

Advisory Review Workgroup

March 16th, 2021

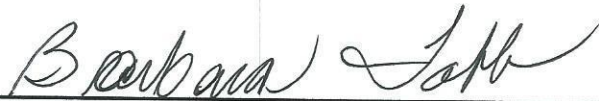
In Attendance: Allison Robbin, Jason Corwin., Barb Tabb, Kate Hanley, Walt Latham, Tram Nguyen, Kim Cummings, JoAnne Speiden, Jessica Ackerman., and Lisa Koteen Gerchick.

1. Meeting was called to order by Chair Lisa Koteen Gerchick at 10:03 am
2. State Board of Elections Chair, Bob Brink, delivered introductory remarks thanking members for their participation. He re-emphasized the task, establishing a benchmark index study that will evaluate a successful election.
3. Introductions of all members of the Workgroup were made.
4. The Minutes of the February 18, 2020 were discussed and approved as amended.
5. A discussion was held on what members thought constituted a successful election. Common themes among members included: education, transparency, accessibility, consistency, resources, participation, integrity, and adaptability. Overall agreement among participants that elections went well in 2020, despite significant challenges.
6. The project scope for the original task was discussed. It was noted that the resolution that formed the workgroup has no specificity.
 - a. It was agreed upon to develop evaluations and metrics to evaluate internal players that demonstrate the successfulness of the election. These groups to be addressed are the Department of Elections, General Registrars and Electoral Boards- Both individuals and the 3 member boards. It was also noted that the entire election process, not just Election Day, be included in the benchmark process
7. Additional resources were recommended to members for review as we begin the work.
 - a. Background publications include: *The 2020 Post-Election Report on The Department of Elections website* and *Evaluating Elections: A Handbook of Methods and Standards* by Lonna Atkeson, R. Michael Alvarez, and Thad E. Hall.
 - b. Allison Robbins also recommended reviewing documents from the previous benchmark work group. Allison agreed to pull additional documents from the previous benchmark work group and send out the last worksheet to the group for review.
8. Discussion on the role of cyber security in developing standards: should General Registrars be evaluated on this? It was suggested that the General Assembly conduct a study on cyber security. A discussion was also had about resources regarding cyber security.
9. The work group decided to meet once every month. The work group has decided to meet on the same day as the State Board of Elections, which coincides with the second Tuesday of every month generally, once the emergency order is lifted. While meeting remotely, the group has decided to consistently meet on the 2nd Tuesday of each month at 10:00 AM. The group will meet virtually on Tuesday, April 13th at 10:00 AM.
10. Deadline for the deliverables from the workgroup was established for October 2021.
11. Motion to change the time of the June meeting, since it coincides with the primary. It was decided to set the June meeting at a future date.

12. Suggestion was made to not move on to additional topics, until the benchmarks are established.
13. Jackie discussed measures and next steps. She suggested pulling outcome measures from the working definition of a “successful” election established earlier in the meeting as well as establishing upstream measures that help to ensure that those items are being done. Measures can also be pulled from this meeting notes. She does not recommend looking at the standards, until establishing measures.
 - a. Chair Lisa Koteen Gerchick requested that Jackie prepare a memo and distribute it to the group regarding measures.
14. Public Comment portion: Ja'Scotta Jefferson from the DPVA thanked everyone for their work on the 2021 Election and expressed her gratitude for everyone’s efforts. 15. Meeting was adjourned at 11:40

Future Meetings:

- April 13th at 10:00 AM •
- May 11th at 10:00 AM



Barbara Tabb