

Secretary of State Equipment Certification Advisory Committee

(A.R.S. § 16-442)

1700 West Washington Street, 7th Floor
Phoenix, Arizona 85007 & via Conference Call
(602) 542-8683 fax (602) 542-6172

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Meeting Minutes of September 4, 2020

I. Call to Order

Chairman Janine Petty, Assistant State Election Director, Secretary of State's Office, called the meeting to order at 9:03 a.m.

II. Welcome & Roll Call

Committee Members Present:

Janine Petty - Chairman
Peter Silverman, ESQ.
Dr. Jim Helm

Committee Staff Present:

Chris Rhode – Elections Analyst & Staff
Tanner Robinson – Elections Specialist & Staff
Kara Karlson – Assistant Attorney General

Committee Members Absent:

None

Committee Staff Absent:

None

Chairman Petty introduced the committee members who appeared telephonically via conference call, Secretary of State's Office staff present in-person and via conference call, and Election Systems & Software (ES&S) staff, who appeared via conference call.

III. Approval of Minutes from May 12, 2020 Meeting

Chairman Petty called for the approval of minutes and discussion.

Dr. Jim Helm, Information Technology Program Chair, Arizona State University, motioned to approve the previous committee meeting minutes dated May 12, 2020. Mr. Peter Silverman,

Managing Member, Peter Silverman Law Office, PLC., seconded the motion, and the motion was carried unanimously.

Votes:

Chairman Petty: Yes
Mr. Silverman: Yes
Dr. Helm: Yes

Ayes: 3
Nays: 0
N/A: 0

IV. Review and recommendation of Voting Equipment Application for Certification of Engineer Change Order # 1068 to software components from Election Systems & Software (ES&S) as it relates to EVS 6.0.4.0.

Chairman Petty introduced the current Engineering Change Orders (ECO)s up for review.

She went on to describe the supplemental database option for additional security an performance, mentioning this was a de minimis change approved by the EAC.

Ms. Susan Parmer, State Certification Manager, ES&S, reviewed the ECO for the committee, describing it as an additional security measure. She went on to say that this was an easy update for any systems in the field, done via USB. Customers can also contact software support with any problems.

Mr. Silverman asked when this would be done. Ms. Parmer said they would like this to be done right away, to be done prior to the general election.

Chairman Petty went on to say that they serve each county except for Yavapai and Maricopa, answering Mr. Silverman, and also stated she was curious about ES&S's timeline. Mr. Silverman asked how it's done. Ms. Parmer stated her account managers would preemptively reach out to their customers to alert them that this change would be taking place.

Mr. Silverman motioned for the recommendation of the voting equipment application for certification of Engineer Change Order #1068 to software components from Election Systems & Software (ES&S) as it relates to EVS 6.0.4.0. Chairman Petty seconded the motion, and the motion was carried unanimously.

Votes:

Chairman Petty: Yes
Mr. Silverman: Yes
Dr. Helm: Yes

Ayes: 3

Nays: 0

N/A: 0

Ms. Parmer asked what the approval timeline would look like. Chairman Petty stated this would probably not take place until next week.

V. Discussion of Upcoming Meetings and Summary of Current Events by Chair Janine Petty

The Chairman stated there are no pending applications. No upcoming meetings are expected at this time.

She informed the committee that a list of equipment has been posted to our web site, along with the ECO information.

Chairman Petty went on to congratulate Mr. Silverman regarding his new position at his own firm, the Peter Silverman Law Office.

VI. Call to the Public – Please note: the committee may not discuss items that are not on the agenda. Comments are limited to 5 minutes per member of the public.

Chairman Petty check with Mr. Chris Rhode, Elections Analyst, Secretary of State’s Office, who stated no public was present.

VII. Adjournment

Mr. Silverman motioned that the committee adjourn. Dr. Helm seconded the motion, and the motion was carried unanimously.

Votes:

Chairman Petty: Yes

Mr. Silverman: Yes

Dr. Helm: Yes

Ayes: 3

Nays: 0
N/A: 0

The meeting was adjourned at 9:16 a.m.