

MEETING OF THE COMMISSIONERS OF ELECTIONS
IN THE CITY OF NEW YORK
HELD ON TUESDAY, JUNE 14, 2016
AT 1:30 P.M.
42 BROADWAY, 6th FLOOR, COMMISSIONERS' HEARING ROOM
NEW YORK, NY 10004

PRESENT: President Maria R. Guastella
 Secretary Frederic M. Umane

Commissioners Jose Araujo, John Flateau, Lisa Grey, Michael Michel,
Alan Schulkin, Simon Shamoun

Michael J. Ryan, Executive Director
Dawn Sandow, Deputy Executive Director
Pamela Perkins, Administrative Manager
Georgea Kontzamanis, Operations Manager
Steven H. Richman, General Counsel
Raphael Savino, Deputy General Counsel
Valerie Vazquez-Diaz, Director, Communications & Public Affairs
Nina M. Crispino, Director, Personnel
Debra Leible, Coordinator, Election Day Operations
Kenneth Moltner, Counsel to the Commissioners
Steven B. Denkberg, Counsel to the Commissioners

GUEST: Anna-Maria Thomas
 Cathy Gray
 Amanda Melillo, CFB
 Katharine Loving, CFB
 Ed Cuesta, Dominicanos USA
 Benny Toribio

President Guastella called the meeting to order at 1:41 P.M.

Mr. Richman introduced Zarije Asani and Zachary Shapiro, the 2016 Summer Law Student Interns, who will be working in the Office of the General Counsel. The Commissioners welcomed the new interns.

Commissioner Fleteau moved to adopt the minutes for the June 7, 2016 meeting. Commissioner Grey seconded the motion, which was unanimously adopted.

Secretary Umame requested to add a Commissioners' Finance Committee report to the agenda.

Mr. Ryan requested for an addition to the agenda concerning Commissioners' Committee assignments. He reported that there are assignments to be filled and Commissioner Grey requested to serve on a Committee. Secretary Umame offered his seat on the Commissioners' Legislative Committee. Commissioner Grey accepted to serve on the Commissioners' Legislative Committee. Commissioner Grey noted that she was interested in serving on the Commissioners' Personnel Committee as well. It was noted that there are four (4) Commissioners on the Committee and it has to be bipartisan. Commissioner Schulkin volunteered to serve on the Commissioners' Personnel Committee as well.

Commissioner Flateau moved to adopt the Commissioners' Committee assignments. The motion was seconded, which was unanimously adopted.

Ms. Leible presented the Poll Worker Exception Report for the June 28, 2016 Federal Primary Election. Copies of the Report were distributed. There were no exceptions for Manhattan, Brooklyn, and Queens. Bronx has 91 Coordinators (bipartisan staffing per Borough Commissioners), 23 Information Clerks for high volume poll sites, and 9 Spanish Interpreters for high volume poll sites. Ms. Leible reported that the Bronx exceptions were previously approved by the Borough Commissioners. President Guastella moved for the full Board to adopt the Poll Worker Exception Report for the June 28, 2016 Federal Primary Election as submitted. Commissioner Schulkin seconded the motion, which was unanimously adopted.

Ms. Vazquez presented the Outdoor Media revised draft advertisements for the Board's Poll Worker Recruitment Campaign. All revisions were made per the Commissioners' direction at the previous meeting. The Board's toll free telephone number has been added, and "Board of Elections in the City of New York" has been added to the bottom of the "Vote NYC" logo. The term "Election Day Worker" was replaced with

“Poll Worker” as that terminology is most common. The Board’s MIS Department shortened the Board’s website address to pollworker.nyc/2016 to specifically track the number of visit impressions to gauge the success of the Poll Worker Recruitment Campaign. The new logo will be consistently used as branding for the Board’s social media accounts, legal ads, and official correspondences. The Poll Worker Recruitment Campaign will go live the second week in July 2016 through September 2016. Ms. Vazquez requested approval from the Commissioners to move forward with the advertisements. Secretary Umame inquired about the use of the colon after “Make a DIFFERENCE and get PAID:” There was a recommendation to use either a period or an exclamation point instead of a colon. Commissioner Schulkin moved to adopt the revised advertisements for the Board’s Poll Worker Recruitment Campaign. The motion was seconded and unanimously adopted.

