

Minutes
State Election Commission Meeting
August 19, 2015

The State Election Commission - Voting Machine Committee meeting was called to order by Committee Chairman, Donna Barrett, at 2:00 p.m., Central Standard Time, August 19, 2015. The following members and staff were present: Commissioners Barrett, Blackburn and McDonald; Coordinator of Elections Mark Goins and Kathy Summers, Elections Specialist.

Chairman Barrett asked Coordinator Goins to go over the current process for certifying voting machines. Coordinator Goins provided the attached Procedures for Certifying Voting Machines in Tennessee and gave a brief history of the certification process prior to and after the creation of the Election Assistance Commission (EAC).

The following vendors attended and spoke to the Voting Machine Committee:

- **ES&S: Steve Pearson and Wendell Moore** – Steve Pearson provided the committee with a summary of certification procedures across the United States. A copy of the chart is attached to the minutes. Mr. Pearson indicated EAC certification process currently takes about nine (9) months to obtain EAC certification. ES&S has two (2) updated releases since making a presentation to the State Election Commission on their EVS 5.2.0.0 which is awaiting Tennessee's review in another state. ES&S suggests Tennessee go to in state field testing.
- **MicroVote: Steve Shamo and Bill Whitehead** – Bill Whitehead stated MicroVote currently has forty-five (45) counties in Tennessee. MicroVote has their Infinity 4.1 upgrade currently before EAC and hopes to obtain Tennessee certification. Currently, this release is not used in any other state and cannot be viewed or receive letters of recommendation from other users. MicroVote cannot obtain any more components to build the current certified voting machine and Van Buren County is in need of voting machines to replace those machines destroyed by fire. Steve Shamo suggests the State Election Commission move to an "end-to end regression test." The cost of the end to end regression test would be absorbed by the vendor. Mr. Shamo believes this process would allow Tennessee to work directly with the testing facilities to set up a demonstration specific to Tennessee elections and would better reflect the volume of offices and votes in Tennessee elections.

- **Harp Enterprises: Chad Colgan** – Chad Colgan of Harp indicated their company has a new machine for certification. The machine is Hart InterCivic – Verity Voting 1.0. Mr. Colgan reiterated the same concerns as other vendors and indicated available field testing opportunities usually coincides with Tennessee elections which makes it hard at obtain certification.
- **Dominion: Mark Beckstrand and Cathi Smothers** – Mark Beckstrand stated Tennessee’s certification process tends to take two (2) to three (3) years from introduction of a new voting system. Mr. Beckstrand agrees that streamlining the process would help with keeping up to date voting equipment available to the counties and voting public. Dominion plans to submit a request for software upgrade of their Democracy Suite 1.14D to the State Election Commission. Cathi Smothers discussed the support of Tennessee using the end to end regression test with the costs for such test being absorbed by the vendor seeking certification.

Committee Chairman Barrett thanked the vendors for their participation and willingness to assist the State Election Commission in the review of the voting machine certification policy.

Chairman Barrett adjourned the meeting.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mike McDonald". The signature is written in a cursive, flowing style.

Mike McDonald, Secretary
Voting Machine Committee
State Election Commission

PROCEDURES FOR CERTIFYING VOTING MACHINES BY THE TENNESSEE STATE ELECTION COMMISSION

All voting machines/vendors must receive certification from the state election commission and the coordinator of elections before any voting machines or systems may be sold in the State of Tennessee.

First Step:

Any interested vendor should submit a written request to the coordinator of elections and the state election commission requesting certification of your company together with the EAC certification number, a financial report and a list of all states that have already bought your voting machines or systems. If you would like to demonstrate your product at a meeting of the state election commission, please make that request in your letter. You will be notified of the date, time, and place of the meeting where you may make your presentation.

