



Board of Elections | The City of New York

Annual Report 2010



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The Board is headed by ten Commissioners, two from each borough representing both major political parties for a term of four years approved by the New York City Council...

... A similar bipartisan arrangement of over 316 deputies, clerks and other personnel ensures that no one party controls the Board of Elections. The Board appoints an executive staff consisting of an Executive Director, Deputy Executive Director and other senior staff managers charged with the responsibility to oversee the operations of the Board on a daily basis. Together, the executive and support staffs provide a wide range of electoral services to residents in Manhattan, The Bronx, Brooklyn, Queens and Staten Island.

The Commissioners of Elections meet every Tuesday at the Executive Office, in addition to the special hearings, legislative sessions and specific issue-oriented meetings (electronic voting, election legislation, labor management, rules and budget) during the calendar year.

Commissioners of Elections in the City of New York

	BOROUGH	PARTY
JUDITH D. STUPP	Queens	Republican
JOSE MIGUEL ARAUJO	Queens	Democrat
MICHAEL J. RYAN	Staten Island	Democrat
JOHN PETER "JP" SIPP	Staten Island	Republican
NANCY MOTTOLA-SCHACHER	Brooklyn	Republican
JULIE DENT, PRESIDENT	Brooklyn	Democrat
NAOMI BARRERA	Bronx	Democrat
JUAN CARLOS "JC" POLANCO, SECRETARY	Bronx	Republican
GREGORY C. SOUMAS	Manhattan	Democrat
FREDERIC M. UMANE	Manhattan	Republican



From left to right (top row):
Frederic M. Umane, Jose Miguel Araujo, John
Peter "JP" Sipp, Michael J. Ryan, Judith Stupp,
Gregory C. Soumas

(bottom row):
Naomi Barrera, Julie Dent, Juan Carlos "JC"
Polanco, Nancy Mottola-Schacher

Mission Statement



The Board of Elections in the City of New York, as provided under Section 3-200 of the New York State Election Law, is responsible:

- 1. To conduct fair and honest elections, from local to federal levels;**
- 2. To enfranchise all eligible New Yorkers to register to vote and to practice those rights;**
- 3. To conduct elections, certify the canvass and to retain the official records;**
- 4. Voter outreach and education.**

Briefly stated, this means:

First, the preparation of the ballot for Primary, Special and General Elections to the extent that all vacancies for public office and party positions may be filled.

Second, that qualified voters may exercise their right to franchise and that every opportunity be given to voters to execute that right and to vote for whom they choose.

Third, that the votes of the electorate at Primary, Special and General Elections be properly canvassed and that a true count be given for each candidate voted for.

Finally, that we make every effort to inform and educate the voting public of their rights as a voter and also to reach out to all Americans to instruct them in the voting process.

The following pages of this report will illustrate some of the duties as classified in the above synopsis.

President's Message

2010 was an historic year for the Board of Elections in the City of New York. For the first time in more than 50 years, a new voting system was introduced to New York City voters. This new system is part of the City's compliance with the Help America Vote Act (HAVA) passed by Congress in October 2002 and a subsequent state law passed in 2005, which required that all States implement voting systems that produce a permanent paper record which can be used in a recount. The lever machines historically used in New York City did not have a paper record. Implemented during the 2010 Election cycle, the new federally mandated voting system provides a verifiable paper record and allows all voters, including voters with disabilities, to vote privately and independently at their poll site.

The new voting system was selected from the two systems certified by the State Board of Elections in December 2009, following certification by an independent testing authority as meeting all State and Federal requirements. The State Board certification cleared the way for the Board of Elections in the City of New York to make its selection in January 2010. With less than nine months before the Primary, the Board had a limited amount of time to implement a system after more than 50 years of using the lever machines. Many new legislative changes that significantly modified the voting process were enacted in July 2010, which also had to be implemented and incorporated into our preparations. The scope of implementing the new poll-site voting system required the marshalling of all available resources, and included:

- Training more than 36,000 poll workers on the new scanners, BMDs and poll worker procedures
- Performing City acceptance and functional testing on more than 5,700 optical scanners and BMDs
- Evaluating approximately 1,300 poll sites for suitability for the new voting system
- Coordinating with more than 4,500 NYPD officers on Election Day
- Renovating more than 150,000 square feet of voting machine facility space to store the new scanners, BMDs and other materials
- Programming more than 10,000 portable memory devices for the optical scanners
- Printing more than 4.8 million paper ballots
- Providing 16,000 privacy booths at all poll sites

Julie Dent
President



During 2010, the Board took multiple steps to prepare all voters to vote the new way. We conducted a comprehensive public education campaign to familiarize voters with the new way of voting, inform them about where they can learn more, and build their confidence in voting using a paper ballot on Election Day. Beginning in May, the Board, working with community groups across the City, held over 600 public demonstrations to allow voters ample opportunity to practice voting on a paper ballot and using the new voting system before Election Day. We established learning centers in every Borough office, providing voters with the opportunity to learn more about the new voting system and to practice voting at their convenience. We engaged in a comprehensive advertising campaign, reaching voters through daily and community newspapers, mass transit advertising, television, radio, and internet advertising. Through our community outreach program and mobile demonstration efforts, we distributed over 400,000 pieces of voter educational materials, and reached all 4.3 registered voters twice through multi-language mailers. In addition, the Board created a new public education website dedicated to educating voters about how to vote the new way, including informational videos and detailed information in five languages.

On September 14, 2010, the new voting system was used for the first time during the Primary Election. As expected with any major change, there were some issues which the Board quickly identified and addressed. We took positive steps to correct lessons learned from Primary Day and applied them to ensure a smooth implementation of the new voting system during the General Election held on November 2, 2010. We intend to take additional lessons learned from the General Election to apply to next year's Elections.

2010 was a year of change and growth for the Board of Elections. On behalf of the Commissioners, I would like to thank the Executive Management, all Board employees, poll site personnel and our Election Day partners for their service and commitment to ensuring the success of this year's Primary and General Elections. I would especially like to thank Dawn Sandow, Deputy Executive Director and Pamela Green Perkins, Administrative Manager, for their willingness to assist in ensuring a smooth election process for all voters.

Introducing a change in the voting process for New York City voters was a significant undertaking and I am proud of the extraordinary work and dedication of everyone involved. The Board of Elections in the City of New York looks forward to continuing to strive to do even better in future elections, and assure that every voter is confident and comfortable using the new voting system.

NAOMI BARRERA ESQ., Commissioner

Naomi Barrera is a graduate of Brooklyn Law School (*J.D. 2002*) and SUNY Purchase (*B.A. in Political Science, 1998*). She is admitted to practice in the State of New York and the Southern and Eastern Districts of the United States District Courts of New York.

Shortly after admission to the New York State Bar in April 2003, Mrs. Barrera opened the law offices of Johnson & Silie, LLP, along with a business partner. Her primary area of practice was residential real estate. In October 2006, Mrs. Barrera launched the law offices of Naomi Silie, P.C., where she continued handling real estate transactions as a solo-practitioner.

On December 18, 2008, Mrs. Barrera was appointed by the New York City Council to serve a four-year term as the Bronx Democratic Commissioner for the New York City Board of Elections.



Bronx

JUAN CARLOS "JC" POLANCO ESQ., MBA, Secretary

J.C. (Juan Carlos) Polanco is the New York City Board of Elections Republican representative from Bronx County and was appointed by the New York City Council in 2007.

Mr. Polanco presently serves as director of the New York City Regional Office for State Assembly Minority Leader James N. Tedisco. He is the principal of Polanco Law, PLLC and is licensed to practice law in the states of New York and New Jersey. He is a real estate broker for the Polanco Organization, LLC. In addition, Mr. Polanco is an adjunct professor at Boricua College and CUNY/Borough of Manhattan Community College, where he specializes in ethnic studies, history and political science.

Previously, Mr. Polanco spent three years teaching social studies at Harry S. Truman High School in the Bronx. He earned his bachelor's degree in History / Political Science from The State University of New York. In 2005, as a night student, he completed a Juris Doctor and a master of business administration degree at Fordham University.

A member of the New York Republican State Committee, Mr. Polanco serves as executive district leader for the 80th Assembly District and is a vice president of the GOP in Bronx County.





GREGORY C. SOUMAS ESQ., Commissioner

Gregory Soumas is the New York City Board of Elections Democratic representative from Manhattan and was appointed by the New York City Council in 2005.

Mr. Soumas graduated from Syracuse University with a bachelor of arts degree in political science and earned a juris doctor degree from Suffolk University Law School in Boston, MA.

