

THE MEETING OF  
THE COMMISSIONERS OF ELECTIONS  
HELD ON TUESDAY, DECEMBER 13, 2011  
AT 1:30 P.M.  
42 BROADWAY, 6<sup>th</sup> FLOOR, COMMISSIONERS' HEARING ROOM  
NEW YORK, NY 10004

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PRESENT: President Juan Carlos "J.C." Polanco  
Secretary Gregory C. Soumas

Commissioners Araujo, Barrera, Dent, Schacher, Stupp, Umane

Dawn Sandow, Deputy Executive Director  
Pamela Perkins, Administrative Manager  
Steven H. Richman, General Counsel  
John Ward, Finance Officer  
Dorothy Delayo, Director, Personnel  
Valerie Vazquez, Director, Communications and Public Affairs  
Raphael Savino, Director, Campaign Finance Reporting Enforcement  
Daniel Lavelle, Supervisor, Phone Bank and Front Counters  
Giacomo Kmet, Temporary Attorney, OGC  
James Barron, Temporary Attorney, OGC  
Charles S. Webb, III, Counsel to the Commissioners  
Steven B. Denkberg, Counsel to the Commissioners

GUEST: Kate Doran, LWV  
Jerome Koenig  
Liz Brown, for Council Member Gale Brewer  
Stewart Armstrong, CFB  
Alex Camarda, Citizens Union  
Kevin Maloney, Citizens Union  
Cathy Gray  
John D. Smith  
A.B. Britton  
Sarah Dorsey

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President Polanco called the meeting to order at 1:38 P.M.

Commissioner Araujo requested to discuss a Queens personnel matter in Executive Session.

President Polanco noted that Commissioner Barrera joined the meeting.

Commissioner Schacher moved to approve the minutes of the November 29, 2011 and December 6, 2011 meetings. Commissioner Stupp seconded the motion, which was unanimously adopted.

President Polanco noted that Commissioner Dent and Secretary Soumas joined the meeting.

Ms. Vazquez presented the 2011 Post Election Review. She distributed copies of her draft report to the Commissioners. President Polanco noted that this draft report was previously emailed to the Commissioners. Ms. Vazquez stated that 184,265 registered voters cast their ballot in sixteen (16) contests citywide, which is a five (5) percent voter turnout rate, in the 2011 General Election. In preparation, the Board worked to minimize Election Day problems to ensure voters were comfortable and confident using the new voting system. Ms. Vazquez

stated that since the 2010 election cycle, the Board took steps to strengthen Election Day operations such as improving and refocusing the training of thousands of Poll Workers, visiting each poll site to assure the site meets Election Day needs, and securing permission from the Department of Justice (DOJ) to post online sample ballots prior to the Election to enable voters to become familiar with their specific ballot and be better prepared to vote. As the Board managed the significant transition to the new voting system, it was mindful that it strive to control costs and deploy resources to areas where they were needed. Ms. Vazquez stated that the Board's top priority is to ensure that Election Day runs as smoothly as possible. She stated that a trained Poll Worker is an essential element of any successful Election Day. For the 2011 Election, Board Staff entered 16,623 new Poll Workers into the computer system. Of these applicants, 4,232 were new Poll Workers recommended by the two (2) major county organizations. The remaining 12,391 were recruited by various means including the Board's Poll Worker and Interpreter recruitment activities, and coordination with other community groups such as Citizens Union (CU) and The City University of New York (CUNY). Ms. Vazquez stated that the Board originally projected that 36,432 Poll Workers would be needed to conduct the 2011 General Election. As Election Day neared, the Board recalculated and assigned 33,930 Poll Workers to poll sites. Of those

assigned, 28,562 Poll Workers actually worked on November 8, 2011. Of the Poll Workers who worked during the 2011 General Election, 46.5 percent were assigned by the two (2) major county organizations and 53.5 percent resulted from various recruitment activities. The Board took measures to ensure timely payment for Poll Workers who served during the 2011 General Election. The first batch of 28,641 Poll Worker paychecks were mailed on December 9, 2011 and a second batch of 217 paychecks are scheduled to be mailed on December 23, 2011. This second batch of paychecks may be a result of several factors such as the Poll Workers may have additional jobs which needed further NYCAPS verification, or further validation was needed via telephone calls or mail.

