



**STATE OF DELAWARE
BOARD OF ELECTIONS
OFFICE OF THE STATE ELECTION COMMISSIONER
905 S. Governors Avenue, Suite 170
Dover, DE 19904
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Minutes of October 14, 2019 State Board of Elections Meeting

PUBLIC SESSION

Members Present:

Mr. Pasquale, [D]-New Castle County
Mr. Sterling, [R]-New Castle County, At Large
Ms. Pugh, [D]-Sussex County
Mrs. Williams-Mayo [D]-New Castle County, At Large
Ms. Philpotts, [D]-Wilmington
Ms. Sikora, [R]-Sussex County
Dr. Warfield-Walker, [R]-Kent County

Staff Present:

Mr. Albence, State Election Commissioner
Mrs. Young, County Director, Kent County Office
Mr. Greig, Deputy County Director, Kent County Office
Mr. Sholl, Deputy County Director, New Castle County Office
Mrs. Turner, Deputy County Director, Sussex County Office
Mr. Broujos, Deputy Attorney General, Department of Justice
[via Conference Call]

Public Present:

None

1. Mr. Pasquale called the meeting to order at 4:07 p.m.
2. Ms. Pugh moved and Mr. Sterling seconded the motion to approve the public session minutes of the September 9, 2019, meeting, as presented. Motion passed unanimously.
3. Ms. Pugh moved to approve the executive session meeting minutes from September 9, 2019, and Mrs. Williams-Mayo seconded the motion. The motion passed unanimously.
4. Commissioner Albence provided a summary on the current financial status of the Department per its appropriation in the FY2020 State Budget. The Commissioner also noted the Board on the Department's progress in preparing for the FY2021 State Budget.

5. Commissioner Albence provided an update to the current statewide voter registration total as of September 1, 2019, as well as historical voter registration data. The total number of registered voters in the State as of September 1, 2019 was 709,845.
6. Commissioner Albence provided an overview of the Department's activities including outreach, upcoming elections and demonstrations of the new voting equipment.
7. Commissioner Albence provided a recap on ES&S' progress regarding outstanding items that are being worked through. Software upgrade for full compatibility with Windows 10 has been certified and is underway.
8. Commissioner Albence provided a summary of a federal bill that has been filed that would potentially grant elections security funding. Currently, there is no action on this bill.
9. Commissioner Albence provided a recap on procedures review for the Organized Voter Registration Program with respect to streamlining materials that are disseminated to registrars, consistency of training schedule, and availability of the program throughout the state.
10. Commissioner Albence provided a summary on best practices for ballot transfer procedures in elections. Discussion ensued regarding the recent recount of the Dewey Beach municipal election.
11. Commissioner Albence provided a recap on the implementation of new equipment at all office locations. The devices are equipped with the latest operating system compatible with the new Voter Registration process.
12. Commissioner Albence provided a recap regarding the standardization of cyber security within the Department. Mr. Sterling offered valuable insights concerning this topic. The Commissioner will follow up with Mr. Sterling's thoughts.
13. Commissioner Albence provided an update to the Department's ongoing effort in hardening physical security. Interagency security team meetings are held monthly to enhance protocols. Furthermore, observations of current procedures and security assessments of all facilities by the security team and Department partners will aid in prioritizing enhancements.
14. Commissioner Albence gauged the Board's availability for a possibility of convening for a hearing of any complaints received post Presidential Primary and State Primary Elections.
15. Commissioner Albence provided a summary of the Department's website statistics, including visits to the State Election Commissioner and county office websites, provided via the Google Analytics program. The data spike in website activity was due to National Voter Registration Day which was September 24, 2019.

16. OLD BUSINESS:

Commissioner Albence provided a recap on the status of filling vacancy of County Director for New Castle County.

17. Mrs. Williams-Mayo moved and Ms. Pugh seconded the motion to approve the removals as presented.

18. Commissioner Albence provided an overview regarding the use of barcodes in elections. The Commissioner clarified their use do not tie voters' personal information to their ballot in any way. Reading materials were distributed to Board members.

19. NEW BUSINESS:

- Ms. Pugh motioned and Mr. Sterling seconded the motion to approve polling place changes for the Appoquinimink School District Referendum. A new polling place will be added at Lorewood Grove Elementary School and an existing polling place will be relocated from Townsend Early Childhood Center to Townsend Elementary School. The motion passed unanimously.
- Commissioner Albence to follow up on request presented by Mr. Pasquale regarding an increase in compensation or mileage reimbursement for Board members.

20. Mr. Sterling moved to adjourn the meeting and Dr. Warfield-Walker seconded the motion. The motion passed unanimously and the meeting was adjourned at 4:55 p.m.

Respectfully submitted,

James A. Sterling, III
Board Member and Board Secretary

NEXT MEETING: MONDAY, NOVEMBER 18, 2019, 3:00 P.M.

LOCATION: OFFICE OF THE STATE ELECTION COMMISSIONER, 905 S. GOVERNORS AVE; DOVER, DE 19904