A native New Yorker, Mr. Soumas was born in Manhattan and raised in the Riverdale section of the Bronx. He currently lives on the Upper West Side of Manhattan with his wife, Robin. He has been a Democratic Party district leader since he was first elected in 2002.

Manhattan



FREDERIC M. UMANE ESQ., Commissioner

Frederic M. Umane has served as a commissioner of the New York City Board of Elections since 1995. A Republican from Manhattan, he was president of the Board during the 2005 mayoral election and has been active in local politics for more than twenty years.

An attorney, Mr. Umane is a partner at Zeichner Ellman and Krause and heads the firm's transactional banking, corporate and real estate group. He has substantial experience in bank regulatory matters and issues involving mortgage fraud, automobile and hotel finances.

Mr. Umane is admitted to the practice of law in New York State and the federal courts. He is an active member of the American Bar Association as well as the Associations of the Bar of the City of New York and New York State.

He received his J.D. from Albany Law School and his B.A. from Union University. Mr. Umane is married to Susan Umane and they have two children, Ryan and Bradley.

MICHAEL J. RYAN, ESQ., Commissioner

Michael J. Ryan, a native of Staten Island, New York, has served the Board of Elections in the City of New York as the Democratic representative from Staten Island since his appointment by the New York City Council in April of 2010.

Mr. Ryan graduated from St. John's University with a bachelor of science degree, and earned a juris doctorate degree from New York Law School.

A member of the bar in New York, New Jersey and the federal courts, Mr. Ryan is a practicing attorney with a specialty in criminal justice. In addition to his private law practice, Mr. Ryan also has an extensive background in serving the public on matters of criminal justice policy, including serving the Office of the Governor of New York as Deputy Director of Criminal Justice, as well as serving the Office of the Mayor in the City of New York in the Office of the Criminal Justice Coordinator. In addition, Mr. Ryan served in a number of roles within the City of New York Department of Probation. While with the City of York, Mr. Ryan received the Department of Probation Commissioner's Meritorious Service Award for Valor in the Line of Duty.

Mr. Ryan resides in Staten Island with his wife and three children.



Staten Island

JOHN PETER "JP" SIPP JR. ESQ., Commissioner

John Peter Sipp Jr. is the Staten Island Republican representative and was appointed by the New York City Council in 2009.

At the start of his career as an attorney, Mr. Sipp managed personal injury matters from inception through trial and tried more than 20 cases to verdict. In 2001, he joined his father and brother as a partner at The Sipp Law Firm where he managed cases, including contract, estate, personal injury and environmental litigation. Mr. Sipp was appointed to serve as Guardian, Court Evaluator and attorney for Alleged Incapacitated Persons in numerous Article 81 matters in both Richmond and Kings Counties.

Mr. Sipp is a graduate of Fordham University and Quinnipiac University Law School and is a native of Staten Island. He lives in West Brighton with his wife and two daughters.





NANCY MOTTOLA-SCHACHER ESQ., Commissioner

Nancy Mottola-Schacher is the New York City Board of Elections Republican representative from Kings County and was appointed by the New York City Council in 2001.

An attorney, Ms. Mottola-Schacher has served as the law judge for the New York State Workers' Compensation Board. She was the law secretary for Judge Joseph Soviero and served as the senior attorney for the New York State Mental Health Information Service, second Judicial Department.

Ms. Mottola-Schacher earned her B.A. from St. John's University and her J.D. from St. John's Law School.

She has been the president of the Brooklyn Women's Bar Association and was named the Kings County "Republican of the Year for Community Service" by the Brownstone Republican Club. Ms. Mottola-Schacher has been honored with the national achievement A.M.I.T.A. award as the most distinguished American woman of Italian descent in the field of law.

She was also named Republican of the Year by the Kings County Republican party in 2001.

Brooklyn



JULIE DENT, President

Julie Dent was appointed to the New York City Board of Elections in July 2007 as the Democratic commissioner representing Kings County.

A community activist, counselor and teacher, Ms. Dent is the executive and educational director of the Audrey Johnson DayCare center and chairs the local Community Board where the preschool is located. She is a former Executive Board member of School Board District 32, the former vice chairperson on the Advisory Board of Woodhull Hospital and she has collaborated with the New York City Police Department and Citizen Committee of New York to engage youth in responding to the needs of the elderly in the community.

Ms. Dent is listed in Who's Who in American Education and Who's Who of American Women. She has been honored by the Professional Association of Day Care Directors, the New York City Council and the Federation of Protestant Welfare, Inc, NY State Senate, NY State Assembly, Brooklyn District Attorney, Former Mayor Giuliani and current Mayor Michael Bloomberg. She is also the recipient of the 2007 National Association of Childcare Professionals. She is also the recipient of the 2009 Women of Distinction Award from the New York State Senate. She was recently elected to the Legislative Committee of the Elections Commissioners Association of NY State.

Ms. Dent has earned a master's degree with honors in education from the City College of New York. She received her bachelor's degree from Empire State College in Saratoga Springs, NY and associate's degree from the Borough of Manhattan Community College. She is the extremely proud mother of her only child Christopher who serves as an NYPD Police Officer. Her family members are her strongest supporters.

JUDITH D. STUPP, Commissioner

Judith Dolan Stupp, a native of Albany, New York, has served the NYC Board of Elections as a Commissioner since October 2008. She was recently elected to the Legislative Committee of the *Elections Commissioners Association of New York State*. Judy devoted the bulk of her career to the New York State Senate, where she served four Senate Majority Leaders as Manager of Downstate Operations, based in Manhattan. Previously, she was a Legislative Aide to Senator Roy M. Goodman, then Chairman of the Committee on Investigations.

Prior to her marriage and move to New York City, Judy was the Committee Clerk of the Senate Committee on Mental Hygiene, then chaired by Senator Frank Padavan. A graduate of St. John's University, Judy is active in her Queens community, and has been an *NYC Learning Leader* in the public school system.

Married to former NYC Aging Commissioner Herbert W. Stupp, Judy is the mother of two children, Matthew and Catherine.



Queens

JOSE MIGUEL ARAUJO ESQ., Commissioner

Jose Miguel Araujo was appointed to the New York City Board of Elections in 2008 and serves as the Democrat representative from Queens.

A Democrat, Mr. Araujo graduated from John Jay College of Criminal Justice with a Bachelor of Science Degree in Criminal Justice. He went on to receive his Juris Doctorate from the City University of New York School of Law and is a practicing attorney in the areas concerning Criminal Guardianship/Article 81 of the Mental Hygiene Law, Wills and Estate and Real Estate.

As a member of the Board's Public Education Subcommittee, he was integral in the implementation of the citywide public education campaign intended to inform New Yorkers of new changes to the voting system resulting from the Congressional Help America Vote Act.

Mr. Araujo and his wife Rita live in Queens with their four sons Justen, Joel, Ricardo and Ariel.



Executive Management



DAWN SANDOW
Deputy Executive Director



PAMELA GREEN PERKINS
Administrative Manager

Senior Staff

TROY JOHNSON

Coordinator of Candidate Records Unit

VALERIE VAZQUEZ

Director of Communications & Public Affairs

BETH FOSSELLA

Coordinator of Voter Registration Activities

ROSANNA KOSTAMOULAS RAHMOUNI

Coordinator of Election Day Operations

JOHN P. O'GRADY

Chief Voting Machine Technician

NICHOLAS SQUICCIARINI

Facilities Manager

STEWART LIBERMAN

Agency Chief Contracting Officer

LUCILLE GRIMALDI

Director of Electronic Voting Systems

DOROTHY DELAYO

Director of Personnel/Records Management Officer

JOHN WARD

Finance Officer

STEVEN H. RICHMAN

General Counsel

STEVEN FERGUSON

Director of Management Information Services

CHARLES WEBB III, STEVEN DENKBERG

Counsels to the Commissioners

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Deputy Chief Clerk



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Chief Clerk

MARYROSE SATTIE
Deputy Chief Clerk



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KATHERINE JAMES
Deputy Chief Clerk



STATEN ISLAND

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SHEILA DELGIORNO
Chief Clerk

ANTHONY ANDRIULLI
Deputy Chief Clerk



Candidate Records Unit



TROY JOHNSON
Coordinator, Candidate Records Unit

The Candidate Records Unit (CRU) of the Board of Elections in the City of New York is responsible for the receiving, recording, processing and tracking of all candidates and objector document filings as well as proofing of candidate names that achieve ballot status for Primary, General and Special Election Events.

The CRU staff maintains accurate candidate status on all these items in order to ensure an accurate ballot. The staff prepares, reviews, updates and corrects errors identified on all reports that feed the proofs of voting machine and paper (absentee, military, Ballot Marking Device, and standby emergency) ballots.

