

MEETING OF THE COMMISSIONERS OF ELECTIONS
IN THE CITY OF NEW YORK
HELD ON WEDNESDAY, JUNE 26, 2019 AT 1:00 P.M.
42 BROADWAY, 6th FLOOR, COMMISSIONERS' HEARING ROOM
NEW YORK, NY 10004

PRESENT: President John Wm. Zaccone
 Secretary Patricia Anne Taylor

Commissioners Jose Araujo, Miguelina Camilo, John Flateau,
Simon Shamoun, Robert Siano, Tiffany Townsend, Frederic M. Umane

Dawn Sandow, Deputy Executive Director
Pamela Perkins, Administrative Manager
Georgea Kontzamanis, Operations Manager
Steven H. Richman, General Counsel
Raphael Savino, Deputy General Counsel
Travis Grodin, Contract Attorney, Office of the General Counsel
Valerie Vazquez, Director, Communications & Public Affairs
Steven Guglielmi, Director, Personnel
Gerald Sullivan, Chief Finance Officer, Finance Department

GUEST: Katharine Loving, NYC CFB
 Kate Doran, LWV
 Laura Wood, NYC Mayor's Office
 Anna Sacerdole, NYCLU
 John Parasoupulos, NYCLU
 Perry Grossman, NYCLU
 Bethany B., NCYLU

President Zaccone called the meeting to order at 1:15 P.M.

Commissioner Siano moved to adopt the minutes of the June 18, 2019 meeting. Commissioner Araujo seconded the motion, with Commissioner Umame abstaining. The motion was adopted.

Mr. Sullivan reported that the City Council passed the Mayor's Fiscal Year 2020 Budget. The Board was funded \$246 million which is broken down into two (2) units of appropriation – Personal Services (PS) and Other than Personal Services (OTPS). PS includes salaries for full and part time staff, overtime and salaries for poll workers. OTPS budget includes all other expenses including heat, rent, electric, transportation, print service, professional services, postage, and advertising, installation of ramps and all other goods and services not paid as salaries. PS budget is \$115.8 million and OTPS budget is \$130.1 million. Included in this budget are \$21 million for Electronic Poll Books and \$75 million for Early Voting (PS and OTPS).

President Zaccone noted that Commissioner Flateau joined the meeting.

Mr. Richman presented the Revised Proposed Procedures for Requests to Cancel the Designation of a Poll Site pursuant to Section 4-104 (3) of the New York State Election Law. Copies of the proposed procedures were previously circulated to the Commissioners. Mr. Richman provided a brief summary of the procedures. He noted that in the past these requests were handled on an ad hoc basis, however, given the great volume of requests this year, the Office of the General Counsel created a formalized process. Commissioner Shamoun moved to adopt the Procedures for Requests to Cancel the Designation of a Poll Site as submitted. Commissioner Umane seconded the motion, which was unanimously adopted.

Ms. Vazquez reported on the Communications Plan for Early Voting. The Communications Department has been working on developing a comprehensive plan to educate the voters and recruit poll workers since the New York State Legislature approved Early Voting. Phase 1 is the recruitment of poll workers which will be launched on July 15th through September 8th. Phase 2 is the public education campaign which will be launched on September 9th through November 5th. Both phases will be a consistent message to both the voters and poll workers. The proposed plan is as follows:

- Poll Worker Recruitment – Phase 1
 - A dedicated mailer will be sent to the Board’s existing poll workers informing them of the dates for Early Voting and asking them to select which days they are available to work. The poll worker would send their information back to the Board in the self-addressed postage paid envelope;
 - Ads will be placed in various print and digital newspapers;
 - The Board will utilize geocodes and zip codes to identify where poll worker vacancies exist;
 - There will be an aggressive outdoor advertising campaign on buses, bus shelters, ferries, trains, subway kiosks, and LinkNYC kiosks;
 - The Board will engage with elected officials, community based organizations, and good government groups asking them to be stakeholders to help spread the message in their newsletters, email blasts, and digital platforms;
 - The Board will reach out to the NYC Department of Education asking them to help build upon the 17 year old Students as Poll Workers Program.

- Public Education Campaign – Phase 2
 - There will be sponsored posts on FaceBook and Twitter social media platforms informing voters of important dates and deadlines for Early Voting;
 - There will be various video spots emphasizing the convenience of Early Voting;
 - A dedicated mailer will be sent to all registered voters which will include their Early Voting poll site, General Election poll site, the option to vote by absentee ballot, if needed. This mailer will focus on the voter's choice for Election Day;
 - Currently, there is a landing page on the Board's existing website about Early Voting which is translated in all covered languages.

The Communications Department is working with an outside vendor that will develop the creative concept. Ms. Vazquez confirmed that the Board will be working off the existing contract with the NYC Department of Health for television ads. In response to Commissioner Umane, Ms. Vazquez confirmed that all ads, including print, will be shared on a fair and equal basis. Ms. Vazquez will work with each Commissioners' Committee for their borough's specific needs. At the request of Commissioner Flateau,

Ms. Vazquez reported that she is looking into radio ads. At the request of Commissioner Townsend, Ms. Vazquez reported that she is looking into placing ads in the backseat of NYC taxis. Ms. Vazquez reported that she contacted NYC & Co. and spoke to their Senior Media Manager who has promised citywide digital LinkNYC reservations that would run from August through November free of charge with approximately 500,000 – 1,000,000 impressions. In response to Commissioner Araujo, Ms. Vazquez reported that she is currently working on the proposed budget for the Communications Plan. Ms. Vazquez reported that the plan also includes the Board’s “I Voted” and “Future Voter” stickers for Election Day. There will also be “I Registered to Vote” stickers for public outreach events and “Early Voting” stickers. Commissioner Flateau moved to adopt the proposed Communications Plan for Early Voting. Commissioner Townsend seconded the motion, which was unanimously adopted.

