

MEETING OF THE  
COMMISSIONERS OF ELECTIONS  
HELD ON TUESDAY, MAY 17, 2011  
AT 1:30 P.M.  
42 BROADWAY, 6<sup>th</sup> FLOOR COMMISSIONERS' ROOM  
NEW YORK, NY 10004

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

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

Pamela Perkins, Administrative Manager  
Dawn Sandow, Deputy Executive Director  
Steven H. Richman, General Counsel  
John Owens Jr., Director, Campaign Finance Enforcement  
John Ward, Finance Officer  
Dorothy Delayo, Director, Personnel  
Rosanna Rahmouni, Coordinator, Election Day Operations  
Nicholas Zimmitti, Associate Staff Analyst, Election Day Operations  
Tom Sattie, Associate Staff Analyst, Ballot Coordinator  
Troy Johnson, Coordinator, Candidate Records Unit  
Daniel Lavelle, Associate Staff Analyst, Phone Bank & Front Counters  
John Naudus, Senior Systems Analyst, Electronic Voting Systems  
Steve Ferguson, Director, Management Information Systems  
Charles S. Webb, III, Counsel to the Commissioners  
Steven B. Denkberg, Counsel to the Commissioners

GUEST: Alan Flacks, Member of NY County Democratic Committee  
Marjorie Shea, Women's City Club  
Keith McGinnis  
Rima McCoy, CIDNY  
Alex Camarda, Citizens Union  
Teresa Hommel  
Kate Doran, LWV  
Sonya Thompson  
Jerome Koenig  
Joseph Garber

President Polanco called the meeting to order at 1:36 P.M.

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

Commissioner Barrera requested to discuss a Bronx personnel matter in Executive Session.

Secretary Soumas requested to discuss a Manhattan personnel matter in Executive Session.

President Polanco moved to table the minutes of the May 3, 2011 meeting. Secretary Soumas seconded the motion, which was adopted unanimously.

Ms. Sandow reported that the ECA Summer Conference is scheduled for June 13, 2011 thru June 16, 2011 in Lake George, NY. The main issues to be discussed are the 3% Audit, Consolidating Election Districts for Primaries, Printing Ballots In-House, Transportation and Change

Custody, Election Night Reports>Returns, NTS User Groups, MOVE Act Updates, Redistricting/Legislative Task Force, Moving Primary Date Proposals, Petition Objection Process, and Dominion/ES&S Users Group. Ms. Sandow requested permission to allow Executive Management and various Board Managers to attend the conference. President Polanco moved for Executive Management to proceed as past practice to determine the staff members who will attend the conference. Commissioner Dent seconded the motion, which was adopted unanimously.

President Polanco thanked Board staff for hosting an excellent City Board State Government Education and Information Day. He reported that there was a full house of Elected Officials from the Downstate Region who participated in the luncheon. The City Board had a great meeting with the Chairs of the Assembly and Senate Election Law Committees. President Polanco noted that he and Commissioners Araujo, Umane, Schacher, Ryan and Dent were present at the meeting. He feels that there will be success in the near future regarding the City Board's legislative agenda.

President Polanco noted that Commissioner Ryan joined the meeting.

Mr. Richman reported on the City Board State Government Education

and Information Day which was held on May 10, 2011. He stated that it was the most successful Education and Information Day to this date. The City Board was able to meet with key staff and key Legislators. For the first time, they met with the Senate Majority Leader Dean Skelos, and they had a brief conversation with Assembly Speaker Sheldon Silver. Speaker Silver sent his Chief and Deputy Chief of Staff to the luncheon because he was unable to attend. There was a detailed meeting with Assembly Member Joan Millman, Chair of the Assembly Election Law Committee. She was most receptive with the City Board's concerns and willingness to move forward. Senator O'Mara and Assembly Member Millman spoke welcoming remarks at the luncheon and President Polanco and Commissioner Umame made a detailed presentation. After the luncheon, there was a meeting with Jeremy Creelan, the Governor's Special Counsel, concerning Election Law matters and government reform. Mr. Creelan had specific questions on many of the City Board's proposals. Mr. Richman reported that the Members are aware and cognitive that the September Primary Election date will not allow the City Board to comply with the Federal MOVE Act requirements, or meet obligations under the New York State Election Law both in terms of the preparation of the equipment before the election and to conduct a complete and full canvass after the election. The new Primary Election date could be the last Tuesday in June.