Secretary Umame provided the Commissioners’ Finance Committee report on various contracts. The report follows:

- Xerox Printing Contract – For document imaging equipment and managed services in the Board’s Print Shop. The contract contains a two (2) year renewal clause at the same terms and conditions. The new contract will cost \$1,300,000 for the two (2) year renewal. It was

noted that the Board has used Xerox for many years. Secretary Umame moved to adopt the Finance Committee's report as unanimously recommended to the full Board. President Guastella seconded the motion, which was unanimously adopted;

- 2 Ramp Component Contracts – The Procurement Department solicited bids for two (2) different ramp component systems that are currently in use by the Board. This solicitation was sent to five (5) companies who are each resellers of the equipment. The only responses came from the manufacturers of each system. There was strict review of these contracts due to pending litigation on accessibility. It was noted that the two (2) vendors' ramp system set-ups and parts are not interchangeable.
 - EZ ACCESS – The cost of the contract is \$2,276,985.29 and is a minority/women owned business entity. The term of the contract is 2 years, with a 2 year renewal, at the same costs and terms;
 - National Ramps – The cost of the contract is \$3,060,053. The term of the contract is 2 years, with a 2 year renewal, at the same costs and terms;

Secretary Umame reported that the Committee examined the contracts and recommends for the full Board to approve the two (2) Ramp Component

Contracts. Secretary Umame moved to adopt the Finance Committee's report as unanimously recommended to the full Board. Commissioner Flateau seconded the motion, which was unanimously adopted;

- Canon Colorwave 700 Large Format Printer – This is the purchase of two (2) large format color plotters to replace the two (2) current printers that are Canon Colorwave 500 series in the General Office. The current machines are eight (8) years old. These machines print maps, signs, posters, and any other large format printing. The cost of each machine is \$47,430 for a total of \$94,860. The Board is also purchasing a large format scanner for one of the machines for an extra charge of \$4,620. Canon is giving a trade-in credit of \$2,600, per machine, for a total of \$5,200. The total cost of the purchase with credit is \$94,280. Secretary Umame moved to adopt the Finance Committee's report as unanimously recommended to the full Board. Commissioner Schulkin seconded the motion, which was unanimously adopted;
- Election Center - This contract will be discussed at the next meeting once all of the details are finalized;
- Derive Technologies – This is a purchase of three (3) servers for the Tablet Unit for the purposes of updating and maintenance of the tablets. The new servers are being procured through the NYS OGS

contract. This contract was not done through the regular bidding process because Derive is a certified minority women business enterprise. The total cost of the purchase is \$166,971.32. It also includes air conditioning and climate control for the servers. Secretary Umame noted that the topic of using servers vs. The Cloud was discussed as well. There was concern about security using only The Cloud and this technology is needed for the upcoming elections. In the future, the Finance Committee will have further discussion on the long term goal of the servers. Secretary Umame moved to adopt the Finance Committee's report as unanimously recommended to the full Board. Commissioner Flateau seconded the motion, which was unanimously adopted;

- OUTFRONT Media – This is a purchase for the Poll Worker Recruitment Campaign for 3,000 citywide subway car cards, 108 Staten Island Railway car cards, and 4,000 citywide interior bus cards. The total cost is \$400,000. This contract is “piggy backing” off of the NYC Department of Health contract. Secretary Umame moved to adopt the Finance Committee's report as recommended to the full Board. Commissioner Flateau seconded the motion, which was unanimously adopted.

President Guastella moved to convene an Executive Session for purposes of personnel and litigation matters. The motion was seconded and unanimously adopted.

Following Executive Session, the open public meeting resumed and President Guastella reported that there were no actions to be reported from Executive Session.

Secretary Umane moved to adjourn the meeting. President Guastella seconded the motion, which was unanimously adopted.

The next stated meeting of the Commissioners will be held on Tuesday, June 21, 2016 at 1:30 P.M.