

MEETING OF THE  
COMMISSIONERS OF ELECTIONS  
IN THE CITY OF NEW YORK  
HELD ON TUESDAY, JULY 9, 2013  
AT 1:30 P.M.  
42 BROADWAY, 6<sup>th</sup> FLOOR, COMMISSIONERS' HEARING ROOM  
NEW YORK, NY 10004

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PRESENT: Commissioners Jose Araujo, Naomi Barrera, Julie Dent,  
Maria Guastella, Michael Michel, Simon Shamoun, and  
J.P. Sipp

Dawn Sandow, Deputy Executive Director  
Pamela Perkins, Administrative Manager  
Steven H. Richman, General Counsel  
Raphael Savino, Deputy General Counsel  
John Ward, Finance Officer  
Valerie Vazquez, Director, Communications & Public Affairs  
Dorothy Delayo, Director, Personnel  
John Luisi, Agency Chief Contract Officer  
Rachel Knipel, Coordinator, Language Assistance Program  
Kenneth Moltner, Counsel to the Commissioners  
Steven B. Denkberg, Counsel to the Commissioners

GUEST: Kate Doran, LWV  
Monica Bartley, CIDNY  
Max Savinsky, CFB  
John D. Smith  
John Phillips, Kavanagh  
Alex Voetsch  
Katherine Loving, CFB  
Thomas Kaplan, NY Times  
Alex Camarda, Citizens Union  
J. Melendez, NY Daily News  
M. Raimondi, DOI  
B. Kearney, DOI  
K. Schwam, DOI

A. Roskies, DOI  
Chester Soni, Gotham Gazette  
David Seitzer, Council  
Anna-Maria Thomas  
Susan Lerner, CC/NY

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Commissioner Araujo called the meeting to order at 1:38 P.M.

Commissioner Araujo moved to adopt the minutes of the July 2, 2013 meeting. Commissioner Guastella seconded the motion. Commissioners Barrera and Michel abstained because they were not present at that meeting. The motion was not adopted. Commissioner Araujo moved to table the minutes of the July 2, 2013 meeting. Commissioner Guastella seconded the motion, which was unanimously adopted.

Mr. Richman and Mr. Savino reported on the initial meeting with the NYC Department of Investigation (DOI) which was held on July 8, 2013 pursuant to the direction of the Commissioners.

Commissioner Araujo noted that Commissioner Dent joined the meeting.

Mr. Richman presented the draft Resolution concerning Chapter 99 of the Laws of 2013. A copy of the draft Resolution is in the agenda. Mr. Richman provided a summary of the Resolution. Commissioner Araujo opened the floor for questions/comments from Susan Lerner, a representative of Common Cause-NY, and Alex Camarda, a representative of Citizens Union. Commissioner Sipp noted that using lever voting machines will be a significant cost savings for the Board. Commissioner Araujo recommended for the Board to send a reminder notice to all political organizations urging them to fill their vacancies as soon as possible which concerns military ballots. Mr. Richman will draft a letter for the Commissioners' review. Commissioner Barrera recalled that she does not advocate using lever voting machines, but the Legislature did not change the date of the election so it leaves the Board with no other choice. Mr. Savino stated that the permanent solution to this matter is for the Legislature to change the date of the election. Commissioner Araujo stated that the Board will still advocate changing the date of the election calendar even if the Resolution is adopted. Commissioner Shamoun thanked all of the good government groups for their concern, participation and ongoing involvement at the Board. He stated that this is a serious subject for the Board and he read the good government groups' research. He stated that

the Board's primary function is to conduct accurate elections and it is clear the only way is to use lever voting machines. Commissioner Shamoun reported that many groups and voters that he spoke with across the city support lever voting machines. Commissioner Araujo reminded that Executive Management has an open door policy for the public at all times. Commissioner Sipp moved to adopt the draft Resolution as submitted. Commissioner Barrera seconded the motion, which was unanimously adopted.

Ms. Vazquez presented the draft 2013 Information Notice which is required by the NYS Election Law. Copies of the draft Information Notice were distributed to the Commissioners. The Notice will be mailed to all registered voters in New York City the first week of August and will be translated in all required languages. The Information Notice will contain the following information:

- Dates of the Primary, potential Run-off and General Elections;
- Voter's poll site location and abbreviated party affiliation which is perforated so it can be torn off and brought to the polls;
- Voting instructions for lever voting machines and optical scanning systems;

- The Board's social media tags such as Facebook and Twitter;
- The Board's QR code;
- Contact information for all Board Offices;
- NYC Council redistricting awareness;

Ms. Vazquez reported that various good government groups assisted the Board drafting this Information Notice. She requested for feedback from the Commissioners. Commissioner Araujo requested to add the statement, "Please bring this voter card to your poll site" to the bottom of the perforated section.

Mr. Richman requested for authorization to meet with the Administrative Judges in August to discuss the Primary and Run-off Primary Elections. Staff has met with the Judges in the past. There was a consensus among the Commissioners to authorize the meeting as per past practice.

Mr. Luisi requested approval of the contract with New York State Industries for the Disabled (NYSID) for Bengali Translators for written translations and Hindi/Punjabi Interpreters for the Phone Bank pursuant to Section 203 of the Federal Voting Rights Act. Copies of his memorandum

were distributed to the Commissioners. NYSID is a Preferred Source Provider and has provided temps for prior and current projects with an excellent track record of quality services at very competitive prices. The Board has a current need for two (2) Bengali Translators and one (1) Hindi/Punjabi Interpreter. NYSID is vetted by and has pricing negotiated by the NYS Office of General Services (OGS). They hire NYC residents, particularly in Queens County for this need. The total contract amount is \$200,000 maximum. The contract will terminate on December 31, 2014. In accordance with Section 162 of the NYS Finance Law, the Board has been utilizing NYSID to provide services through the use of Purchase Orders. Best practices require that if there is likely to be a continuing need for the services of a single vendor, the agency enters into a formal contract with the vendor, subjecting the arrangement to a higher level of review. It is the opinion of the NYC Law Department that although there may not be a requirement, the Board should enter into a formal contract with NYSID to supply temporary Translators and Interpreters in order to adhere to both the letter and spirit the Procurement Policy Board Rules. Mr. Luisi added that the vendor's testing standards are the same for a court approved Translator. Based on the report, Mr. Luisi recommended awarding the contract to NYSID. Commissioner Michel moved to award the contract to

NYSID. Commissioner Araujo seconded the motion, which was unanimously adopted.

Mr. Ward presented the Comparative Expenditures Report dated July 9, 2013. A copy of the report is in the agenda.

Mr. Richman reported that the Commissioners' Petition and Cover Sheet Review Committee for Designating Petition Matters will be meeting at 4:00pm today. The schedule has been posted on the Board's website.

Commissioner Araujo moved to convene an Executive Session for purposes of personnel which was unanimously adopted.

Following Executive Session, the public meeting resumed and Commissioner Dent announced that no action was taken in Executive Session.

Commissioner Dent moved to adjourn the meeting. Commissioner Shamoun seconded the motion, which was unanimously adopted.

The next stated meeting of the Commissioners is scheduled for Tuesday, July 16, 2013 at 1:30 P.M.