Second Step:

A. Voting Machine Procedure

Following verification of EAC certification and an initial presentation of your product and/or services, you would need to arrange for at least two (2) State Election Commissioners (of opposite parties) and the coordinator of elections (or designee) to view your machines or system in use in an election of a substantial size in another state. An election of a substantial size involves at the minimum the following characteristics:

- The jurisdiction has a population of at least 10,000 persons;
- The jurisdiction has at least two (2) or more district races on the ballots; and
- There are at least two (2) contested races involving both at large and district races on the ballot.

B. Voting Machine Software Systems Upgrade

- EAC Certification;
- Presentation of software upgrade before State Election Commission at a monthly meeting; and
- Viewing of upgrade in another state (In lieu of viewing machine in another state, at the discretion of the State Election Commission, letters of recommendation from users in other jurisdiction may be used as support for approval.)

C. De Minimis Voting System Changes

- Any De Minimis change to an EAC certified voting system shall be submitted to the state election commission and coordinator of elections to be approved. For purposes of approval of the de minimis change to the voting system, all that will be required is a letter from the EAC stating the change is de minimis, unless further information is requested by the state election commission or coordinator of elections.

Third Step:

The State Election Commission must vote to certify the machine in order for the machines to be used in an election in Tennessee.

You may send any correspondence for both the state election commission and the coordinator of elections to the following address:

312 Rosa L.Parks Avenue, 7th Floor
William R. Snodgrass Tower
Nashville, Tennessee 37243
(615) 741-7956

If you have any further questions regarding certification of your company, please feel free to contact the office of the state election coordinator at the phone number listed above.

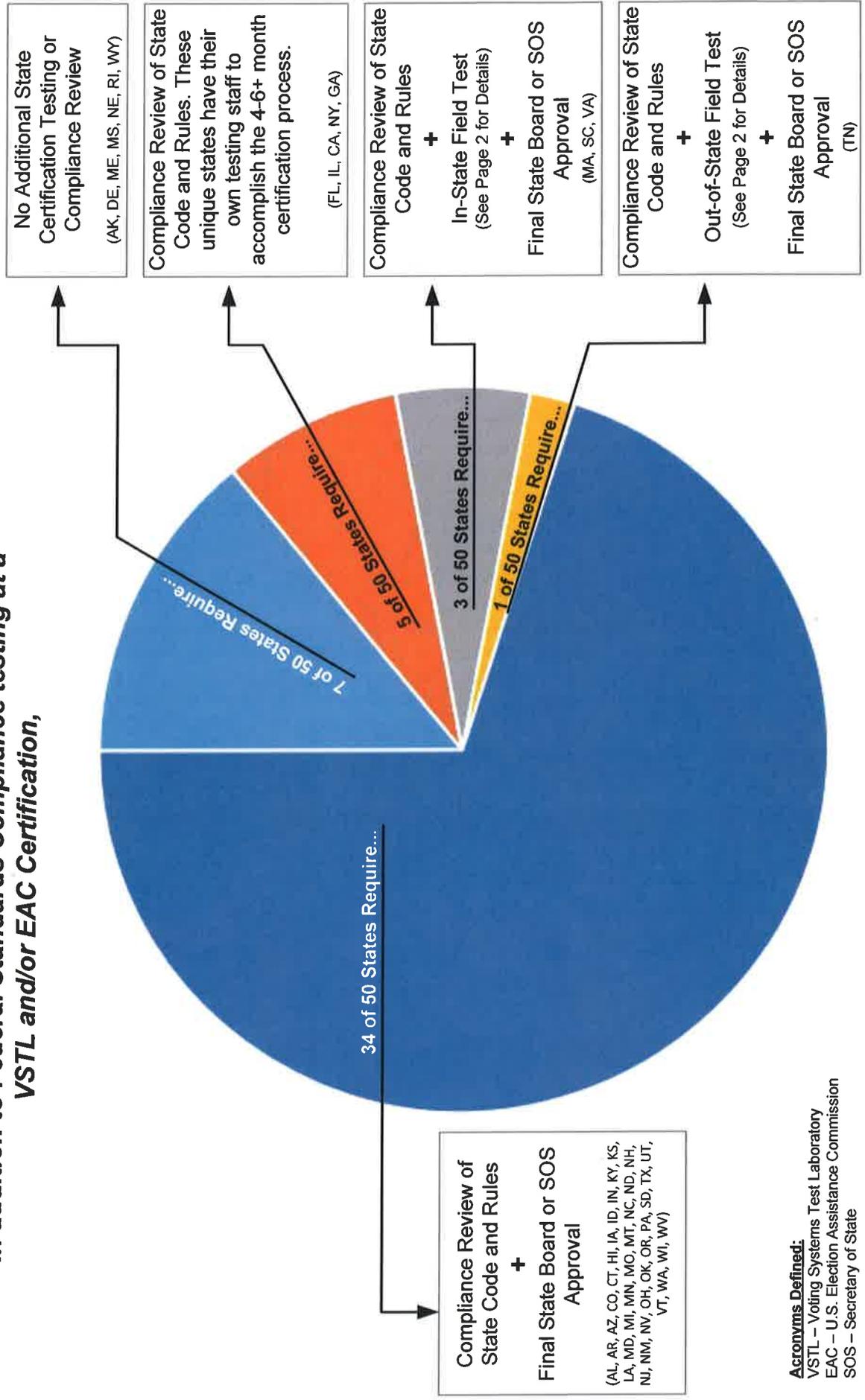
State Election Commission
Voting Machine Committee

