

MEETING OF THE COMMISSIONERS OF ELECTIONS  
IN THE CITY OF NEW YORK  
HELD ON TUESDAY, JUNE 7, 2022 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 Rodney L. Pepe-Souvenir  
                          Secretary Simon Shamoun

Commissioners Jose Miguel Araujo, Michael J. Coppotelli, Jenny Low, Gino A. Marmorato, Jodi Morales, Keith Sullivan, Patricia Anne Taylor, Frederic M. Umane

Michael J. Ryan, Executive Director  
Vincent M. Ignizio, Deputy Executive Director  
Georgea Kontzamanis, Operations Manager  
Wilma Brown Phillips, Administrative Manager  
Hemalee J. Patel, General Counsel  
Raphael Savino, Deputy General Counsel  
Steven B. Denkberg, Counsel to the Commissioners

Sherwin Suss, Agency Chief Contracting Officer

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Mr. Ryan opened the meeting, and asked the Commissioners Committee to ratify the minutes of the May 31, 2022 Commissioners Meeting.

President Pepe-Souvenir moved to adopt the minutes of the May 31, 2022 Commissioners Meeting. Commissioner Araujo seconded the motion, with Commissioners Marmorato, Morales and Sullivan abstaining. The motion was adopted.

Mr. Ryan provided an update on the June 28, 2022 Primary Election. This is one of two Primary Elections, scheduled to be held in June and August of 2022.

The June 28, 2022 Primary Election, will include contests for Governor, Lieutenant Governor, State Assembly, Judicial Positions and Party Positions.

- Early Voting is scheduled to begin on Saturday, June 18, 2022 through Sunday, June 26, 2022. The Election will be held on Tuesday, June 28, 2022.
- There will be 140 Early Voting sites across the five Boroughs. This is the largest amount of Early Voting sites, and Early Voting hours in the State of New York.
- In addition, 1,241 Election Day poll sites will be utilized.
- Early Voting Hours and Poll Site Locations, including sample ballots, can be located on the Board's website at [www.vote.nyc](http://www.vote.nyc).
- All Voting Equipment, logic and accuracy testing, as well as any other preparations for Early Voting have been completed citywide. The Delivery of Election Day Equipment and Materials will begin on Thursday, June 16, 2022.

- In total, there will be 9,603 separate individual pieces of equipment, including 60 generators to power the Early Voting Sites. Delivery of these items began yesterday, and is expected to be completed by Thursday, June 16, 2022.
- Preparations and voting equipment testing for Primary Election Day is 70% completed citywide, and is still on-going. Delivery begins on Tuesday, June 21, 2022 and the target completion date is Monday, June 27, 2022.

Deliveries are sometimes done on the Monday before the Election, due to site availability.

- On the day of the Primary Election, the Board expects to deploy approximately 65,000 individual pieces of equipment, spread out over 1,241 Poll Sites citywide.
- As a reminder, due to a recent change in the New York State Election Law, New York State voters are no longer permitted to cast a ballot on a voting machine, if they have requested to vote by Absentee Ballot. Voters who have requested to vote by Absentee Ballot, will be permitted to vote by Affidavit Ballot at the Poll Site.

- The Board is in the process of training Coordinators and Poll Workers with a refresher course, to explain this change in the law.

The Board has approximately 33,016 Poll Worker positions for Election Day, with approximately 30% assigned as of last night. This process is expected to continue up to, and close to Election Day.

Training is conducted both in-person and on-line, assignments are ongoing for both Early Voting and Election Day and the Board fully expects to meet its needs for both.

Anyone interested in serving as a Poll Worker, is urged to sign up. Mr. Ryan noted that New York City Elections are made possible by those who are willing to serve as Poll Workers.

- In addition, we are on track for our Language Assistance Program needs, and currently have a sufficient amount of interpreters to fill the required positions.
- Friday, June 3, 2022 was the Last Day to Register to vote in the June 28, 2022 Primary Election. All Board Offices were opened late to accommodate voters.

There were a total of 234 walk-in registrations citywide. The total number of registrations received in the General Office, and in each Borough, is as follows:

2	General Office
68	Manhattan
73	Bronx
0	Brooklyn
83	Queens
8	Staten Island

Since the beginning of the year, a total of 54,739 new registrants have been processed across the five Boroughs.

- We continue to receive and process Absentee Ballots. To date, a total of 60,561 ballots have been mailed citywide, including 63 accessible ballots. We have received back 6,625 ballots. 4,603 have been deemed valid and canvassed, 259 have been deemed invalid with the Cure process on-going. The remainder are being canvassed, as this is an on-going process, ballots are processed as they come in.
- The last day to apply for an Absentee Ballot, on-line or by mail, is June 13, 2022. The last day to apply in person, is Monday, June 27,

2022. Returned ballots must be postmarked by Tuesday, June 28, 2022 and received in the Board Offices by Tuesday, July 5, 2022. Absentee Ballots can be dropped off at any Borough Office, Early Voting or Election Day site, whichever option is convenient for the voter.

- Mr. Ryan announced that the Annual Information notices have been mailed, and noted that he has already received his notice, and was able to review it with the meeting group.

Many changes were implemented with this revised Information Notice, including an alert that was added to the outside of the notice, making the voter immediately aware of any Poll Site changes.

Ms. Kontzamanis, Operations Manager, was able to work closely with the print vendor to ensure that the notice was revised to include all pertinent information to inform voters of the upcoming elections for the remainder of the year, including the split Primary Elections to be held in June and August of 2022.

This first mailing included almost 5 million pieces of printed mail.

