

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

FINAL APPROVED COPY

Meeting Minutes of March 24, 2021

I. Call to Order

Chairman Janine Petty, Deputy State Election Director, Secretary of State's Office, called the meeting to order at 8:52 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
Tyler Wengrzyn - Elections Technology & Security Analyst & Staff
Joe Benson - Elections Technology Manager & Staff
Tanner Robinson – Elections Specialist & Staff
Kara Karlson – Assistant Attorney General
Kyle Cummings – Assistant Attorney General

Committee Members Absent:

None

Committee Staff Absent:

None

At the start of the meeting, Dr. Jim Helm, Information Technology Program Chair, Arizona State University, was not yet present. The committee moved forward having met its quorum.

Ms. Susan Parmer, State Certification Manager, ES&S, introduced her self representing ES&S, as well as Mr. Tim Hallett, Vice President of Certification, ES&S, as replacement for Mr. Steve Pearson who previously held this role.

Ms. Kara Karlson, Assistant Attorney General, Attorney General's Office, and Mr. Kyle Cummings, Assistant Attorney General, Attorney General's Office, were introduced from the Attorney General's Office.

The Chair concluded by introducing the remainder of committee staff present.

III. Approval of Minutes from September 4, 2020 Meeting

Mr. Peter Silverman, Managing Member, Peter Silverman Law Office, PLC., motioned for the approval of the previous meeting minutes dated September 4, 2020. Chairman Petty seconded the motion, and the motion was carried unanimously.

Votes:

Chairman Petty: Yes

Mr. Silverman: Yes

Dr. Helm: N/A

Ayes: 2

Nays: 0

N/A: 1

IV. Review and recommendation of Voting Equipment Application for Certification of Engineer Change Order # 1103 to update the V2.1 CMOS battery to extend time between maintenance for the ExpressVote 2.1 from Election Systems & Software (ES&S) as it relates to EVS 6.0.4.0.

Chairman Petty introduced the Engineer Change Order (ECO) before the committee as approved by the Election Assistance Commission (EAC), and noted its label as a de minimis change.

Ms. Parmer noted the need to extend the battery life on the ExpressVote equipment. She said it's definitely optional, but will extend the life of the battery once installed by up to six to seven years.

The committee had no questions.

Mr. Silverman motioned for the committee to recommend to the Secretary of State that voting equipment application for certification of Engineer Change Order # 1103 to update the V2.1 CMOS battery to extend time between maintenance for the ExpressVote 2.1 from Election Systems & Software (ES&S) as it relates to EVS 6.0.4.0. be approved. Chairman Petty seconded the motion, and the motion was carried unanimously.

Votes:

Chairman Petty: Yes

Mr. Silverman: Yes

Dr. Helm: N/A

Ayes: 2

Nays: 0

N/A: 1

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

Chairman Petty noted the pending application from Clear Ballot, in addition to applications from Hart InterCivic Inc. containing ECOs. She noted that the vendor would need to submit an initial application prior to submitting any ECOs.

She said the committee would need to schedule two additional meetings shortly. Without Dr. Helm present, she did not think the committee could officially confirm dates at present. She noted Dr. Helm's typical availability on Mondays, Wednesdays, and Fridays for the committee.

Chairman Petty said she would be in communication to get these meetings on the calendar.

Dr. Helm arrived at the meeting via conference call at 9:03 a.m. The Chairman explained the need to schedule the previously mentioned meetings to Dr. Helm, and re-stated she would be in touch. Dr. Helm apologized for arriving late.

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. Those viewing the meeting virtually may submit public comments to elections@azsos.gov to be read and included in the record. Please include “ECAC Public Comment” in the subject line when submitting a public comment via email.

No public was present and no comments were received via email.

VII. Adjournment

Chairman Petty motioned that the committee adjourn. Mr. Silverman 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 9:04 a.m.