Commissioner Flateau requested to revisit a countywide option for Early Voting for future elections.

President Zaccone requested to discuss a Poll Worker Bonus Program for Inspectors, Poll Workers, Coordinators and AD Monitors as an incentive to encourage people to work all Early Voting days and Election

Day. He noted that Commissioner Michel drafted a proposal which was circulated to the Commissioners for review. After discussion, Commissioner Flateau moved to adopt a Poll Worker Bonus Program for Inspectors and Poll Workers who work any four (4) Early Voting days plus mandatory Election Day in order to qualify for an incentive bonus. Secretary Taylor seconded the motion, with Commissioner Araujo abstaining. The motion was adopted. President Zaccone requested to discuss dollar amounts for the Poll Worker Bonus Program for Inspectors and Poll Workers. After discussion, Commissioner Flateau moved to adopt a \$25.00 bonus for a short work day (8 - 10 hour day) and \$85.00 bonus for a long work day (15 hour day) for those four (4) Early Voting days, with no bonus for working Election Day, for Inspectors and Poll Workers. Secretary Taylor seconded the motion, which was unanimously adopted. President Zaccone requested to discuss a Poll Worker Bonus Program for Coordinators and AD Monitors. After discussion, Commissioner Flateau moved to adopt a Poll Worker Bonus Program for Coordinators and AD Monitors who work any four (4) Early Voting days plus mandatory Election Day in order to qualify for an incentive bonus. Commissioner Camilo moved to adopt a \$50.00 bonus for a short work day (8 - 10 hour day) and \$100.00 bonus for a long work day (15 hour day) for those four (4) Early Voting days, with no bonus for working Election Day, for Coordinators

and AD Monitors. Commissioner Flateau seconded the motion, which was unanimously adopted. It was noted that Interpreters are paid the same as Inspectors and Poll Workers.

Ms. Sandow reported on private poll site pay. Mr. Ryan and Ms. Sandow had a conference call with the Office of the Mayor's DemocracyNYC Unit last week. They discussed issues with private poll site pay and how Board staff reached out to the NYC Department of Citywide Administrative Services (DCAS) asking for assistance to determine the amount of square footage in each borough to plan for the Presidential Primary Election. Ms. Sandow explained to DemocracyNYC that the Board does not have a real estate broker on staff or licensing for the City's real estate program. There was discussion about the importance of avoiding any disruption of public school and senior center programs during the Early Voting period. Ms. Sandow reported that DemocracyNYC was very interested in working with the Board. Executive Management will be holding a second conference call with DemocracyNYC next week to discuss square footage and pricing. In response to the Commissioners, Ms. Sandow reported that a private poll site pay plan will be prepared by August 1, 2019. Ms. Kontzamanis will re-circulate staff's Early Voting fee

proposal to the Commissioners. President Zaccone noted that there are three (3) different discussions for poll site pay:

1. Private poll site pay – This matter will be discussed further in the future;
2. Pay for the nine (9) days of Early Voting sites – There will be further discussion on this matter in two (2) weeks;
3. Election Day pay – Pay will not change.

Ms. Sandow reported on Municipal Poll Workers. Executive Management discussed this topic with DemocracyNYC and asked them to reach out to Los Angeles County who has a Municipal Poll Worker Program. The Mayor's Chief Democracy Officer made a contact in LA County and has not received information to date.

Ms. Sandow reported on establishing Early Voting Units in the Borough Offices and General Office. Executive Management received information and suggestions from the Chief Clerks, Deputy Chief Clerks, and staff. The Board's Finance Officer is currently working with the NYC Office of Management and Budget (OMB). Executive Management will present a proposal in two (2) weeks.

Ms. Sandow reported on an update for acquiring additional office and warehouse space for Early Voting Units as well as other units that are overcapacity. The Board has submitted paperwork to OMB concerning the Brooklyn Annex, Staten Island Office, Queens Boulevard – 1st Floor, and General Office – 10th Floor and 4th Floor. Ms. Sandow reported that additional space is available in the Staten Island Office building. Manhattan is not requesting additional space, but will be rearranging the office. Commissioner Araujo requested for additional space in the Queens VMF warehouse for equipment.

President Zaccone added an Executive Session to discuss litigation.

Commissioner Umane moved to convene an Executive Session for litigation. President Zaccone seconded the motion, which was unanimously adopted.

Following Executive Session, the open public meeting resumed. President Zaccone reported that there were two (2) updates on litigation matters and no action was taken.

On behalf of the Commissioners, President Zaccone thanked Board staff and poll workers for their diligent efforts conducting the June 25, 2019 Primary Election. The election was satisfactory.

President Zaccone recognized the following speaker for public comment:

1. Perry Grossman.

The next stated meeting of the Commissioners will be held on Tuesday, July 9, 2019 at 1:30 P.M.

Commissioner Flateau moved to adjourn the meeting. President Zaccone seconded the motion, which was unanimously adopted.