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ADMINISTRATIVE SERVICES COMMITTEE - BOARD OF ELECTIONS

Tuesday, December 5, 2023

10:30 a.m.

MINUTES

ATTENDEES

Legislators Dennis Mullen, Jake Brown, Ronald Ciotoli, and William Standinger.
Commissioners James Wahls and Kelly Johnson.
Guests: Martha Sauerbrey (Legislative Chair), Peter DeWind (County Attorney), Cathy Haskell (Legislative Clerk).

APPROVAL OF OCTOBER MINUTES

Motion by Legislator Brown, seconded by Legislator Ciotoli, all in favor, carried.

FINANCIAL

Board of Elections YTD Budget Report was presented. Reimbursement was received from Cybersecurity grant for penetration testing.

The TIER grant extension application was approved by OGS, so BOE can now make expenditures and claims towards that grant – see resolution to purchase voting machines.

OLD BUSINESS

See October minutes. The 2023 General Election saw a total of 5,795 ballots cast, for appx. 18% total turnout. Of those, 378 cast a ballot during Early Voting. We issued a total of 792 absentee ballots, and 458 of those were received.

The transition of election inspectors to county employee status will begin in January. A letter to the inspectors has been drafted, but another meeting with all departments involved will be scheduled to finalize details. See resolution to authorize creation of election inspector positions.

NEW BUSINESS

Fire district elections are this month. The Board has been providing voter lists to the various districts upon request.

Governor Hochul recently signed the Early Vote by Mail law, effective January 1, 2024. This law will allow voters to apply for an early mail-in ballot without an excuse. The processing of these mail-in ballots will be almost identical to that of absentee ballots, but

the Board will have to purchase a new supply of envelopes with the correct verbiage. The law is currently under litigation.

The Board is due to upgrade the Dominion Election Management System software and associated hardware. The software upgrade is covered under our maintenance agreement with Dominion, but the Board will be responsible to purchase the hardware. Much of the hardware expense, if not all, will be reimbursable from grant funds.

The Board has begun gathering data for the NYS Board of Elections' 2023 Annual Survey, which is due in January.

PERSONNEL

Commissioner Layman retired as of December 2nd, and Kelly Johnson has been appointed as Republican Commissioner.

Commissioner Johnson has selected James A. Hoover, II for her Deputy Commissioner – see resolution.

The Republican Part-Time Clerk position was vacated in November and the position remains unfilled.

The Republican Part-Time Election Worker position that was vacated in the summer was filled in November by Tiffanie Middendorf. The other Republican Election Worker position was vacated just prior to the General Election and remains unfilled, but several people are interested.

RESOLUTIONS

The resolutions listed below were presented. All resolutions were approved by the committee.

- Authorization to purchase nine (9) voting machines
- Authorize creation of Election Inspector (Seasonal) positions
- Appointment of Republican Deputy Commissioner of Elections Board
- Authorize 2024 Salaries/Wages for Board of Elections

Legislator Brown made a motion to enter executive session to discuss personnel. Motion approved and executive session commenced at 11:25 am. Executive session adjourned at 11:29 am.

Meeting adjourned.