Ms. Vazquez stated that for the 2011 General Election, the Board projected a total cost of approximately \$1.5 million for ES&S vendor support to assist in the pre-election testing and recanvassing of votes throughout all five (5) boroughs. Due to these tasks being completed ahead of schedule, the Board was able to reduce the overall cost by over \$777,000. Since the 2010 election cycle, the Board decreased the amount spent on ballots from over \$14.5 million dollars to under \$6 million dollars. While fewer primaries were held in 2011, the Board decreased the amount spent on ballots through costs reduction efforts including ordering ballots

for 75 percent of eligible voters for 2011 Elections (a decrease from 2010 when ballots were ordered for 110 percent of eligible voters), and significantly decreasing the amount of Affidavit and Test ballots.

Ms. Vazquez stated that in July 2011, the Commissioners voted to increase the number of eligible voters able to use a single scanner for the November 2011 General Election. She stated that due to the decreased number of scanners needed for the 2011 General Election, the Board was able to reduce scanner transportation costs and minimize the number of supply bags required which resulted in a savings of over \$75,000. In addition, the reduced number of scanners decreased the number of Poll Workers required by approximately 684, which resulted in an additional cost savings of \$136,800.

Ms. Vazquez stated that given the limited number of contests in 2011, the Board has achieved considerable cost savings on overtime expenditures and transportation. The Board's year-to-date overtime pay currently stands at approximately \$2,386,000 which is more than a \$3,000,000 reduction from the previous Election cycle. For the 2011 Primary and General Elections, the Board saved over \$275,000 on

Election Day car service costs. In addition, the Board has decreased after-hours transportation costs by more than \$562,000 since 2010.

Ms. Vazquez stated that during 2011 election cycle the Board's Phone Bank received 36,900 calls. The most common telephone discussions concerned election events, Poll Worker applications, and voter registration applicants.

Ms. Vazquez stated that the Board upgraded its Fleet Management System to allow the tracking of its inventory of consumables and non-consumables. This system update was done internally by Board personnel for a reduction of approximately \$50,000. This cost savings assists in the implementation of the Radio Frequency Identification (RFID) tags. This technology allows the Board to more efficiently track the locations of the Board's assets electronically.

Ms. Vazquez stated that the Board also launched a new recycling program that focuses on reusing items from each Election. This program aims to cut down on the amount of new supplies needed for each Election by recycling signage, table displays, badge holders, and many other items. For example, for the 2012 Presidential Primary, the Board will recycle table

top displays and badge holders from the 2011 Election for a total savings of \$118,750.

Commissioners Schacher and Dent thanked Ms. Vazquez for the comprehensive report. Commissioner Dent asked if the report can be shared with the local Community Boards. President Polanco advised that a vote by the full Board is needed. Commissioner Dent moved to authorize Ms. Vazquez to release the report to the public and to the press. Commissioner Schacher seconded the motion. Before a vote, Commissioner Umane requested for an amendment to include the total amount of savings since the prior election years in order to demonstrate a better summary and comparison. Commissioner Dent moved to authorize Ms. Vazquez to release her report to the public and the press, and to post it on the Board's website, and to include Commissioner Umane's amendment. Commissioner Schacher seconded the motion, which was unanimously adopted.

Mr. Ward presented the Comparative Expenditures Report dated December 13, 2011. A copy of the report is in the agenda.

Commissioner Dent requested to discuss a Brooklyn personnel matter in Executive Session.

Commissioner Stupp requested to discuss a Queens personnel matter in Executive Session.

President Polanco moved to convene an Executive Session to discuss personnel matters. Commissioner Umame seconded the motion, which was unanimously adopted.

Following the Executive Session, the open public meeting resumed and President Polanco reported on the actions taken in Executive Session:

- I. The Commissioners unanimously accepted the Director of Personnel's recommendation for the process of appointing temporary employees;
- II. The Commissioners unanimously directed Board Staff to seek the establishment of a new personnel code for short term temporary employees.

President Polanco moved to adjourn the meeting. Commissioner Umame seconded the motion, which was unanimously adopted.



The next stated meeting of the Commissioners is scheduled for Tuesday, December 20, 2011 at 1:30 P.M.