The unit also has a limited responsibility for receiving, recording and monitoring candidate compliance documents for In-Lieu-Of filers only as part of the Campaign Financial Disclosure requirements. CRU received 538 financial disclosure reports from various candidates, political party committees and political action committees in 2010. CRU staff makes courtesy telephone calls and sends non-compliance notices to treasurers by US Certified Mail as well as notifying non-compliant candidates by regular First Class Mail. Non-compliant candidates and committees are reported to the Commissioners of Elections, who instruct the Agency Enforcement Officer to begin legal proceedings against those in violation.

2010 DESIGNATING AND NOMINATING PETITIONS RECEIVED

	Designating	Independent
Petitions Received	3856	100
Challenged	480	50
Specifications Filed	267	34
Found Invalid by Board	737	20

Communications and Public Affairs



VALERIE VAZQUEZ
Director of Communications and
Public Affairs

During 2010, the Communications and Public Affairs Department focused on raising awareness of the new voting system through public education efforts and media outreach. To do so, a comprehensive public education campaign was employed to ensure all voters were prepared before heading to their poll sites. A surround-sound communications approach delivered and reinforced messages to drive awareness, increase understanding, and ensure voters felt confident and knowledgeable when using the new voting system during the Primary and General Election. Elements of this approach include the creation of a public education website, social media engagement, a wide-ranging mobile education effort, a thorough advertising campaign, proactive earned media outreach, community partner engagement and the creation of voter education materials.

PUBLIC EDUCATION WEBSITE

As a central information point to support the campaign, a public education website was developed to provide information on the new voting system in English, Spanish, Chinese, Korean and Russian. The site was launched in May 2010 and has seen tens of thousands of visitors. Through this fully accessible website, the Board provided clear information on how to use the new machines, including a toolkit of information for community groups and the public to use in their own education efforts. The “request a demo” function and the “find a demo” search feature allowed visitors to personally engage with the public education campaign. Public education videos, radio advertisements and additional voter education materials were also provided on the site. Social media tactics including Facebook and Twitter were used to drive online engagement and educate and respond to voters through online channels.

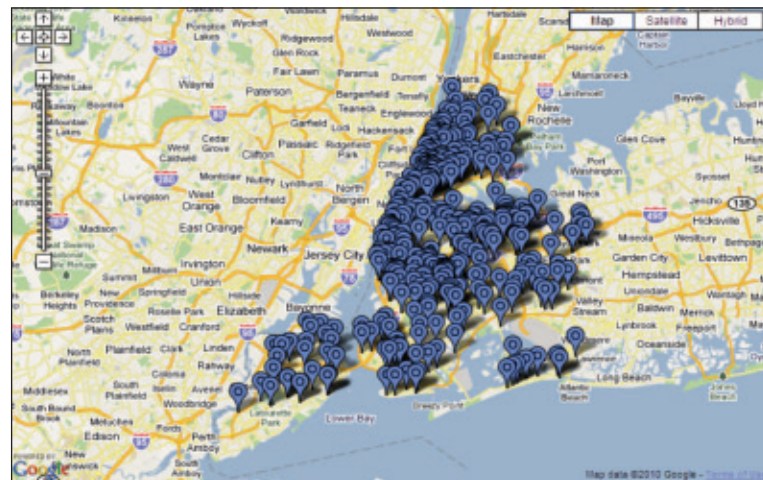


General Election 2010 Twitter Results

- Team monitored nearly 700 tweets on Election Day
- Actively engaged in 262 conversations

OUTREACH

Launched in May of 2010, the Communications Department conducted a mobile education campaign to ensure that as many New Yorkers as possible had direct experience with the new voting system before the Primary and General Elections. This outreach consisted of five branded trucks and a field team, which brought demonstrations of the new voting system into neighborhoods across the City. The Board also set up Learning Centers in each Borough office, allowing New Yorkers to have a hands-on experience voting in their own timeframe. With support from local organizations, community groups and various dedicated partners, the Board conducted over 620 mobile education events. These events provided more than 30,000 New Yorkers across all five boroughs a hands-on opportunity to learn about the new voting system and practice voting. The team worked with elected officials, agencies, and community groups to identify outreach areas. Demonstrations were conducted in every council district and served to raise awareness for all communities, including Senior, Asian, Latino and Disabled voter populations.



In addition to mobile education, the Communications Department engaged in comprehensive community organization outreach. This outreach created relationships with community groups and organizations that were able to assist in raising awareness and prepare voters to use the new voting systems. In working with over 350 organizations, the Board leveraged allies who enjoyed the status of “trusted sources” among targeted audiences. Groups across all five boroughs including Korean, Chinese and Latino organizations, disability-focused organizations, senior centers, City agencies, County leaders, public libraries, colleges/universities and additional community organizations were targeted through outreach efforts, which included phone calls, emails, e-newsletters, invitations to community organization briefings and voting system demonstrations, and voter education materials packets. The Board invited regular consultation from good government groups to enhance outreach efforts and worked with disability-focused groups such as CIDNY and Lighthouse International regarding voter education materials and the public education website. Additionally, the Communications Department engaged colleges and universities across the City to recruit poll workers and raise awareness among voter populations.

The Communications Department worked closely with governmental agencies to maximize the depth and breadth of the outreach for the program. Key contributions include coordination with the Mayor’s office and citywide event coordination and management. The NYC 2010 Census Office provided strategic counsel on targeted community outreach and assistance from the Department of the Aging resulted in over 100 demonstrations of the new voting machines occurring in senior centers city wide. The Voters’ Assistance Commission sponsored multiple demonstrations and agencies such as DoITT, the MTA, NYC Media and NYC and Company also provided assistance in support of the public education campaign.

Communications and Public Affairs Cont'd

VOTER EDUCATION

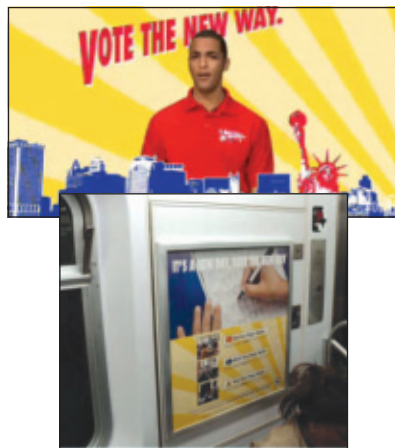
To further extend outreach efforts, an array of voter education materials in English, Spanish, Korean and Chinese were created and distributed during demonstrations, provided to groups and organizations and posted to a community outreach toolkit on the public education website. These materials included flyers, posters, brochures, a voter education palm card which was made available to voters at all poll sites across the city and a *Using the New Voting System* DVD with videos in English, Spanish, Korean and Chinese. In addition, the Board highlighted information on the new voting system in the August required mailer to all 4.3 million registered voters, and produced a dedicated mailer focused solely on the new voting system to all voters in October.



Through the city-wide mailer, mobile education events, community outreach efforts and additional awareness activities, over 4.8 million pieces of voter education materials were distributed. The Communications Department worked with good-government and disability groups to gain valuable feedback on pieces of these materials to ensure voter needs were met. This collaborative approach not only assisted in the quality of the materials, but also aided in informing efforts to create new materials where needed.

ADVERTISING

To ensure information about the new voting system was brought directly to voters, the Board implemented an advertising campaign to heighten voter awareness and inform them of where to go for more information. Targeted outreach via advertising proved to be an important element of the surround-sound public education campaign. Information on the new voting system was provided to voters through advertisements on subways and buses throughout the city, on television and radio, through targeted internet sites, and in community and daily newspapers. The Board



invested a total of \$2.15 million in advertising and received a bonus of more than \$1.175 million in placements, bringing the total value of the advertising buy to \$3.3 million. The bonus placements included additional advertisements on subway cars, buses, trains, in-taxi television, phone kiosks and bus shelters. Bonus placements also included additional spots for television, radio and print advertisements.

MEDIA/PRESS

Since the start of the public education campaign, one of the primary communication vehicles New York City voters have relied upon to learn about the new voting system is the news media. The Communications Department continued to work closely with members of the media to provide information regarding the new voting system, the election process, candidate information and additional election related topics. A section of the Board's public education website was devoted to providing media with information including press releases, statements, voter information notices and a media fact sheet. To spread voter information and support Election Day operations, the Communications Department developed and utilized a media list of more than 250 print, broadcast, radio and digital contacts and facilitated over 60 media interviews and editorial board meetings. Throughout the year, both proactive and reactive media outreach was conducted as a vehicle to provide voter information and to ensure accurate messaging surrounding the new voting system.

