



Mark Ritchie

MINNESOTA SECRETARY OF STATE

**MACO Conference
January 17, 2008**

2008 Caucus locations, straw results on OSS web

- Look at Caucus brochure on OSS web site.
- We have been receiving calls from counties, municipalities and schools regarding meeting prohibitions, etc. as they relate to the parties moving the caucuses to Feb. 5th. Our response continues to be that generally, local governments are only obligated to provide space and restrict their activities on the statutorily designated caucus date March 4th. If they have the flexibility, however, it might be helpful if they voluntarily chose not to plan other activities on the date the parties have announced that they will hold their caucuses, Feb. 5th, in an effort to promote civic engagement.
- On our main page www.sos.state.mn.us ; direct link at <http://caucusfinder.sos.state.mn.us/>
- FTP site for counties to obtain caucus location files; Read Me file for reference as location updates made.
- Presidential Preference results on OSS web site.

2008 Legislative Agenda

- Agreement from 2007 package hope to pass early in session.
- UOCAVA in separate bill with ability to email ballot out, voter prints, marks and mails back.
- Twp AutoMark issue
- Automatic Registration proposal try again in 2009

Proposed VR and AB rules:

Hearing on Jan 25th at 60 Empire Dr. at 9 am

Includes:

- New 8 ½ x 11 VR application; EDR can be lighter 40 lb paper w/voucher form on back.
- Can still use old cards thru 2008 general, and on Election Days after that.
- EDR proofs: Allow Res facility staff authorized to vouch both by list or letterhead statement; clarify can use electronic utility bills; rent statement is a utility bill; Postsecondary student list coordinated by OSS to sort thru precinct finder at Nov general elections; simplified tracking of 15 vouchers; challenges in poll place
- AB apps by OSS, not in rule.
- New AB instructions

EAC Minnesota Audit

- Inspector General's Office of the EAC will be conducting a routine audit of the HAVA funds Minnesota has received over the past four years.
- Every State is required to be audited at least once under this program; ours started January 15, 2008 and will take several weeks. The review includes:
 - HAVA expenditures, Title II, sec. 251, including salaries, SVRS expenditures, etc.
 - EAID grant fund expenditures, Title II, sec. 261
 - Accounting for equipment purchased including spot checking of assets
 - Amount of interest earned on each separate fund account .
 - Election related expenses showing the Maintenance of Effort by OSS and counties has been maintained at pre-2000 levels.
 - Beginning and ending balances for the different funds for the reporting period
- They have informed us that they will examine how the State has distributed and accounted for the grant money and will audit five or six randomly selected counties related to their local expenditure of funds .
- We wanted to alert you to this audit and suggest that your staff review your county's documentation and be prepared to respond to questions about expenditures, maintenance of effort and assets (serial numbers/locations) purchased with HAVA funds.
- ***The EAC auditors will be sending out a survey to all counties. Warning! It could be detailed! Will ask items such as how county handles revenue (fund/account, balances, reconciled); disbursements (procedures, how transactions recorded, acctg system overrides); procurement (how purchased equipment, POs/receiving documents); Property mgmt (asset safekeeping, leased/loaned, storage, access); Program Income (sell VR lists?, rent or lease equipment out?); Maintenance of effort

Work Group statuses:

- SVRS: Prioritizing defects for next versions of SVRS, reviewed system letters and quick reference guides. Upgrades coming in Feb and End of May = version to be used for 2008 elections; Hired new EDP Help Desk (Cleven).
- AB: Met & discussed ways to eliminate extra clicks; especially for counter Abs.
- Publications/Training: Discussing LEO guides, posters, EJ video. Guides to include links to statutes and forms.
- Equipment/ERS. Discussed example ballots, 2007 ERS; 2008 ERS upgrades.

2008 Training Conference status

- Surveyed counties for preference between metro area and Central MN.
- 45-15 for central MN.
- Put out request for Bids; in the process of evaluating the bids.
- Tentatively June 10th & 11th.

EAC VVSG status

- Sharon Anderson and Gary Poser attended EAC Standards Board meeting in Dec.
- 2005 VVSG in effect in Dec., 2007
- Next VVSG in 1st comment period; final adoption not expected until 2009

Safe At Home Absentees

- Passed rules for coordinating ABs for participants.
- Look for training this summer.

SSN Verification Status

- Have received records sent through SSN Verification process.
- In SVRS production on Thursday?
- Priority training will be given to those counties with records in verification queue.
- Records with DL need more thorough research before sending to SSN process.
- Additional information and training dates will be announced soon.

HHH Institute

- Is alternate training that we encourage for administrators to obtain training hours.
- Jan. 24th brochure says to apply for 6.75 hrs credit. Can only give credit for those topics outlined in 8240. Currently have approved 3.5 hours.
- Have asked HHH for further course descriptions to see if OSS can give more credit.

School District Combinations

- Nov. 2007 election was significantly affected by special school referendums
- Especially difficult for those regularly on even years with no school combinations input into SVRS.
- Encourage counties to have combos for all schools set up in SVRS, with standard naming conventions, so that they are better prepared for more SD levy referendums even if they normally do not have odd year elections.

Other Topics: