

MEETING OF THE COMMISSIONERS OF ELECTIONS  
IN THE CITY OF NEW YORK  
HELD ON TUESDAY, OCTOBER 15, 2019 AT 1:30 P.M.  
42 BROADWAY, 6<sup>th</sup> FLOOR, COMMISSIONERS' HEARING ROOM  
NEW YORK, NY 10004

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PRESENT:       President John Wm. Zaccone  
                  Secretary Patricia Anne Taylor

Commissioners Miguelina Camilo, Tiffany Townsend, Michael Michel,  
Simon Shamoun, Frederic M. Umane

Michael J. Ryan, Executive Director  
Dawn Sandow, Deputy Executive Director  
Georgea Kontzamanis, Operations Manager  
Raphael Savino, Deputy General Counsel  
Valerie Vazquez, Director, Communications and Public Affairs  
Steven Guglielmi, Director, Personnel  
Sherwin Suss, Agency Chief Contract Officer, Procurement  
Kenneth Moltner, Counsel to the Commissioners  
Steven B. Denkberg, Counsel to the Commissioners

GUEST:       Kate Doran, LWV  
                  Wendy Byrne, LWV  
                  Cara Ding  
                  Paul Greaney  
                  Jan Combopiano, Brooklyn Voters Alliance  
                  Zach Borodkin, DRNY  
                  Barbara Taylor

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President Zaccone called the meeting to order at 1:39 P.M.

President Zaccone moved to table the minutes from the October 1, 2019 meeting for one (1) week. The motion was seconded, and unanimously adopted.

Mr. Ryan provided the following Early Voting updates:

- The Commissioners' Executive Committee approved the NYPD Agreement to utilize services from the NYPD Paid Detail Unit for the Early Voting period. Two (2) off duty Police Officers will be assigned to each Early Voting location citywide and will work split shifts. The NYPD will assign the Police Officers accordingly. The agreement is for this Early Voting period only. Commissioner Michel moved to ratify the Commissioners' Executive Committee's approval of the NYPD Agreement for this Early Voting period. President Zaccone seconded the motion, which was unanimously adopted;
- Poll Worker Training
  - As of October 11, 2019, a total of 36,587 (74%) regular poll workers have been trained, and a total of 3,384 Early Voting poll workers have been trained;
  - The Lead Trainer and Coordinator training commences October 16, 2019;

- The Borough Offices are on track to complete training to meet Election Day needs;
- Board staff visited Vanguard's office concerning the packing of supply bags and the packing is on track;
- The cabinet issue for the Ballot On Demand (BOD) printers has been resolved. The Board is on track with deliveries and received 525 cabinets to date. The remaining deliveries will be completed this week;
- The Electronic Poll Pads and BOD's are currently being connected in the cabinets at the Brooklyn warehouse. The Voting Equipment Operations Unit (VEOU) is confident that set-up will be on track;
- The delivery of Election Day ballots is in progress;
- The Board's newly designed website was launched today;
- The seven (7) required reports for the New York State Board of Elections have been submitted;
- October 11, 2019 was the last day to register to vote for the November 5, 2019 General Election. Mr. Ryan will report on registration numbers at a future meeting.

Commissioner Michel inquired about the disclaimer for the “Email Update” function on the Board’s new website. Mr. Ryan reported that language for the disclaimer is currently being worked on by staff and will be reported at a later date. The “Email Update” function is currently under construction on the website.

Mr. Suss reported on the following procurement matters:

- On September 10, 2019, the Commissioners approved a blanket order not to exceed \$233,860.00 for the United Rentals generator contract for sixty-one (61) Early Voting sites to be used as needed. Mr. Suss reported that the Board has requested United Rentals to have additional technicians during the generator operating times assigned to each borough to respond to any issues, and fuel charges have been calculated into the contract. The Voting Equipment Operations Unit (VEOU) is currently surveying Early Voting sites for power sufficiency. The new Ballot On Demand (BOD) printers draw a lot of power amperage when they start up and are being utilized throughout the day. President Zaccone reported that eight (8) out of nine (9) Early Voting sites in Staten Island will require a generator. Mr. Ryan reported that VEOU staff will prepare a

report of Early Voting sites that will need a generator which will be forwarded to the Commissioners. In the future, Early Voting sites will be surveyed for power amperage for the BOD printers. Mr. Suss requested approval from the Commissioners to move forward with an increase in the blanket order of \$255,035.45 for a total cost of \$488,895.45 for the United Rentals contract and will be used as needed. This service is being provided through a DCAS Citywide Requirements contract. Commissioner Umane moved to adopt the United Rentals contract as presented. Commissioner Camilo seconded the motion, which was unanimously adopted;

- Mr. Suss reported on the Derive Technologies contract which is for HPE 3PAR Computer Hard Drive Storage with all necessary services, support, and licensing. It is needed to store the Board's voter registration and Election Day Operations applications/databases, and other day to day applications. The current 3PAR Hard Drive Storage is at 75% usage and requires 15% to remain free for swap space. The storage request is to provide the Board the necessary storage space for all applications and databases maintained by MIS and should support the Board for the next five (5) years. This contract was

competitively bid through the NYS OGS Technology Umbrella contract and the cost is \$369,539. A total of 35 vendors submitted bids. Mr. Suss requested approval of the Derive Technologies contract as presented. President Zaccone reminded and requested for the Commissioners' Finance Committee to review all contracts initially and then be presented to the full Board in advance of the meeting with all relevant documents. President Zaccone moved to table this contract until the next meeting. Commissioner Umame seconded the motion, which was unanimously adopted.

Mr. Ryan reported on the License Agreement for Early Voting Poll Sites. Copies of the License Agreement were circulated to the Commissioners for review and consideration. The New York City Law Department has approved the language of the License Agreement and the Office of the General Counsel has reviewed it as well. There was discussion on how to quantify incidental costs for each site in the future. Commissioner Umame moved to adopt the License Agreement for Early Voting for the limited purpose of this election only with further review for the April election. Commissioner Shamoun seconded the motion, which was unanimously adopted.

The next stated meeting of the Commissioners is scheduled for Tuesday, October 22, 2019 at 1:30 P.M.

Commissioner Michel moved to adjourn the meeting. Commissioner Camilo seconded the motion, which was unanimously adopted.