

STATE BOARD OF ELECTIONS
Special Meeting
Thursday, July 23, 2015

MINUTES

PRESENT:

Charles W. Scholz, Chairman
Ernest L. Gowen, Vice Chairman
William J. Cadigan, Member
Andrew K. Carruthers, Member
Betty J. Coffrin, Member
John R. Keith, Member
William M. McGuffage, Member
Casandra B. Watson, Member

ALSO PRESENT:

Steven S. Sandvoss, Executive Director
James Tenuto, Assistant Executive Director
Kenneth R. Menzel, General Counsel
Amy L. Calvin, Administrative Assistant II

The special meeting convened at 10:00 a.m. via videoconference with seven members present. Chairman Scholz and Members Carruthers and Coffrin were present in Springfield and Vice Chairman Gowen and Members Cadigan, McGuffage and Watson were present in Chicago. Member Keith was absent and Chairman Scholz held his proxy.

The Chairman opened the meeting by leading everyone in the pledge of allegiance.

The Executive Director presented the certification of the ballot for the September 10, 2015 Special Election in the 18th Congressional District. He said that as a result of the Special Primary Election held on July 7th, the democratic nominee is Robert Mellon and the republican nominee is Darin LaHood. Member Coffrin moved and member Carruthers seconded the motion to certify the ballot. The motion passed by roll call vote of 8-0.

The Executive Director reported on the July 7, 2015 Special Primary Election in the 18th Congressional District and said that minimal calls were received by staff. Questions were minor in nature and included provisional voting, eligibility of 17 years old individuals to vote in the election, polling places and party order on the ballot.

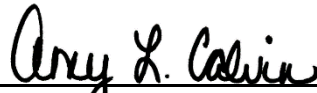
Next, the Executive Director presented a letter of resignation from Eric Donnewald, Director of Election Training and Resource Development and a proposal to merge that division with the division of Election Information. He referred to his memo that was included in the packet and said the responsibilities of the two divisions overlap and are similar in nature. The merger would save money and would be a more efficient way to administer the functions of both divisions. He recommended the consolidation and suggested the newly formed division be named Election Operations. The Executive Director further recommended that the current Director of Election Information, Brent Davis be appointed Director of the new division and suggested staff conduct interviews for a Deputy Director in the Springfield office. He also proposed assigning supervisory duties to an existing staff person in the current Election Information division in Chicago to oversee the employees of the newly formed division. Member Cadigan moved to accept the recommendation and proposal of the Executive Director. Member Carruthers seconded the motion which passed by roll call vote of 8-0.

The Executive Director indicated that there was nothing new to report at this time regarding legislative or FY16 budget updates.

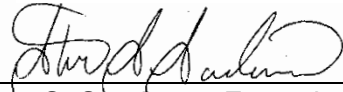
Kyle Thomas, Director of Voting & Registration Services and Keven Turner, Director of Information Technology presented the Senate Bill 172 update. Mr. Thomas said that modifications were made to the National Change of Address (NCOA) portion of the system which was then released to the election authorities. He noted that an instruction manual on the new functions and features was also prepared and sent to the election authorities as well. Staff members have been attending zone meetings to discuss the implementation of the SB172 and plan on attending other meetings as necessary. Mr. Turner reported that the new servers have been received and are in the process of being installed at the Central Management Services (CMS) Data Center.

With there being no further business before the Board, Member Coffrin moved to adjourn until Tuesday, August 18, 2015 in Chicago. Member Carruthers seconded the motion which passed unanimously. The meeting adjourned at 10:25 a.m.

Respectfully submitted,



Amy L. Calvin, Administrative Assistant II



Steven S. Sandvoss, Executive Director