Prior to this mailing, the Board was successfully able to pause the Annual Information Notice, to add an alert advising voters of the second Primary Election on August 23, 2022.

A second Information Notice will be mailed to voters prior to the August 23, 2022 Primary Election, with all relevant information once the details are finalized.

Information relating to the upcoming elections can also be located on the Board's website at [www.vote.nyc](http://www.vote.nyc), or by contacting the Board's Offices at 1-866-Vote-NYC.

Mr. Ryan, using his own notice as a reference, reviewed with the meeting group all of the information that the updated notice contains, as well as the enhanced features that were added. The notice includes the voter card that contains all pertinent voter information, the voter's barcode, and the Fast Pass Tag, for faster and easier check-ins at the Polls. The Fast Pass Tag is also a key fob that the voter can place on their house or car keys for their convenience.

These features will speed up the process when using the Poll Pads at the Poll Sites, especially during busy elections.

This concluded the update on the June 28, 2022 Primary Election.

Mr. Ryan requested that President Pepe-Souvenir and Secretary Shamoun designate members of the Commissioners' Committee for Petition and Cover Sheet Review, for the third week of petition filing for Independent Nominating Petition Matters relating to the November 8, 2022 General Election.

Mr. Ryan acknowledged Hemalee Patel, General Counsel, and she provided the date and time required for these hearings.

Mrs. Patel informed the Commissioners that an additional Cover Sheet Hearing is being scheduled for the potential Cures that have been received. The Hearing will be held on Thursday, June 9, 2022, which is after the expiration period for outstanding Cures, and expects to receive all documentation by then.

The Commissioners' Committee Members are scheduled as follows, based on their availability:

<b><u>DATE &amp; TIME</u></b>	<b><u>DEMOCRATIC COMMISSIONER</u></b>	<b><u>REPUBLICAN COMMISSIONER</u></b>
Thursday June 9, 2022 At 3:30 PM	<u>President Pepe-Souvenir</u>	<u>Michael J. Coppotelli</u>

In the event that there are no matters for consideration, the Office of the General Counsel will communicate with the Commissioners' Committee, and a



notice of cancellation will be posted on the Board's website before the next scheduled meeting.

Mr. Ryan acknowledged Sherwin Suss, the Agency's Chief Contracting Officer, to address the Commissioners regarding two items for their consideration and review, which were discussed at the Commissioner's Finance Committee meeting.

1. Awe-Huh:

This is a contract to provide the Board with 10 million stylus/pens that are used by the voters to sign the poll pads and complete their ballots during Early Voting and Election Day. This contract was procured through competitive sealed bidding. Sample pens were submitted by each vendor, which were tested by the EVS and VEOU Departments. The lowest priced responsible bidder was chosen. The cost per pen is \$ .125, which is a \$ .15 reduction from prior purchases. The first order of pens is being purchased for the November 8, 2022 General Election. The not to exceed price is \$1,250,000.00. The selected vendor is also a certified M/WBE company.

Commissioner Umame informed the Commissioners Committee that the pens will also have the Board's logo printed on them, at the additional cost of 1¢ per pen. Commissioner Coppotelli noted that the

newly designed stylus/pens may encourage voters to vote in the upcoming elections.

Commissioner Umame moved to adopt the Commissioners' Finance Committee Report. Commissioner Morales seconded the motion, which was unanimously adopted.

2. Ready Data, Inc.:

This is a contract to provide replacement absentee ballot boxes at all voting locations. The current ballot boxes have been cracking and sustained damage. These new boxes are sturdier, secure and ADA compliant, and are being custom made. This procurement was done through the M/WBE small purchase method. The lowest priced vendor that could meet the Board's timeline was chosen. Ready Data has provided items in the past for the Board, and has proven to be a reliable vendor. This is an order to provide 200 boxes to supply all additional Early Voting sites and replace damaged boxes. The cost is \$885.97 per box, for a not to exceed price of \$177,194. The vendor is a certified M/WBE company.

Mr. Ryan noted for clarification, that the Board was always required to accept absentee ballots at Board Offices. During the height the pandemic, and prior to the Presidential Primary, clarification was received from the State

Legislature that stated Board Offices also include Poll Sites. Voters can drop off their absentee ballot at any Poll Site, and these secure ballot boxes will allow the Board to collect the ballot materials in a secure fashion.

Vincent Ignizio, Deputy Executive Director, informed the Commissioners that a sample ballot box is on display in the Executive Conference Room. The Commissioners were welcomed to stop by the Executive Unit to view the sample.

Commissioner Umame stated that the Commissioners' Finance Committee unanimously supports these items, and referred it to the full Board of Commissioners for approval.

Commissioner Coppotelli moved to ratify the Commissioners' Finance Committee Report. Commissioner Taylor seconded the motion, which was adopted unanimously.

Commissioner Umame moved to schedule the next meeting of the Commissioners for Tuesday, June 14, 2022 at 1:30 P.M. President Pepe-Souvenir seconded the motion, which was unanimously adopted.

President Pepe-Souvenir moved to convene an Executive Session to discuss Litigation and Personnel matters. Commissioner Coppotelli seconded the motion, which was adopted unanimously.

Following Executive Session, the open meeting resumed.

The following action was taken by the unanimous decision of the Board of Commissioners:

- Tyler Stewart was appointed, effective June 12, 2022, to the position of Assistant Finance Officer at an annual salary of \$75,941.00.

The meeting was adjourned.

The next stated meeting of the Commissioners is scheduled for Tuesday, June 14, 2022 at 1:30 P.M.