2010 Public Education Campaign – Results At A Glance

- Conducted **624 public demonstrations**
- Provided over **30,000 voters** across all boroughs a hands-on opportunity to try the new voting system
- Advertising **investment of \$2.15M in Advertising and free added bonus of more than \$1.175M** in placements resulted in:
 - **Over 25 Million** in total circulation through the collective print placements
 - **Over 385 million impressions** through transit advertising
 - Reaching **55 percent of television viewers** over the age of 18 an average of 16 times
 - Reaching **55 percent of radio listeners** over the age of 18 an average of twelve times
 - **Over 11 million impressions** through digital advertising
 - Nearly **25,000 “clicks”** of Google ads
- Distributed more than **4.8 million pieces of voter education materials**
 - More than **500,000 pieces** distributed through mobile education, City Agency and community organization outreach
 - Reached all **4.3 million registered voters** via a dedicated October multi-language mailer
- Produced **2 million voter education palm cards** for Election Day
- Engaged and coordinated with **over 400 community groups** and organizations across the 5 boroughs

Voter Registration



BETH FOSSELLA
Coordinator, Voter Registration

As the Coordinator of the Voter Registration Department, I am, along with my staff, responsible for all activities that pertain to registering people to vote in the five boroughs of New York. This includes:

- Overseeing the Boroughs' responsibility to maintain the records of all registered voters. The total number of registered voters in the City of New York for 2010 according to the New York State Board of Elections Data Base is **4,548,962**. These numbers include both Active and Inactive voters (Active voters – 4,081,567; Inactive voters – 467,395). These figures are run twice a year on March 1st and November 1st of each year and are posted on the New York State Board Web Site. The MIS Department runs a report every month and the total number of registered voters from January 1, 2010 to December 2010 was **4,550,183**. This includes both active and inactive voters.
- Reaching out to all eligible voters in the City of New York and making them aware of the importance of being a registered voter and how much their vote counts. This is accomplished thru:
 1. conducting registration drives at various community activities (street fairs, work fairs, community organization meetings, senior citizen community centers) and providing material that will help explain the process of voting.
 2. working with the Department of Education by visiting the high schools within the city informing and providing students, who are going to be eligible to vote, with registration applications as well as material that help explain the process of voting.
 3. distribution of voter registration material to the public. It is to be noted that all voter registration material is translated, in accordance to law, in the four languages – English, Spanish, Chinese and Korean.
- Providing and making sure that all registration material is updated in accordance with New York State Law.
- Sorting all registration applications according to Borough, time stamp, track the numbers and coding – Registration, Department of Motor Vehicles and Agency, Code "9" selected city agencies, Code "D"- Department of Education, HAVA took effect, identification was required. Effective January 1, 2006 all first time voter registrations within the State of New York have to provide the same information heretofore requested of voters who registered by mail after January 1, 2003. In order to accommodate the voter, the registration application was re-designed to provide a box where this HAVA

Voter Registration Cont'd

ID information was required. Those who did not provide the necessary identification information, would receive a "First Time Voter Letter", asking them to provide the identification information. If no identification was sent by the time of the election, the voter would be asked to provide this information at the poll site, and if he/she still did not provide it, would not be allowed to vote on the machine, but would have to vote by affidavit ballot.

- Ordering and tracking all voter registration material both in the Manhattan Facility where voter registration is stored, as well as in the General Office.
- Making sure that all Voter Registration material is updated and translated into the four languages required by law, English, Spanish, Chinese and Korean.
- In 2010 the State Board of Elections re-designed the registration application to include "Organ Donor" information that is sent to the Board of Health on a weekly basis.
- In 2010 the State Board of Elections re-designed the absentee ballot application.
- Providing and updating all voter registration information that must be put up on the Board of Election's web page. This information is done in English, Spanish, Chinese and Korean.
- Providing Russian translation "Registration and Voting" booklet on the web page with English registration application. This was done per State Law.

CODE 9 – AGENCY REGISTRATION

In May 2000, the New York City Council passed legislation (Local Law 29) which requires that 20 City agencies must provide voter registration forms to their clients, contractors, sub-contractors (literally anyone with whom they come in contact) in the performance of services, mailings and whatever other transactions take place on a daily basis.

The law requires that the Board of Elections supply these agencies with all the material they will need in the performance of these tasks, i.e. registrations forms, display boxes, booklets, posters in all the four languages that are required by law (English, Spanish, Korean and Chinese). The total number of Code "9" registration applications that were given out in 2010 was **187,000**.

TOTAL NUMBER OF CODE "9" PROCESSED BY BOROUGHES IN 2010

Manhattan	5
Bronx	242
Brooklyn	91
Queens	123
Staten Island	28

CUNY (THE CITY UNIVERSITY OF NEW YORK)

CUNY requested 89,000 Code "D" registration forms to be delivered to the main offices of the CUNY schools. The "Code "D" registration applications contain a small box at the upper right hand corner of the registration application with the letter "D" in it. This enables the board to track how many of these registrations are processed.

TOTAL NUMBER OF CODE "D" PROCESSED BY BOROUGHES IN 2010

Manhattan	6
Bronx	558
Brooklyn	883
Queens	1,387
Staten Island	486

TOTAL NUMBER OF REGISTRATIONS RECEIVED IN GENERAL OFFICE 2010 FOR THE 5 BOROUGHES

REG	117,528
DMV	89,528
AGENCY	36,251
CODE 9	1,574
CODE D	6,334

INFORMATION NOTICES

In August of each year the Board of Elections sends out Voter Information Notices to all Active and Inactive Registered Voters. These Information Notices give the voter all the necessary information regarding the upcoming elections as well as informing the voter where his Poll Site is and what district the voter must vote at.

Many voters had commented in the past that their Poll Site had been changed and they were not aware of it, so that when they went to vote they had to vote at another Poll Site.

Voter Registration Cont'd

NYS Voter Enrollment by County, Party Affiliation and Status

Voters Registered as of November 1, 2010													
REGION	COUNTY	STATUS	DEM	REP	IND	CON	WOR	GRE	LBT	RTH	SWP	BLANK	TOTAL
Within NYC	Bronx	Active	475,507	42,053	12,062	2,912	2,389	321	65	0	12	82,831	618,152
Within NYC	Bronx	Inactive	57,995	5,587	1,686	362	366	57	3	0	1	12,037	78,094
Within NYC	Bronx	Total	533,502	47,640	13,748	3,274	2,755	378	68	0	13	94,868	696,246
Within NYC	Kings	Active	890,080	114,671	25,590	4,182	4,202	1,993	218	1	13	202,087	1,243,037
Within NYC	Kings	Inactive	105,595	12,688	3,569	486	561	567	16	0	0	26,446	149,928
Within NYC	Kings	Total	995,675	127,359	29,159	4,668	4,763	2,560	234	1	13	228,533	1,392,965
Within NYC	New York	Active	647,917	94,130	26,407	1,675	1,622	1,638	320	0	13	160,842	934,564
Within NYC	New York	Inactive	95,696	18,179	4,903	349	291	516	31	0	0	28,609	148,574
Within NYC	New York	Total	743,613	112,309	31,310	2,024	1,913	2,154	351	0	13	189,451	1,083,138
Within NYC	Queens	Active	673,306	130,738	23,923	5,767	2,720	1,068	130	0	6	192,784	1,030,442
Within NYC	Queens	Inactive	43,767	9,509	1,841	374	246	154	2	0	0	14,549	70,442
Within NYC	Queens	Total	717,073	140,247	25,764	6,141	2,966	1,222	132	0	6	207,333	1,100,884
Within NYC	Richmond	Active	117,298	75,316	7,745	4,107	929	243	52	0	0	49,682	255,372
Within NYC	Richmond	Inactive	9,221	5,451	682	297	125	29	2	0	0	4,550	20,357
Within NYC	Richmond	Total	126,519	80,767	8,427	4,404	1,054	272	54	0	0	54,232	275,729
Within NYC Total		Active	2,804,108	456,908	95,727	18,643	11,862	5,263	785	1	44	688,226	4,081,567
Within NYC Total		Inactive	312,274	51,414	12,681	1,868	1,589	1,323	54	0	1	86,191	467,395
Within NYC Total		Total	3,116,382	508,322	108,408	20,511	13,451	6,586	839	1	45	774,417	4,548,962

