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ADMINISTRATIVE SERVICES COMMITTEE – BOARD OF ELECTIONS  
TUESDAY, May 7, 2024  
10:30 a.m.  
**MINUTES**

ATTENDEES

Legislators Dennis Mullen, Jake Brown, Ron Ciotoli, Bill Standing.  
Commissioners Kelly Johnson and James Wahls.

Guests: Cathy Haskell, Legislative Clerk; Martha Sauerbrey, Legislative Chair

APPROVAL OF MINUTES

No minutes to approve.

FINANCIAL

Year-to-Date Budget Report was presented.

Claims were submitted for Absentee Ballot Pre-Paid Postage Grant for \$19,360.57.

OLD BUSINESS

No April minutes since Committee Meeting was held on Election Day. An update was provided in lieu of an agenda, and approval of March minutes was sent to us via email.

NEW BUSINESS

The Presidential Primary was successfully completed and certified timely.

Redistricting from Congressional District 19 to District 23 was completed.

There will be no June Primary for Tioga County, pending litigation for both REP and DEM for the office of US Senate.

Mail Check postcards mailed out to voters on April 29. BOE will process information obtained from USPS upon receipt of returned cards.

Shapefiles, completed by Bryan Goodrich, were imported into our voter registration software May 6<sup>th</sup> to eliminate the need for manual entry of local districts and reduce risk of jurisdictional errors. The shapefile processing could not be completed

due to an unspecified error indicating a potential issue with our hardware specs, which is under review by NTS.

Commissioners met with Granicus representative, Jeremy (IT), and Legislator Sauerbrey regarding a county-wide communication platform. BOE is looking to utilize this software specifically to get out important election information and improve communication with election inspectors. Legislator Sauerbrey provided an update, indicating that the county is not prepared, at least not yet, for such a large undertaking. This would be something for our future County Administrator to investigate with the assistance of ITCS, but ITCS may need more staff first.

Legislator Standinger asked if the Commissioners had any additional information regarding the transition to even-year elections for most local offices. The Commissioners only have what has already been provided from the State, but Cathy Haskell shared that the County Attorney has been working to get more information from NYSBOE counsel and other county attorneys, and investigating whether Tioga County can join litigation against this new law.

#### PERSONNEL

Michaela Nelson, new PT voting machine technician, attended Dominion EMS training April 23-25 in Greene County.

14 new election inspectors completed training in an all-day workshop on April 24 with election inspector training half the day and employee training/paperwork the other half. Doreen Holbrook administered the county employee training. Lunch was provided. 16 more new inspectors are scheduled for May 8<sup>th</sup>.

Commissioner Johnson will be out for approximately 8 weeks beginning May 30<sup>th</sup> due to a surgical procedure.

RESOLUTIONS/PROCLAMATIONS - None

Meeting adjourned.