



Democratic Commissioner James C. E. Wahls
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ADMINISTRATIVE SERVICES COMMITTEE – BOARD OF ELECTIONS

Tuesday, January 5, 2024

11:30 am

MINUTES

ATTENDEES

Legislators Dennis Mullen, Jake Brown, Ronald Ciotoli, and William Standing.
Commissioner Kelly A. Johnson
Guests: Martha Sauerbrey (Legislative Chair), Peter Dewind (County Attorney), Cathy Haskell (Legislative Clerk).

APPROVAL OF DECEMBER MINUTES

FINANCIAL

Board of Elections YTD Budget Report was presented. No one had any concerns or questions.

OLD BUSINESS

See December minutes. Election Inspectors continue to sign up for county training and become established as county employees.

NEW BUSINESS

Continuing to work with IT to finish the NYSTEC assessment; the next meeting is scheduled for 1/10/2024.

BOE has met with IT regarding upcoming Dominion EMS Server upgrade. IT is developing new plan for offsite data storage.

NYSBOE Annual Report has been completed.

After receipt of proposals from vendors regarding expanding our communications with voters, we are leaning towards one, and Commissioner Wahls has suggested the entire county would benefit from using it to communicate with their audiences and will forward information.

PERSONNEL

James Hoover has started in the position of Republican Deputy Commissioner, as well as completed orientation.

Republican PT Clerk. Commissioner Johnson selected a candidate after our legislative meeting and did a late-file resolution which was presented at Finance, Legal and Safety Committee on 1/9/2024.

Democratic PT Machine Technician position remains vacant.

RESOLUTIONS

Resolution to renew software maintenance agreement with Dominion Voting for three years and authorize prepayment was presented. The resolution was approved by the committee.

EXECUTIVE SESSION

Legislator Standinger made a motion to enter executive session to discuss personnel. Motion approved and executive session commenced at 12:30. Executive session adjourned at 12:45.

Meeting adjourned.