



**STATE OF DELAWARE
BOARD OF ELECTIONS
OFFICE OF THE STATE ELECTION COMMISSIONER
905 S. Governors Avenue, Suite 170
Dover, DE 19904
TELEPHONE: (302) 739-4277
<https://ivote.de.gov>**

Minutes of October 12, 2020 State Board of Elections Meeting

PUBLIC SESSION
(there was no Executive Session)

**Members Present via
Teleconference:**

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

**Staff Present via
Teleconference:**

Mr. Albence, State Election Commissioner
Ms. Dixon, County Director, New Castle County Office
Mr. Sholl, Deputy County Director, New Castle County Office
Mrs. Young, County Director, Kent County Office
Mr. Artigliere, Deputy County Director, Kent County Office
Mr. McDowell, County Director, Sussex County Office
Mrs. Turner, Deputy County Director, Sussex County Office
Mr. Broujos, Deputy Attorney General, Department of Justice

**Public Present via
Teleconference:**

Evelyn Brady
Sophia Schmidt, Delaware Public Media

1. Mr. Pasquale called the meeting to order at 4:03 p.m.
2. Ms. Hopkins-Pugh made a motion (Mr. Sterling seconded) to approve the meeting minutes from the Board's September 21, 2020 meeting. Motion passed unanimously.
3. Commissioner Albence provided an update on the current financial status of the Department per its appropriation in the FY2021 State Budget.
4. Commissioner Albence provided an update on the current statewide voter registration total. The total number of registered voters in the State as of October 1, 2020 was 735,293.
5. Commissioner Albence provided an update on upcoming elections. The Department is focused on preparing for the General Election.

6. Commissioner Albence recognized the Department's Director of Information Technology regarding the Department's significant progress in working with the staff of Superior Court regarding updates to operations of the Board of Canvass, adapting to the updated voting equipment now in use, and policy changes including the adoption of Vote by Mail.
7. Commissioner Albence provided a recap on the new procedures in place to process that influx of absentee and vote by mail ballots. This includes significant increases in staffing, the installation of high-speed mail and ballot processing equipment, and ongoing dialogue and collaboration with the United States Postal Service.
8. Commissioner Albence provided a summary on the Department's progress in preparing for the General Election.
9. Commissioner Albence provided a recap on election officer recruitment and highlighted various collaborative efforts underway to recruit election officers and to diversify sources for this recruitment. Discussions ensued on the current number of election officers recruited for the General Election. Commissioner Albence also mentioned that Facebook has been cooperative with Elections in promoting the need of election officers and accurately distributing information regarding poll worker recruitment.
10. Commissioner Albence provided an update on enhancements that are under way regarding election night reporting. The Department is working closely with the Department of Technology and Information (DTI) on improving appearance, content, and speed of reporting.
11. Commissioner Albence provided a summary on the Department's budget planning and deadline approaching for the budget commission this week. The Department is actively searching for ways it can minimize spending and cooperate with the State's mandate to reduce expenditures in light of current challenging financial situation. In an upcoming budget hearing, the Department plans on discuss the need to expanded office space for the Kent and Sussex county offices. This additional space will accommodate newly installed elections equipment and, ideally include space on-site for poll worker and other training and meetings.
12. Commissioner Albence provided a recap on the status of the Department's Campaign Finance Manager position. The recent recruitment effort did not result in a hiring a new Manager. The Department will repost the position shortly following the General Election.
13. Commissioner Albence provided an update regarding ongoing collaboration efforts regarding security measures and enhancements now underway. These improvements will utilize the Help America Vote Act (HAVA) funding allocated specifically for security. The security upgrade includes the installation of additional external cameras for the Sussex county office. Other enhancements will include improvement to infrastructure and system access upgrades based on guidance from DTI. The Department's current long-term goal is to integrate services into one, thereby eliminating the need for multiple access.
14. Commissioner Albence provided an overview on the Department's new partnership with the Delaware National Guard relating to cybersecurity. The Department largely benefits from the Guard in providing an independent analysis of the Department's cybersecurity practices and safeguards, in addition to those currently in place in partnership with DTI. The National Guard is also part of the Department's election security group and has been a great resource for the Department during and beyond this election cycle.
15. Commissioner Albence provided an update on the Department's acquisition of additional on-demand ballot printers to support vote by mail operations. The new equipment greatly enhances the capability to maintain efficient operations, and to support the operations of the automated inserters the Department has acquired for fulfilling outbound absentee and vote