Voter Registration Cont'd

INFORMATION REGARDING MAILINGS THAT WERE SENT FROM THE GENERAL OFFICE – 2010

Boroughs	New Voters Acknowledgements	Changes Acknowledgements	Transfers	Confirmations	Cancellation	TOTAL
Manhattan	28,528	30,256	41,862	112,618	2,210	215,474
Bronx	15,039	17,060	17,477	843	3,498	53,917
Brooklyn	35,869	34,604	43,492	6,067	1,865	121,897
Queens	33,082	28,256	26,981	3,596	5,297	97,212
Staten Island	5,922	8,339	8,622	148	565	23,596
TOTALS	118,440	118,515	138,434	123,272	13,435	512,096

VOTER REGISTRATION OUTREACH EVENTS GENERAL OFFICE

GENERAL OFFICE

- 5/1/2010 - Tribeca Film Fest
- 6/5/2010 - Staten Island Pride Parade
- 6/12-13/2010 - Staten Island Irish Festival
- 6/26-27/2010 - "Back to the Beach"
- 8/14-15/2010 - "Back to the Beach"
- 9/4-6/2010 - Richmond Town Fair on Staten Island

MANHATTAN

- 5/27/2010 - Health Awareness Day (March registration drive)
- 5/2010 - The Human Resources Administration Job Fair at Javits Center

BROOKLYN

- 5/18/2010 - Family Support Fair
- 8/18/2010 - Star Bright Family Residence, LLC
- 8/22/2010 - C.B.O.F.A.N. Annual Mardi Gras Health and Awareness

BRONX

- Maintained Outreach Learning Center at the Bronx Office for the use of the new voting machines

QUEENS

- 3/2/2010 - Job Expo, York College
- 4/19/2010 - YMCA Community Fair
- 6/19/2010 - Community Health Fair
- 6/19/2010 - Chinese Christian Crusade Center
- 7/5/2010 - Chinese Free Masons Grand Lodge of USA
- 7/9/2010 - Ravenswood Resident Council
- 8/7/2010 - Carleton Manor Resident Association
- 8/7/2010 - Jamaica Arts & Music Summer Festival
- 8/11/2010 - Queens Jewish Community Council, Inc.
- 8/20/2010 - Rockaway Community Resource
- 11/5/2010 - Job Expo York College
- 10/2010 - Citizenship Day Ceremony-BMD Demonstration – Queens Office

STATEN ISLAND

- 5/5/2010 - Staten Island Law Day
- 6/5/2010 - Pride Parade
- 6/12-13/2010 - Staten Island Irish Festival
- 6/26-27/2010 - "Back to the Beach"

Election Day Operations / Poll Site Management



ROSANNA KOSTAMOULAS RAHMOUNI
Coordinator, Election Day Operations

POLL WORKER RECRUITMENT AND OUTREACH

This department is charged with the responsibility for the recruiting, training, assigning and tracking the performance of individuals who “man” the polls and serve voters on Election Day. There are several different Poll Worker positions varying in qualifications and degrees of responsibility:

COORDINATORS are placed in polling sites with multiple Election Districts (EDs) and serve as the managers for the poll site to troubleshoot any problems and ensure that Election Day procedures are being followed. Their goal is to see that voters receive courteous, prompt and proper service.

INFORMATION CLERKS are placed at sites with multiple EDs to help direct and guide voters to their correct voting districts and/or poll sites by using street directories and poll site lists.

DOOR CLERKS are assigned to polling places with alternate handicapped accessible entrances where the doors cannot remain open or assistance is required.

ED/AD TABLE INSPECTORS and **POLL CLERKS** are the backbone of the Board’s Election Day workforce. There are two INSPECTORS at each Election District or board, one enrolled Democrat and one Republican – a system of “checks and balances” that is required by New York State Election Law. POLL CLERKS are similarly divided and are mainly used as needed in the voting process in EDs where there are more than 750 registered voters.

SCANNER INSPECTORS verify the scanners have not been tampered with, sets up and opens the polls on the scanner for voting. They collect the voter cards from the voters and assist them if needed. There are two (2) Inspectors per scanner, one enrolled Democrat and one Republican.

BMD INSPECTORS ensures the Privacy Booths and BMD are set up properly. They keep the booths clear of electioneering materials and are there to assist the voters if requested. There are two (2) Inspectors, one enrolled Democrat and one Republican.

RELIEF INSPECTORS relieve any poll worker at other stations in the poll site for breaks or as directed by the Coordinator. There are two (2) Relief Inspectors for every eight (8) Inspectors per poll site, one enrolled Democrat and one Republican.

INTERPRETERS assist voters with limited English proficiency at poll sites in various neighborhoods in New York City and are a major component of the Board’s Language Assistance Program. The Board provides Spanish, Chinese (Cantonese/Mandarin) and Korean Interpreters in targeted areas in conjunction with the plan based on recent census data.

Election Day Operations / Poll Site Management Cont'd

A.D. POLL SITE MONITORS are a group of specially trained Poll Workers that monitor an Assembly District on Election Day. They are rapidly dispatched to address and correct any problems at poll sites within their districts.

While the Coordinators, Inspectors and Poll Clerks are required by law to be both a citizen and registered voter, the Information Clerks, Interpreters and Door Clerks do not have such a requirement. County Committee applicants make up a great portion of the total complement needed to staff the polls but thousands of positions still must be filled. To this end the Board trains and assigns poll workers recruited from various sources, including the City University of New York and numerous civic and advocacy groups. Poll Worker applicants also submit forms obtained from the Board's phone bank, web site and the Borough Offices or by indicating interest in serving when completing their voter registration applications.

POLL WORKER TRAINING AND INITIATIVES

During 2010, one hundred and forty one (141) Adjunct Trainers conducted Poll Worker training by conducting 2,752 classes at 87 sites throughout New York City. These classes train the poll workers to use the Poll Worker Manual, visual aids, various voter information forms and materials used in elections. Also included in the training session in 2010 was a demonstration of the AutoMARK ballot marking device (BMD) there was a demonstration on the Optical Scanner voting system. In total, the Board trained approximately 35,610 poll workers in 2010. We also produced laminated materials on using the BMD and Scanner that were available at all poll sites. The purpose of these cards was to make it easier for the Poll Workers to open and close the BMD and Scanners, simply by working in teams of two, one reads the step as the other manually does it.

The Poll Worker Manual contains a section concerning diversity and incorporates the customer service training from the poll worker classes. The Board also provided a summary guide, a quick reference tool the Poll Workers use on Election Day. The Board's poll worker training video is accessible on our web site, enabling poll workers to log on and brush up on procedures before an election. Poll site signage provides voter information and assistance in all four mandated languages. These multi-language materials include the "How To Use The Scanner" and the NYS Voters Bill of Rights.

NURSING HOMES PROGRAM

The Board of Elections provides special services to Nursing Care Residential Facilities and their occupants. During the 2010 Specials (3), Primary and General Elections, Board staff made 262 visits to Nursing Home facilities and delivered 12,622 absentee ballots to residents of these facilities.

EDO DEPARTMENT

EDO HAVA STAFF

They help to educate voters, Adjunct Trainers & Poll Workers on the BMD, Scanners and Election Procedures. These staff members organized and performed numerous demonstrations of the BMD and Scanners throughout the year in all five boroughs of New York City. They also created a "BMD Inspector Guide" and a "Scanner Inspector Guide" for the Poll Workers and similar voter guides. They made an instructional video for the Poll Workers on the set-up, opening, closing and trouble shooting on the BMD, Scanner and Election Day Procedures. They were instrumental in training and testing both the Adjunct Trainers and the Election Day stand-by poll workers on the BMD and Scanner. They trained numerous Poll Workers at the "Poll Worker Learning Center," training them "one on one."

EDO POLL SITE SURVEYORS

They survey Poll Sites in all five boroughs, ensuring that they are accessible to the disabled and that all voting equipment fits comfortably for the voting process on Election Day. They draw schematics, take photos and complete written survey forms of the poll sites and data enter them in our S-elect program system.

Currently we have two sites that are not accessible, they are as follows:

PS 119	3829 Avenue K	Brooklyn, NY	AD 41
PS 2	75-10 21 Avenue	Queens, NY	AD 36

In 2011, we will be looking for accessible sites to replace these two poll sites.

EDO TRANSLATORS

They translate Election Day, voter registration and voter education materials and signage in the three required languages (Spanish, Chinese and Korean). In addition to translating election materials, they reach out to community groups and/or organizations to participate in recruitment drives and community events.

2010 ELECTIONS

There were 79,796 positions established for the Special Queens Assembly District Election, Special Queens 13th Senate District Election, Special Brooklyn 44th Council District Election, Primary Election and General Election, collectively. There were 72,180 Poll Workers who were assigned to work one of these elections. There were also 3,797 standby poll workers that were dispatched and worked during the 2010 elections.