Mr. Richman reported that a modified version of the bill concerning the retaining of unused ballots was supposed to be addressed yesterday in the Senate by Senator O'Mara. It would concern the years that do not have the Federal elections. The City Board also urged them to move forward the bill with respect to not requiring unused ballots to be brought back to the Borough Office's on Election Night. President Polanco reported that the Republican Delegation met with Assembly Minority Leader Brian Kolb and the Democratic Delegation met with Senator Martin Dilan, a member of the Election Law Committee, and Assembly Member Vito Lopez.

Mr. Richman presented the proposed hearing dates for the Specifications of Objections and Related Matters for Designating Petitions and OTB Petitions for the September 13, 2011 Primary Election. A copy of his memorandum is in the agenda. Mr. Richman recommended scheduling the hearings on Specifications of Objections, Preliminary Determinations of Prima Facie issues and related matters for Designating Petitions for Tuesday, August 2, 2011 starting at 10:00A.M. and for Opportunity to Ballot Petitions on Tuesday, August 9, 2011 at 1:30P.M. Mr. Richman stated that upon approval, the final calendar will be issued and posted on the Board's website and a combined Calendar and Rules booklet will be printed for public distribution. President Polanco moved to adopt the

hearing dates for the September 13, 2011 Primary Election. Commissioner Dent seconded the motion, which was adopted unanimously.

President Polanco moved to convene a Republican Party caucus.

Secretary Soumas moved to convene a Democratic Party caucus.

President Polanco recommended limiting the party caucuses to twenty (20) minutes.

After the caucuses, the regular meeting convened.

Commissioner Umane moved to add an item on the agenda concerning the form of the ballots. Commissioner Ryan seconded the motion, which was adopted unanimously.

Mr. Sattie presented the proposals for the revised ballot layout for the 2011 General Election. He distributed copies of the five (5) marked paper ballots to the Commissioners for review. Mr. Sattie explained that Ballot #1 is the 2010 General Election ballot which is to be used for reference. The Ballot #2 columns have been reduced from eight (8) to six (6) which allows

for a larger size box that allows a larger size font. Also, there is mixed upper and lower cased text to make it more consistent with everyday reading. Mr. Richman noted that mixed upper and lower case text would require a statutory change because the current statute requires all names to appear in capital letters. He stated that this design change would be included in the City Board's Recommended Revisions in the New York State Election Law – Part II. Commissioner Umame stated that there is upper and lower case text on Ballot #1. Mr. Richman stated that it is not in accordance with the statutory requirements. Commissioner Araujo inquired if the ballot was pre-cleared. Mr. Richman replied no. He stated that the ballot format used was the same format used for absentee ballots. President Polanco stated that it is clear and pleasing to the eye. He noted that Board staff worked on the ballot because there were complaints concerning the layout by the voters. President Polanco thanked Mr. Sattie for leading the Ballot Design Workstream. He added that Mr. Richman informed the Commissioners that it will be Part II of the Recommended Revisions based on what they approve. Mr. Sattie reported that on Ballot #2 there is gray shading in any areas where there is not a candidate. The shading makes it clearer where there is or not a candidate. There are bolded lines in between each contest which separates the contests and shows the start and end of the contests. This makes it clearer for the voter.

The party symbols were removed from each candidate's box, but the party symbols remain in all of the party headers above the candidates' names. It is statutorily compliant. Mr. Sattie stated that the ballot instructions that were on the front of the ballot are now moved to the back of the ballot. It allows the boxes to be larger which allows a larger font size. He stated that Ballots #3, #4 and #5 follow most of the same principals explained, but the only difference in Ballot #3 and #5 is there is no gray shading. On Ballot #4 there is no gray shading and there are no bolded lines between each contest. President Polanco inquired who is in the Ballot Design Workstream. Mr. Sattie replied Mr. Richman, Mr. Owens, Ms. Guerrieri, Mr. Naudus, Ms. Wong and Ms. Grimaldi. Commissioner Araujo asked for the differences between Ballots #3 and #5. Mr. Sattie stated that in the Office title area "Vote for 1" is numeral and "Vote for One" is text. In the past, the Board has used the text, but the workstream feels it is easier on the voter's eye to use the numeral. President Polanco asked about the workstream's methodology for these changes. Mr. Sattie stated that the workstream heard many complaints about the size of the fonts as well as other layout issues from the voters, so the workstream developed an improved ballot layout that is easier to read and understand. Mr. Sattie stated that the Office of the General Counsel (OGC) was mainly involved to ensure that any revision met statutory requirements. Secretary Soumas

