also provided a brief overview regarding the steps that will be associated in moving forward with addressing the scope of the VVSG.

Paul Lux (FL) made a motion to adopt the high level guidelines to requirements to test assertions as outlined by Bob Giles and Dr. Sharon Laskowski, NIST, during their presentation from the previous day. Keith Ingram (TX) seconded the motion. Chair King called for a vote. The motion carried unanimously.

Board Member Comments/Questions

Dana DeBeauvoir (TX) inquired into what message does the Board want states to carry home should they be questioned regarding the action by EAC's Executive Director pertaining to proof of citizenship within three states. Commissioner Masterson thanked Ms. DeBeauvoir for bringing this concern forward, noting that he provided guidance on this same topic which was raised during the open mike session.

Closing Remarks

Chair King pointed out that the meeting of the Standards Board was properly noticed in accordance with FACA, opportunity for comment was provided and in addition to the open mike session one additional comment was received which would be incorporated into the record of the meeting. The Board expressed its appreciation to the EAC through a round of applause.

Commissioner Christy McCormick expressed her gratitude to EAC staff for their hard work in putting the conference together. She also expressed her sincere appreciation to Chair King for his work serving as Chair of the

Standards Board during the past year in addition to thanking all Board members for their attendance and invaluable work that they perform on behalf of their jurisdictions and voters.

Adjournment

With there being no further business to come before the Standards Board, Chair King asked for a motion to adjourn the meeting. Genevieve Whitaker (VI) made a motion to adjourn which was seconded by Edgardo Cortes (VA). The motion carried unanimously.

The meeting of the Standards Board adjourned at 11:40 a.m. PDT

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