Election Day Operations / Poll Site Management Cont'd

2010 POLL WORKER COVERAGE ANALYSIS

Poll Worker Positions	Queens Special 24th Assembly District Election 2/9/10			Queens Special 13th Senate District Election 3/16/10			Brooklyn 44th Council District Election 3/23/10			Primary Election 9/14/10			General Election 11/2/10		
	P	A	W	P	A	W	P	A	W	P	A	W	P	A	W
*	P	A	W	P	A	W	P	A	W	P	A	W	P	A	W
A.D. Monitors	8	0	8	8	0	8	82	9	10	390	268	384	391	292	384
Coordinators	26	20	19	33	33	33	42	42	41	1754	1702	1619	1951	1771	1659
Inspectors (Table, BMD, Scanner)	408	405	384	324	320	306	308	280	275	24438	21917	20043	24444	22791	22492
Poll Clerks	82	0	4	0	0	0	0	0	0	4514	3354	1469	3642	3194	1490
Information Clerks	26	26	28	38	38	40	42	44	46	1293	1251	1109	1298	1264	1191
Door Clerks	48	47	55	44	44	50	29	30	28	1455	1356	1150	1460	1372	1187
Spanish Interpreter	30	29	27	33	34	33	20	21	15	1317	1148	845	1319	1010	876
Chinese Interpreter	48	48	47	55	55	54	57	57	53	795	774	660	843	783	648
Korean Interpreter	28	28	27	21	21	20	0	0	0	174	158	121	177	150	135
Stand-bys	100	100	63	100	100	48	100	88	61	2601	2687	1564	3400	3019	2061
Totals	804	703	599	656	645	544	680	571	468	38731	34615	27400	38925	35646	30062

* P = POSITIONS

* A = ASSIGNMENTS

* W = WORKED

Voting Equipment Operations Department



JOHN P. O'GRADY
Chief Voting Machine Technician

In early 2010, the Board of Elections Voting Machine Facilities was prepared for the arrival of the new voting system. The board developed a new way of storing the new equipment in the facilities. Equipment was assigned to poll sites and a group of poll sites were assigned to a zone.

The new voting system requires the Board to review, modify and develop new procedures for the Voting Machine Facilities. The procedures covered from when the equipment first arrived to deployment on Election Day. Listed below are examples of some of the required procedures:

- BMD City Acceptance Testing
- BMD Election Pre-Qualification
- BMD HASH Code Procedure
- Scanner City Acceptance Testing
- Scanner Election Pre-Qualification
- ED Supply Cart Packing Procedure
- Receiving Process Procedure
- Transportation Delivery and Retrieval Procedure
- Test Deck Handling Procedures

In order to track and record the result of the new procedures and to accommodate the new voting system the Board's Fleet Management, Facility Management and Election Day Call Center Systems were updated. These systems will continue to be enhanced in the upcoming year.

Training was provided to the Voting Machine Facility staff by ES&S, the Voting Equipment Operation Unit and MIS. An enhanced training program will be developed and conducted in the upcoming year.

The Board of Elections received within a 6 month period (March to August) the following equipment:

DS 200 scanners	5,167
Ballot Marking Devices	489
ED Transportation Carts	6,415
Privacy Booths	17,036

The Board of Elections had to receive, inventory, inspect and test said equipment.

Voting Equipment Operations Department Cont'd

Other equipment required for the new poll site voting system were, Ballot Bin Liners (5,167), Unused Ballot Return Bags (1,776), Large Yellow Bags (1,491), Small Scanner Voting Record Pouches (4,319) and other related supplies.

On September 14, 2010, the Board of Elections conducted its first Primary Election using the new poll site voting system. The following equipment was deployed:

DS 200 scanners	2,843
Ballot Marking Devices	1,376
ED Transportation Carts	6,109
Privacy Booths	16,146

The Board of Elections received and documented 1,474 Scanner related calls and 25 units were replaced on Election Day. The Board received and documented 448 Ballot Marking Device calls and 12 units were replaced. In addition, the Board of Elections received and documented 2,838 Election Day Calls. They are as follows:

Pollsite	222
Poll worker	1,183
Supplies	1,114
Procedural Questions	169
Other	150

On November 2, 2010, the Board of Elections conducted its first Primary Election using the new poll site voting system. The following equipment was deployed:

DS 200 scanners	3,921
Ballot Marking Devices	1,446
ED Transportation Carts	6,109
Privacy Booths	16,146

The Board of Elections received and documented 1,775 Scanners related calls and 23 units were replaced on Election Day. The Board received and documented 478 Ballot Marking Device calls and 11 units were replaced. In addition, the Board of Elections received and documented 2,627 Election Day Calls. They are as follows:

Pollsite	202
Poll worker	1,235
Supplies	929
Procedural Questions	106
Other	155

The Board of Elections will continue to make every effort to decrease the number of Election Day Calls in the upcoming year.

Facilities Operations



NICHOLAS SQUICCIARINI
Facilities Manager

In 2010 the Board was focused on getting the Voting Machine Facilities ready to receive the new voting machines. In Brooklyn a new Voting Machine facility(5112 2nd Ave) was leased with enough room for all the new equipment that will be coming along with the new machines. All the other Boroughs had a complete renovation of their facilities to receive the new machines: AC systems, electrical upgrades, painting, security systems, lighting, lockable cage rooms for ballots. Also in 2010 the much needed extra space in the General Office at 42 Broadway was found on the 11th floor; the Board working together with DCAS will have the space ready for use before the end of the year.



STEWART LIBERMAN
Agency Chief Contracting Officer, CPPB

The Procurement Department function is to oversee and process all of the Board of Election contracts for goods and services to ensure compliance with the New York City Procurement Policy Board Rules (known as the PPB).

The PPB was developed to ensure that all city agencies' procurement practices are uniform in application; and provide fair and equitable treatment to all persons doing business with the city.

VENDOR DATABASE

The Board continues to expand its database of vendors. The board continues to investigate ways to increase competition for goods and services and cost savings for the agency. The Board also avails itself of the many State OGS contracts where cost savings can be maximized.

VENDEX CONTRACTOR PERFORMANCE EVALUATIONS

Board of Elections' contracts are evaluated annually and several are reviewed twice a year. The evaluation provides positive response to vendors, and helps the Board quickly identify vendors that did not fulfill their contractual responsibilities.

MONITORING CONTRACTORS

Since the inception of this program, the Board's contractors' damages to Board-owned equipment continue to decrease significantly. This monitoring continues to save the Board money and improves the overall quality of service from contractors.

FINANCIAL MANAGEMENT SYSTEM FMS PROCUREMENT PROJECT

The department actively embraced the new FMS 3 system, which was rolled out January 2010 with many new and enhanced capabilities. All the department staff has gone through training and will continue to train as other changes and enhancements are created.

Electronic Voting Systems Department



LUCILLE GRIMALDI
Director, Electronic Voting Systems

The Electronic Voting Systems Department (EVS) administers and supports the Board's computerized voting systems. These systems include the scanning and tabulation system for affidavit and absentee ballots, the election management system for ballot marking devices, and, as of January 5, 2010, the scanning and tabulation system for the paper ballots used at pollsites as the new way of voting in New York City. EVS is responsible for preparing these systems for an Election by populating them with the set-up and data needed for the Election. EVS also works with the system providers to ensure that all systems meet the unique requirements of the New York City Election process by helping to develop enhancements (subject to State Board approval and certification) that improve upon the smooth operation of the systems.

EVS provides assistance and support during post-Election activities that include reading the portable memory devices that carry the results from each pollsite scanner, re-canvassing results, canvassing ballots for write-in votes, and performing the State-required audit of scanners, in addition to continuing the EVS function of providing assistance and support during the canvass of affidavit and absentee ballots at each of the borough offices.

The new voting system was used at every pollsite in the Primary Election and the General Election in 2010. Ballot marking devices (BMDs) that were introduced at every pollsite in the Primary of 2008 continued to be used in 2010. And the scanning and tabulation system for affidavit and absentee ballots used at borough offices since its introduction in 2000 was used in every election conducted in 2010 — one Special Election in February, two Special Elections in the Spring, the Primary Election, and the General Election in the Fall.

By February, the upgrading of the Board's 1,800 BMDs with the newly certified version of the operating software and firmware was well underway. While this was happening, the State Board was Acceptance Testing the first of the DS200 pollsite scanners. The Board in New York City also began its own Acceptance Testing procedure, designed to test system functions geared toward the specific requirements of each of the five counties of New York City. By the end of June, the more than 5,000 scanners were acceptance tested.