asked if any of the proposed ballots meet the statutory requirements. Mr. Sattie replied no. President Polanco asked if the OGC said that the proposals would meet the legal requirements, or make clear that it will be part of a wishful legislative packet. Mr. Sattie stated that it was his understanding that everything satisfied statutory requirements. Mr. Richman stated that the workstream was focusing on ballot design and recommended changes; otherwise the ballot would remain the same as last year. There were two (2) legislative changes last year concerning the deletion of party symbols from the voting area boxes and to allow printing the voting instructions on the back of the ballot or on a separate page. Mr. Richman added that the intent of the workstream was to get direction from the Commissioners. President Polanco asked Mr. Sattie if the goal was to have a legislative packet post legislative day. Mr. Sattie stated that he was under the impression that it was something to do this year. Secretary Soumas asked for the workstream to develop a ballot that is statutorily acceptable. Commissioner Stupp stated that they may not prefer to have a ballot that is statutorily acceptable and to put forth proposals that will accomplish what the Board needs so they do not have a ballot like last year's. Secretary Soumas stated that the first proposal is to make the ballot larger. He stated that last year the City Board used the statutory scheme and tried to comply and make it fit for the printers. There are a lot

of changes to propose, but the first thing it to make the ballot larger print, but it is a wish list. Commissioner Barrera stated that the original ballot clearly needs work. She suggested for the Commissioners to choose one of the options and then go to the legislature with the changes they want. Commissioner Dent stated that the Elected Officials always discuss this matter concerning larger print on the ballot. She understands that it is a legislative decision and the Board must have something to present in order for them to agree upon. Commissioner Sipp stated that he was confused why these ballots were being presented today. He noted that that there are great changes, but if the Commissioners were to vote today they obviously cannot, but if the ballots are just proposals then it should have been framed differently. Commissioner Araujo stated that the first concern is addressing the legality of the ballot and making that change a primary focus before the Board starts considering making changes to appease everyone else's requests. President Polanco stated that he realizes that making the ballot more pleasing to the eye would be in violation of the statute. He suggested presenting a proposal to the Legislature for their review. Commissioner Barrera stated that it is one process which the Commissioners can decide what is legal or not. Then the Legislature can decide on the ballot taking into account the public's complaints. Commissioner Umane stated that The Brennan Center for Justice developed a ballot form that was circulated to

the Commissioners which was their wish list. He stated that the Board needs to work on two (2) matters simultaneously; a revised ballot and a legal ballot. Secretary Soumas requested to review Ballot #1. He asked if the instructions can be moved to the top so the print can be wider on the ballot. Mr. Richman stated that the modified statute allows placing the instructions above or below, on the back, or a separate page. Mr. Sattie agreed. Commissioner Umane stated that there is an extra space on the bottom of the page. Mr. Naudus stated that the columns have to be done in increments of timing marks across the top based on the software's design and removing the instructions off the side cannot be evenly divided. The instructions are three (3) timing marks. The columns are not set by inches or centimeters. It is ES&S software which is part of the certified election management system. Secretary Soumas asked for the ES&S staff to come in so they can re-write the software. Mr. Naudus asked them to change this feature by either half or quarter timing marks. Secretary Soumas asked if ES&S staff can re-write the software in time for the 2012 Presidential Primary. Mr. Naudus stated that ES&S is developing new software, but it might be released in 2013. Secretary Soumas stated that there is a serious defect in their software. Mr. Naudus stated that he will ask an ES&S representative to attend next week's meeting. Commissioner Ryan stated that he is extremely upset hearing that the font

that the Board used last year may not have met the statutory requirements. He suggested for the Ballot Design Workstream to prepare a ballot that meets the statutory requirements first. Commissioner Ryan stated that the Commissioners and Board staff discussed every detail of the ballot before it was printed last year and is upset that they are finding out about the font issue now. He stated that he views the law as a mandate and it is what promotes societal order. Commissioner Ryan requested for a ballot that meets the statutory requirements in total. Commissioner Dent stated that when she listened to the State Board representatives and the good government groups at the conferences, it was indicated that it would be clearer for the voter to read upper case and lower case letters. She asked why that matter was not brought to the Commissioners' attention earlier. Commissioner Dent reiterated that the State Board indicated that it would be clearer to use upper and lower case letters on the ballot for the voter. Mr. Richman stated that in the past ten (10) years the statute has not changed concerning the name of the candidates. The names shall be in capital letters in black face type on the paper ballots. Mr. Richman stated that the workstream was reviewing the ballot design. Commissioner Sipp questioned why this became a legal issue now and not earlier. Mr. Richman stated that they became aware at the ECA Conference when there was a discussion concerning changes to the statute. It was found

that other county board of elections did not follow the statute as well. Mr. Richman stated that the City Board would ask the Legislature for authority to use mixed upper and lower case text on the ballot. Commissioner Sipp requested for a legal ballot to fill the obligations as an administrators and then redesign the ballot.