my mail requests.

16. Commissioner Albence provided a recap on the Department's mailing of Electronic Registration Information Center (ERIC) cards. Approximately 11,000 cards went out for mailing with minimal returns.
17. Commissioner Albence provided a recap of the Department's website statistics, including visits to the State Election Commissioner and county office websites, provided via the Google Analytics program. A surge of almost 73,000 hits on website visits including iVote (voter portal) were due to the upcoming General Election. Additionally, the Department did not experience any operational issues regarding website operations of the online voter registration site approaching the voter registration deadline.
18. Commissioner Albence provided a summary of Voter Registration transactions through September 30, 2020, by type and source. The Commissioner will follow up to double check on Mr. Schneikert's inquiry regarding the computation of totals on the Voter Registration Transactions.
19. Commissioner Albence recognized the Department's staff who have worked extended hours to accomplish the heavy workload in advance of the upcoming General Election.
20. Commissioner Albence reviewed the current status of Campaign Finance violations regarding fines received by non-filers and tardy reports.
21. Commissioner Albence provided a synopsis on the tabletop exercises regarding continuity of operations conducted this year with Delaware Emergency Management Agency (DEMA). There were no updates on archive and public records.
22. Mr. Broujos provided an update on the litigation filed against the Department in the Court of Chancery. Both cases have been decided in favor of the Department and no appeals were filed in the Delaware Supreme Court. The case filed by the Republican State Committee of Delaware challenged the constitutionality of the newly enacted Vote-By-Mail statute, and argued that vote-by mail ballots should not be counted. Following briefing and oral argument, the Court issued a written decision that concluded the statute is constitutional. The case filed by the League of Women Voters sought to extend the deadline for the Department to accept vote by mail and absentee ballots for an additional 10 days beyond Election Day. Following briefing and oral argument, the Court issued a written decision that concluded that such an extension would be unconstitutional and refused to impose the extension.
23. Mrs. Williams-Mayo motioned (Mr. Sterling seconded) to approve the removals as presented. The motion passed by majority of the members voting in favor of the motion. Ms. Sikora voted against the motion.
24. NEW BUSINESS: None.
25. Mrs. Whittington praised AARP and its report on voting requirements in Delaware. The information regarding Delaware on its publication is accurate. Commissioner Albence agreed with Mrs. Whittington's comment and he also added regarding AARP's strong partnership with the Department of Elections.
26. Commissioner Albence provided the hours of operation and locations of all ballot drop boxes at election offices in response to Mrs. Williams-Mayo's question regarding the return of absentee ballots.

27. Mrs. Sandstrom shared a relative's positive experience with the Department of Elections' Sussex County Office.
28. PUBLIC COMMENT: None.
29. Ms. Hopkins-Pugh made a motion (Mr. Schneikert seconded) that the Board adjourn the meeting. Motion was passed unanimously, and the meeting was adjourned 4:59 p.m.

Respectfully submitted,

*Meeting minutes approved
by conference call.*

James A. Sterling, III
Board Member and Board Secretary

NEXT MEETING: MONDAY, NOVEMBER 16, 2020, 4:00PM
LOCATION: TELECONFERENCE ONLY - OFFICE OF THE STATE ELECTION
COMMISSIONER, 905 S. GOVERNORS AVE; DOVER, DE 19904