Electronic Voting Systems Department Cont'd

The transition away from mechanical lever machines to voting on paper ballots by New York City registered voters followed an intense development and design period during which staff from every affected department and every borough participated. Hours of work and dedication by pre-established workgroups, taking direction and guidance from the Steering Committee and the Commissioners, resulted in widespread procedural changes for Board General Office and borough departments as well as for pollsite and other procedures on Election Day.

For all of the Elections in 2010 combined, more than 1,800,000 ballots were cast. About 90,000 of these were absentee and affidavit ballots that were processed by the central scanning system. About 1,500 were BMD ballots, and more than 1,745,000 ballots were cast on paper at pollsites and scanned and tabulated using the new voting system.

The EVS Department will continue to work with other Board departments during 2011 to improve even further upon the successful transition that occurred in 2010.

Personnel and Records Management



DOROTHY DELAYO
Director of Personnel/
Records Management Officer

The Personnel Office is responsible for the well being of the employees at the Board of Elections. As a new Employee is processed, in addition to completing the appropriate paper work, the Policies and Procedures manual is provided and, an Identification card is issued.

Health insurance, Management Benefits Fund, deferred compensation and pension are the responsibility of the Personnel Office. Workers Compensation claims are processed through this office. These benefits are updated as needed throughout the life of the BOE employee. Verification of employment and Unemployment Benefits applications are also processed through this office.

For those employees in need of counseling, referrals are made through this office to the Employee Assistance Program. To encourage employees in need of the varied services offered by the EAP and make them comfortable about seeking help, a high level of confidentiality must be maintained.

Fact-finding inquiries are held when there is a complaint of harassment. What action, if any, is determined by a bi-partisan panel, consisting of the Personnel Director and a member of the Legal Department.

Matters of discipline fall under the jurisdiction of the Personnel Office, Violations of the Policies and Procedures Manual are investigated and hearings held as necessary. Disciplinary hearings are conducted and actions taken under the direction of the Commissioners of Elections. Determinations of such hearings vary from various levels of probation to suspension or termination.

The Director of Personnel also serves as the Records Management Officer for the agency. Monitoring the storage and disposal of the agency records follow the guidelines set forth by the NYS Retention and Disposition Schedule. Responding to Freedom of Information Act requests are also the responsibilities of this position.



JOHN WARD
Finance Officer

The work of the Finance Office, probably uniquely, is not really keyed to the Election cycle. Rather than having a “busy season” the Finance Office does a fairly consistent volume of work at every point in the year.

The Finance Office is divided into two sections:

1) PERSONNEL SERVICES (PS)

Personnel services are the payroll section. Payroll data is accumulated from the five borough offices, Voting machine facilities and the General office and is processed. There is a constant liaison between the various responsibility centers. There is also a natural overlap between the work of the P.S. section and the board’s Personnel Department.

2) OTHER THAN PERSONNEL SERVICES (OTPS)

The O.T.P.S. section is the accounts payable section. Approved bills are accumulated from the various managers and paid. Finance works closely with the Agency Purchasing Department.

The Finance Department prepares reports and handles special projects as required. Finance plays a key role in all aspects of the Agency’s budgeting process. In addition the Finance Office drafts letters and testimony for Management for those subjects that fall within our sphere of responsibility. The Finance Officer accompanies and assists management when testimony relative to fiscal matters is given.

The Finance Department provides the fiscal infrastructure for the smooth running of all day to day operations of the New York City Board of Elections.

FY10 BUDGET HIGHLIGHT

This was a two event year. We had a September citywide municipal Primary and the November General Election. In addition, we held a citywide Run-Off Election for the offices of Public Advocate and Comptroller. Also, we had 4 Special Elections to fill vacancies.

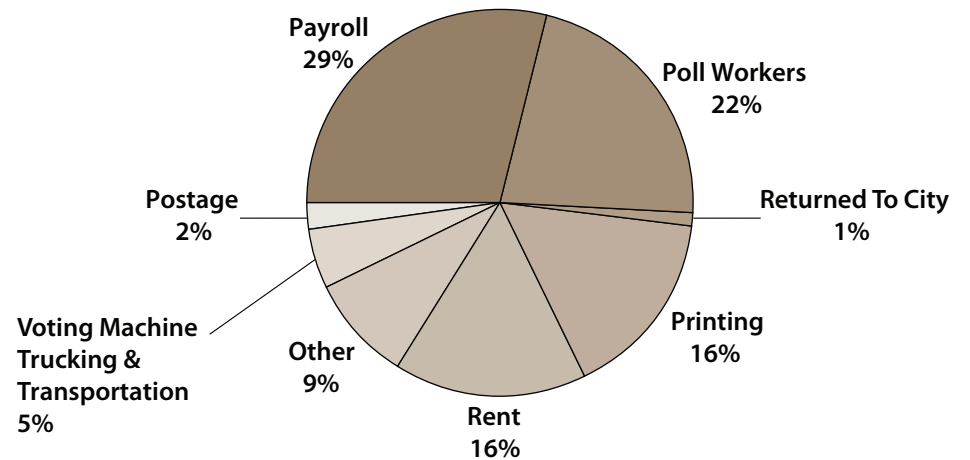
Cost of Run-Off and Specials:

Run-Off	9/29/09	\$11,800,000.00
38 AD	9/15/09	\$60,000.00 (concurrent with Primary Election)
24 AD	2/9/10	\$320,000.00
13 SD	3/16/10	\$360,000.00
44 CO	3/23/10	\$410,000.00

FINANCIAL ANALYSIS FOR FISCAL YEAR 2010

	FY10 Adopted Budget	FY10 Final Budget
Personnel Services	17,543,014	27,352,076
Other Than Personnel Services	68,675,379	69,355,660
Total	86,218,393	96,707,736
Staff	351	351

BOARD OF ELECTIONS BUDGET BREAKDOWN FY10



General Counsel



STEVEN H. RICHMAN
General Counsel

The General Counsel provides legal counsel to the Commissioners of Elections and to the Board's executive staff on a wide range of matters relating to ballot access, the conduct of elections, and governmental agency administration.

ADMINISTRATION

General Counsel drafts for consideration and adoption by the Commissioners all election calendars. General Counsel drafts for consideration and adoption by the Commissioners proposed Rules for Designating and Independent Nominating Petitions. In addition, General Counsel recommends to the Commissioners revisions of formal Board policies and procedures to insure legal compliance.

LEGISLATIVE ACTIVITIES

General Counsel regularly monitors all legislative and judicial action that impacts election administration and advises the Commissioners on all legal developments affecting the administration of elections, including statutory compliance with State and Federal mandates related to the Voting Rights Act and the Help America Vote Act and related judicial directives. In addition, General Counsel drafts for consideration by the Commissioners the Board's annual proposal of legislative amendments for presentation to, and consideration by, the State legislative leaders.

COMPLIANCE ACTIVITIES

General Counsel advises the Commissioners on all elements of the Board's compliance with the federal Voting Rights Act. Any change in election administration affecting voter election participation in a covered county* must be approved in advance by the Department of Justice. To ensure compliance with the Voting Rights Act, General Counsel oversees the preparation and filing of all applications necessary for filing with the Civil Rights Division of the United States Department of Justice and General Counsel advises the Commissioners accordingly.

BALLOT ACCESS

In addition to drafting the proposed Rules for Designating and Independent Nominating Petitions, General Counsel oversees all aspects of the process for candidate filing and Board review of nomination petitions. In addition to overseeing this Board function, General Counsel acts as liaison with the Board's trial counsel in connection with any judicial review of related Board function.

LITIGATION

General Counsel acts as the Board's liaison with the Board's trial counsel on all matters of litigation involving the Board of Elections, its operations, and personnel.

*In New York City the counties covered by the Voting Rights Act are New York County, Kings County, Queens County, and Bronx County.

Management Information Systems Department (MIS)



STEVEN FERGUSON
Director, MIS

OVERVIEW

The Management Information Systems Department (MIS) operates the Board's Data development, operations and technical support functions. All information technology systems which support the BOE mission critical applications are maintained and supported by MIS. These critical applications are integrated under the System Elect (S-Elect)/AVID (Archival for Voter Imaging Data) systems. These applications include Candidate Processing and Election Support System (CPESS), Poll Worker Requirements and Support System (PWRSS), Fleet (election equipment inventory and distribution application), Call Center (Election Day incident reporting and resolution application), Voter Registration Applications and Maptitude for district determination and mapping. In addition, MIS provides technical support for all standard office applications. The Department is responsible for the BOE networks and Interactive Voice Response System (IVR).