President Polanco recognized Jerome Koenig, a member of the public, who spoke about the provisions on upper and lower case text on the ballots. He stated that paper ballots required upper case text and lever machine ballots did not require all upper case letters.

Commissioner Ryan asked how the ballots were approved by the Commissioners when they did not meet the statute. He stated that the staff designing the ballots must know the applicable law that they must use in order to design a ballot that meets the proper legal standard. Mr. Richman stated that the statute said that the Board can design a ballot in order to be read by the voting machine. President Polanco asked the Ballot Design Workstream to create a legal ballot and a wish list ballot. Mr. Denkberg raised concerns about the instructions on the ballot regarding the words “above or next to the name of the candidate” to the oval. He believes that the oval is underneath. Mr. Richman stated that the statutory language is

on the ballot. Commissioner Umane recalled that Mr. Naudus stated that there is enough space for six (6) columns and a write-in on the ballot by using three (3) timing marks. He noted that four (4) timing marks could be used as well which would leave the four (4) leading parties on the top row. Mr. Naudus stated that the workstream chose six (6) columns because of the recognized parties. Commissioner Ryan stated that the Board was criticized post election concerning the oval despite the misleading language, but it had to be included. He was concerned that the mixed upper and lower case text was disregarded. Commissioner Ryan requested for a response for next week's meeting. Commissioner Sipp stated that there were no problems prior to the certification of the new voting machines.

Mr. Ward presented the Vacancy Report dated May 10, 2011. A copy of the report is in the agenda.

Mr. Ward presented the Comparative Expenditures Report dated May 17, 2011. A copy of the report is in the agenda.

Mr. Ward distributed copies of the Board's Overtime Report for 4/17/11 to 4/30/11 to the Commissioners. Secretary Soumas inquired why

Mr. Luisi, the new ACCO, made overtime. Ms. Perkins reported that Mr. Luisi has been attending contracting classes and working through his lunch hour to review the Board's contracts. She said that he was notified to stop working through his lunch hour last week.

Mr. Ward reported on the FY12 Executive Budget plan. Copies of his memorandum and spreadsheets are in the agenda. He reported that the plan includes \$23,908,000 for the Presidential Primary and public education. There is \$2,500,000 for transportation and \$86,548 for heat, light and power. The plan also addresses the Board's shortfall of \$7,727,385 with split funding, \$3,285,356 in expense and \$4,149,529 in new capital funding. One (1) capital item requested for AD Monitoring mobile devices was not funded. The March 9<sup>th</sup> Program to Eliminate the Gap (PEG) was not included in the budget. There will be a regular staff payroll deficit. There is no funding to continue the Board's enhanced poll worker training program or to increase the amount of employees at the Board. The ES&S contract for voting assistance was not funded nor are there any funds for poll site and training site increases. Mr. Ward reviewed the spreadsheets for the Commissioners. Secretary Soumas asked Ms. Sandow to take the lead of the Board's needs. Commissioner Ryan commended Executive Staff for developing an appropriate plan with

respect to the \$50,000,000. Commissioner Dent thanked Mr. Ward for his efforts and assistance in preparing the comprehensive report.

President Polanco recognized Jerome Koenig, who spoke about savings at the Board.

Ms. Vazquez-Rivera presented the webcasting update. She reported that there have been discussions to webcast the Commissioners' weekly meetings. She received a total of three (3) price quotes as follows: \$6,000 month/\$72,000 per year, \$8,000 per month/\$96,000 per year, and \$1,800 per month/\$21,000 per year. Ms. Vazquez-Rivera attended the Voter Assistance Commission (VAC) Advisory meeting last week and they were streaming the meeting. She spoke with VAC's MIS Department about the company they utilize. Live Stream provided a price quote of \$5,000 for two (2) years or \$3,000 for one (1) year. The Board would have control of the meetings to post. The meetings could be archived and be utilized with FaceBook integration. In addition, there would be no advertisements. Secretary Soumas stated that the Board is short in the budget and does not feel they should spend funds on new projects. President Polanco stated that it is very important to post the public meetings for the voters who can not attend the weekly meeting. He noted that the price is a great bargain.

