



STATE OF DELAWARE
BOARD OF ELECTIONS FOR NEW CASTLE COUNTY
CARVEL STATE OFFICE BUILDING
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MINUTES OF BOARD MEETING OF NOVEMBER 5, 2013

Members Present:

Mr. Brady
Mr. Kuhrt
Mr. Sterling
Mrs. Williams-Mayo
Mr. Krzyzanowski
Mr. Lanouette
Mr. Thurrell

Staff Present:

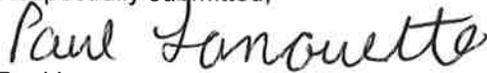
Mr. Albence, Director
Mr. Sholl, Deputy Director
Mrs. Manlove, State Election Commissioner

1. Mr. Brady called the meeting to order at 7:05p.m.
2. Mr. Sterling moved and Mrs. Williams-Mayo seconded the motion to approve the minutes of the October 1, 2013 meeting. The motion passed unanimously.
3. Mr. Sholl updated the Board on the Department's financial situation. Spending is on target, and the Department will be working with the Budget Office this month to cover items not appropriated in the FY2015 budget allocation.
4. Mr. Sholl reported that the Voter Registration Unit is current on all work and informed the Board of the number of registered voters in New Castle County:
 - Nov 1, 2013: 386,553
 - Oct 1, 2013: 387,245
 - Nov 1, 2012: 388,862.
5. Mr. Sholl reported that activity on the Department's website is at expected levels for the season. He also reported that the site update to the new "common look and feel" standard for State websites will take place in mid-December.
6. Mr. Albence reported on upcoming elections:
 - Nov 26: City of Newark Special Election for Mayor
 - Dec 7: Trustees of New Castle Common runoff
 - May 13: School Board Elections
 - Sep 9: Primary Election
 - Nov 4: General Election
7. Mr. Sholl stated that the Department's absentee voting equipment vendor, Dominion Voting Systems, has provided a replacement server. Dominion is working on a long-term solution to an issue related to the end of Microsoft support for the Windows Server software on which the current server operates.
8. Mr. Sholl reported on the development of the Vote Delaware portal, and mentioned that the capability of a voter to request a Polling Place Card will be added to the portal. Mr. Albence reported that progress continues on the project to increase space for voter services at the Department's

warehouse. This space will also serve as an alternate operations/disaster recovery site. Construction is underway and is scheduled to be completed in early December.

9. Mr. Sholl updated the Board on recent office software upgrades. With the end of Microsoft support for Windows XP, computers will need to be transitioned to Windows 7. A total of 15 PCs will need to be upgraded to Windows 7. Microsoft support for Windows XP is scheduled to end in April 2014.
10. Mr. Sholl reported that a Delaware Code Title 15 Task Force continues to meet. The Task Force is holding several of its meetings at the Warehouse Training Center. One of the items discussed at the most recent meeting is the possibility of moving the Primary Election from September to August.
11. Mr. Albence reported that the Department is developing a Continuity of Operations plan under the guidance of DTI. The Department will participate in COOP exercises in January 2014. The Warehouse is designated as the Department's emergency alternate operations location. An unresolved issue: the source of funding for equipment needed to outfit the alternate operating facility.
12. Mr. Sholl reviewed statistics on ERIC program data for September, and Department actions taken regarding the data provided in the report.
13. State Election Commissioner Comments:
 - Commissioner Manlove reported that progress is being made on a redesign of the SEC website. The site will be launched shortly, and training will be offered at multiple locations (including the Warehouse Training Center).
 - Procedures are being developed to ensure consistency of procedures regarding the implementation of the ERIC project.
 - The state elections director from New Jersey visited Delaware last week for a demonstration of the eSig system, as well as the new Vote Delaware portal.
 - The work of the Title 15 Task Force continues, as mentioned above.
14. Old Business: None
15. New Business:
 - Next meeting: **Tuesday, December 3, 2013**, at the Department's offices.
16. Board Removals & Birth Date Corrections:
 - Mr. Sterling moved and Mr. Thurrell seconded the motion to:
 - Remove 226 people from the voter registration rolls because they moved out of state.
 - Remove 12 people from the voter registration rolls because they have verified that they no longer live in Delaware.
 - Make 5 corrections to birth years noted in voter registration records.
 - Motion passed unanimously.
17. Mr. Thurrell moved and Mrs. Williams-Mayo seconded the motion to adjourn the meeting. Motion passed unanimously.

Respectfully submitted,


Paul Lanouette
Secretary