DATA CENTER

MIS maintains and operates all standard Data Center functions including operations, systems software, maintenance, data and system backups and security for headquarters and the disaster recovery (DR) center. The full implementation of our DR facility in Queens in 2010 was a major accomplishment for improving our operational continuity in case of a major disruption to our primary data center facility.

In support of all BOE locations and staff, the MIS Department maintains, staffs and operates a Help Desk. This application tracks all incidents and assigns them to appropriate staff for resolution and closure. Staffs of other departments and locations have been very satisfied with this system to resolve the MIS-related problems. The Board continues to work in conjunction with the Department of Information & Telecommunications Technology (DoITT) for web site hosting and to augment our phone bank during peak elections cycles. We continue to upgrade our hardware and systems software within our budgetary limitations. Continued improvement to our email and security systems were also accomplished through software and procedural updates.

Management Information Systems Department (MIS) Cont'd

NETWORK & INTERACTIVE VOICE RESPONSE SYSTEM

Although limited, we continue to upgrade and increase the responsiveness and reliability of our present network system. The Interactive Voice Response System (IVR) continues to aid callers during busy periods and after hours. The system is available 24 hours a day, 365 days a year and gives the Public direct access to registration data in all four languages.

PRINT SHOP

The Print Shop is the major producer of large volumes of regular mailings, Party Enrollment Books for all political parties, street finders; National Change of Address (NCOA) notices and counter copy. All of these were produced on schedule despite the demands of the 2010 election cycle. Poll list books for Special Elections are also produced in-house. Management meets regularly with Xerox Business Systems (XBS), the equipment vendor, to improve and maintain our print operations and facilities.

MIS DEVELOPMENT PROJECTS

In 2010, due to the introduction of new voting machines, the MIS development actively increased substantially and will continue for the next few years. The MIS Department expanded the S-Elect and AVID systems in 2010 with new development, modifications and expansions to present applications. These included:

AVID: Continued to develop additional features in response to HAVA and NYS requirements, modifications and expansion of the absentee ballot fulfillment and tracking application (BATS). Redesign of the AVID work screen to accommodate the new NYS Registration Document which will be fully implemented in all boroughs in 2011. Implementation of the AVID III Poll Book production was delayed because of the concentration on supporting the 2010 priorities.

S-ELECT: Major new application development and modifications were completed in response to the implementation of the new voting systems. The design, development, testing, training and implementation of the new Fleet II and Call Center II applications were completed and implemented in record time to meet the Board's accelerated new voting equipment schedule. This was also true for major modification and change that were made to the Facilities, PWRSS, and CPESS applications in order to accommodate new poll site, poll worker, and election results requirements. The nature and schedule of these efforts required development and implementation to be done in conjunction with the rollout time schedule. All of these efforts were accomplished with limited but very dedicated resources. The Fleet II and Call Center II were designed and developed with a new advanced technical and user interface framework making them the first S-Elect 7 applications. In 2011–2012, all S-Elect applications will be converted to the S-Elect 7 framework. This will be a major step in continuing the Board's commitment to maintaining a strong and current technological foundation for its mission critical systems.

GENERAL ELECTION — 311 INQUIRY VOLUMES

Date	Agency	Inquiry Name	# of Inquiries
11/2/2010	BOE	Absentee Voting	151
		Become a Poll Worker	15
		Division Information Provided	2
		Division Transfer	15
		Election Information and Voter Registration	1,558
		Find a Poll Site	4,269
		Poll Site Complaint	684
		Poll Worker Assistance	28
		Poll Worker Complaint	186
		Voting Ballot or Machine Complaint	740

Phone Bank



DANIEL LAVELLE
Phone Bank Supervisor

The Board of Elections Phone Bank is an inbound call center with two locations. The Manhattan phone bank has a staff of up to 40 operators and the Staten Island phone bank has up to 20 operators to handle calls citywide during peak election season. The phone bank is operational with a reduced staff throughout the year to accommodate any voter requests and is staffed with members who can handle calls in English, Spanish, Cantonese, Mandarin and Korean. These operators handle a diverse range of calls, from inquiries concerning a voter's own registration status or poll site location to information about the New Poll Site Voting System. The phone bank is equipped with an interactive component that allows the public to retrieve and request information after hours and during the weekends. As the first line of communication between the Board and the voting public, the phone bank staff receives training on various aspects of Board operations to ensure that they are able to accommodate the voters' requests for information.

TOTALS FOR VOTE-NYC

Primary Election 2010	General Election 2010	Total calls 2010
2,314	9,133	78,743
Primary Election 2009	General Election 2009	Total calls 2009
3,084	3,945	93,763
Primary Election 2008	General Election 2008	Total calls 2008
10,534	20,573	339,647
Presidential Primary 2008		
20,044		

PHONE BANK

(866) VOTE-NYC (866) 868-3692

TTY (212) 487-5496

General Elections Turnout

	Registered Voters	Voter Turnout	Percentage
1969 Mayor	3,026,745	2,458,203	81%
1970 Governor	3,046,373	2,290,020	75%
1971	3,068,015	Non-citywide	Non-citywide
1972 President	3,067,749	2,267,237	73%
1973 Mayor	3,565,147	1,790,053	50%
1974 Governor	3,161,656	1,822,567	58%
1975	2,912,126	Non-citywide	Non-citywide
1976 President	2,720,105	2,143,345	79%
1977 Mayor	2,887,530	1,486,536	51%
1978 Governor	2,714,331	1,526,574	56%
1979	2,237,193	Non-citywide	Non-citywide
1980 President	2,525,464	2,013,164	80%
1981 Mayor	2,345,001	1,305,368	56%
1982 Governor	2,544,394	1,685,956	66%
1983	2,489,526	Non-citywide	Non-citywide
1984 President	3,014,459	2,340,181	78%
1985 Mayor	2,842,517	1,170,904	41%
1986 Governor	2,614,470	1,288,842	49%
1987	2,514,605	Non-citywide	Non-citywide
1988 President	3,017,013	2,126,418	70%
1989 Mayor	3,183,741	1,899,845	60%
1990 Governor	3,052,259	1,159,134	38%
1991	2,962,958	Non-citywide	Non-citywide
1992 President	3,360,568	2,211,473	66%
1993 Mayor	3,301,683	1,898,437	57%
1994 Governor	3,246,464	1,576,160	48%
1995	3,151,812	Non-citywide	Non-citywide
1996 President	3,532,348	2,028,013	57%
1997 Mayor	3,514,974	1,409,347	40%
1998 Governor	3,415,858	1,537,010	45%
1999	3,426,017	Non-citywide	Non-citywide
2000 President	3,672,265	2,282,944	62%
2001 Mayor	3,715,022	1,520,443	41%
2002 Governor	3,832,437	1,415,095	37%
2003	3,667,266	Non-citywide	Non-citywide
2004 President	4,002,497	2,459,652	61%
2005 Mayor	3,944,831	1,315,360	33%
2006 Governor	3,799,353	1,244,874	33%
2007	3,856,342	Non-citywide	Non-citywide
2008 President	4,119,923	2,641,970	64%
2009 Mayor	4,095,561	1,178,057	29%
2010 Governor	4,081,567	1,366,982	33.49%

Active Registration Totals by County

Totals as of 11/1/2010

COUNTY	DEMOCRATIC	REPUBLICAN	INDEPENDENCE	CONSERVATIVE	WORKING FAMILIES	OTHER	BLANK	TOTAL
NEW YORK	647,917	94,130	26,407	1,675	1,622	1,971	160,842	934,564
BRONX	475,507	42,053	12,062	2,912	2,389	398	82,831	618,152
KINGS	890,080	114,671	25,590	4,182	4,202	2,225	202,087	1,243,037
QUEENS	673,306	130,738	23,923	5,767	2,720	1,204	192,784	1,030,442
STATEN ISLAND	117,298	75,316	7,745	4,107	929	295	49,682	255,372
CITYWIDE	2,804,108	456,908	95,727	18,643	11,862	6,093	688,226	4,081,567

In Memoriam



JAMES J. SAMPEL ESQ.,
President 2008
8/21/1939 — 2/3/2010



**PREPARED UNDER THE DIRECTION OF THE
COMMISSIONERS OF ELECTIONS**

Julie Dent, PRESIDENT

Juan Carlos “JC” Polanco, SECRETARY

Jose Miguel Araujo

Naomi Barrera

Nancy Mottola-Schacher

Michael J. Ryan

John Peter “JP” Sipp

Gregory C. Soumas

Judith D. Stupp

Frederic M. Umane

Prepared Under The Direction of the
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