Commissioner Ryan asked the propriety of the Board soliciting a donation from a good government group for this project. Commissioner Umane does not agree and stated that it would set a bad precedent. Mr. Richman stated that the funds would be turned over into the general funds and the Board would not have access to them. The Board has no authority to spend them as they receive them. President Polanco expressed that it is very important to make the meetings available to the public. He stated that it is a great opportunity to have the voters participate more in the Board's process. President Polanco moved to proceed with a contract with Live Stream. Before a vote, there was further discussion.

President Polanco recognized Alex Camarda, a representative of Citizens Union, who supported the webcasting proposal.

President Polanco recognized Marjorie Shea, a representative of Women's City Club, who recommended the Board researching the Mayor's proposal for "Better Access to Government" and DOITT for webcasting.

President Polanco stated that webcasting will modernize the Board. He noted that many City agencies which include VAC, TLC, and CFB use webcasting for the meetings. Ms. Vazquez-Rivera stated that DOITT

recommended for the Board to contact NYCTV. She reported that NYCTV requires a person to physically film the weekly meetings which is more expensive. President Polanco moved to authorize Ms. Vazquez-Rivera to research a two (2) year contract with Live Stream for webcasting and to present the contract to the Commissioners. There was no second.

Ms. Rahmouni reported on the response to the Commissioners' request concerning poll workers' social security cards. She distributed copies of an email to the Commissioners. Ms. Rahmouni summarized the email and reported that Neil Matthew, a representative of the NYC Office of Payroll Administration (OPA), advised her that under federal law there is no requirement for an employee to provide a photocopy of their social security card. She noted that the IRS will give a penalty if the Board does not provide the correct employee name and social security number on the W-2 Form. OPA will pass a penalty charge to each City agency whose employee may have caused the assessment. Commissioner Stupp asked how this applies to the Board's Finance Department when making the poll workers Board employees. Mr. Richman advised that the poll workers have to fill out a W-4 form. Mr. Ward stated that if wrong social security numbers are entered into the system then the clean-up process is very onerous; it involves the Social Security Administration, NYCAPS, FISA and

OPA. It can take days or months to fix the error depending on the matter. Mr. Ward stated that the Board has always requested a photocopy of the social security cards from their employees and there were never problems.

Secretary Soumas recognized Jerry Koenig, a member of the public, who spoke about the social security penalty.

Mr. Richman stated that it is easier for Board staff to read and enter the social security numbers from a photocopy rather than the poll worker's handwriting. He added that the City of New York would get fined if the numbers are entered wrong. Commissioner Stupp asked for Mr. Ward's recommendation. Mr. Ward stated that all poll workers must be entered into the NYCAPS system to become Board employees. Board staff discovered that a large amount of social security numbers were incorrect which prompted photocopies of their social security cards. Mr. Ward stated that it delays the payroll process. Secretary Soumas asked how many numbers were wrong due to the poll worker providing the wrong information and clerical error. Mr. Ward stated that it was an even divide. Commissioner Ryan asked if the clean-up process caused the Board's Finance Department to incur overtime expenses. Mr. Ward replied yes. Ms. Rahmouni reported that she had a meeting with the Mayor's Office last

week and they discussed Social Security Number Verification for the Board which would reduce incorrect numbers. The numbers would be entered into the system then the Board would get the response either that evening or the next day to check if the number matches the name before it is entered into the NYCAPS system. The Mayor's Office stated that they would look into the system for the Board.

Mr. Zimmitti presented the revised Republican and Democratic Election Inspection Applications. Mr. Zimmitti reported that he made the changes that were presented at the last meeting concerning question #1. He stated that he emailed the revised applications to the Commissioners. Mr. Zimmitti requested for approval of the applications. President Polanco moved to approve the revised Republican and Democratic Election Inspection Applications as presented. Before a vote, there was discussion. Secretary Soumas stated that the issue of the poll workers providing a photocopy of their social security cards is not resolved yet. Mr. Richman stated that the Commissioners can decide on this matter because there is no requirement. Secretary Soumas suggested not making it a requirement because the poll workers have to fill out a W-4 Form. Commissioner Barrera stated that if the Board does not request photocopies of the poll workers' social security cards then it could create more work for the