August 19, 2015
William R. Snodgrass – TN Tower
3rd Floor - Conference Room B
2:00 p.m.

Vendors Attending and Requesting to Speak

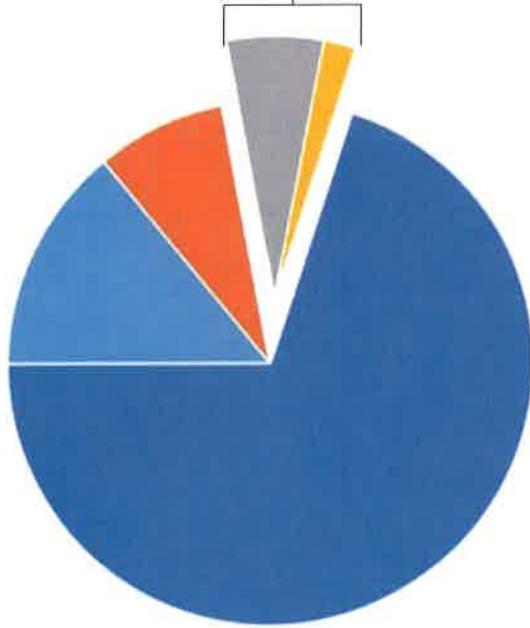
- ES&S: Steve Pearson and Wendell Moore
- MicroVote: Steve Shamo and Bill Whitehead
- Harp Enterprises: Chad Colgan
- Dominion: Mark Beckstrand and Cathi Smothers

In addition to Federal Standards Compliance testing at a VSTL and/or EAC Certification,



Acronyms Defined:
VSTL – Voting Systems Test Laboratory
EAC – U.S. Election Assistance Commission
SOS – Secretary of State

A closer look at the requirements of the 4 states that require field tests:



Massachusetts requires field tests to involve Massachusetts voters and election officials during two in-state elections in one or more jurisdictions. No required number of registered voters or ballot content requirements for the field test.

South Carolina requires field tests to involve South Carolina voters and election officials during a scheduled primary, general, or special election and involve a minimum of 2 precincts. No required number of registered voters or ballot content requirements for the field test.

Virginia requires field tests to involve Virginia voters and election officials during a scheduled primary, general, or special election and must involve one or more precincts. No required number of registered voters or ballot content requirements for the field test.

Tennessee requires the Elections Director and State Election Commissioners to witness an election in an out of state jurisdiction with 25,000+ Registered Voters. The ballot must contain also two or more districted races with one race being an at-large race.