Board's Finance Department. Ms. Sandow reported that the majority of poll workers have been entered into the system. She stated that the Board's Poll Worker Departments are calling the applicants to ensure their social security number is correct. Ms. Sandow stated that the requirement of obtaining a photocopy is hurting the Board's poll worker recruitment process. The Board's poll worker recruitment team is attending many events and is receiving a lot of applications, but the applicants do not want to give a copy of their card for purposes of identity theft. Ms. Perkins agreed with Ms. Sandow and reported that the Borough Offices have requested for this photocopy requirement. Ms. Sandow stated that the Board is waiting to hear from the Mayor's Office to get authorization to allow some staff members to use the social security number verification system. Commissioner Umame recommended printing a W-4 Form on the back of the poll worker applications. Ms. Sandow reported that the poll workers fill out a W-4 Form in the Board's training classes and are returned to the Borough Offices. President Polanco moved to remove the requirement sentence for a social security number card photocopy from the Republican and Democratic Election Inspection Applications. Secretary Soumas seconded the motion, which was adopted unanimously. President Polanco moved to adopt the Republican and Democratic Election Inspection Applications as amended today. Commissioner Dent seconded

the motion, which was adopted unanimously.

Mr. Ferguson presented an update on posting sample ballots on the Board's website. He reported that there have been two (2) technical meetings between the MIS and EVS Departments. Mr. Ferguson stated that there will be no cost to the Board for this project. He stated that it will be similar to the poll site locator function. The voter would enter their address and party and their ballot would appear on the screen. The sample ballot function would indicate if there was no contest and there will be a disclaimer noting that the ballot is subject to change. President Polanco requested for the Commissioners to view this sample ballot function. Mr. Ferguson reported that he could present the function next week. He added that the staff is aiming to have this function available for the 2011 Primary Election. Ms. Sandow asked if there will be a magnifying feature. Mr. Ferguson stated that he will look in that feature. He reported that there will be no timing marks on the ballots. In addition, there will be the word "Sample" as a water mark. Commissioner Umane stated that the sample ballots could not be read in the scanners without the timing marks.

President Polanco recognized Marjorie Shea, a representative of Women's City Club, who thanked the Board for developing this sample

ballot feature for the voters.

President Polanco recognized Alan Flacks, a member of the public, who spoke about the social security card issue and requested for the agenda to always have pagination.

Mr. Johnson reported that there will be a New York State Board of Elections Campaign Finance Seminar on June 16, 2011 in the Board's Executive Office. A copy of his memorandum is in the agenda. Commissioner Umane requested for all copies of documents that are distributed in the meeting for the Commissioners.

President Polanco inquired if there are any new resumes as it relates to the position of Executive Director. Ms. Delayo replied no. President Polanco stated that Ms. Delayo created a job description for the position, but there was no action taken. He suggested posting the job description on NewYorkTimes.com or Monster.com. Ms. Delayo stated that she will speak with Ms. Vazquez-Rivera concerning that matter.

Secretary Soumas stated that he spoke with Ms. Rahmouni concerning individuals wanting to audit the poll worker training classes.

Ms. Rahmouni indicated that there was a prior directive from the Commissioners which pre-dates his tenure at the Board. Secretary Soumas felt that an individual can observe a training class without pay. Ms. Perkins clarified that Ms. Rahmouni received a request from a Coordinator who wanted to observe the early training classes for Interpreter, Information Clerk and Door Clerk. Ms. Rahmouni advised the Coordinator to speak to her Borough Office Commissioners. Commissioner Umane stated that he would like to revisit the policy. Secretary Soumas stated that in the event the directive was created, he moved to repeal the policy and allow an observer to attend the poll worker training classes without pay. Commissioner Dent seconded the motion, which was adopted unanimously.

President Polanco asked Ms. Delayo to research the cost of advertising on Monster.com concerning the position of the Executive Director. Ms. Delayo stated that Ms. Vazquez-Rivera would have the cost figures. President Polanco suggested posting a job announcement on the Board's website after the Commissioners vote on the job description.

President Polanco moved to convene an Executive Session to discuss personnel matters. Commissioner Barrera seconded the motion,

which was adopted unanimously.

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

- I. The Commissioners appointed Nancy McClaurin, a Clerk in the Bronx Borough Office, to fill the Bronx vacancy position in the Executive Office's Finance Department as Administrative Associate which was formally held by Gwen Outlaw, at an annual salary of \$50,703, effective May 24, 2011.

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

The next stated meeting of the Commissioners is scheduled for Tuesday, May 24, 2011 at 1:30 P.M.