Attendees: Lou Battipaglia, Lisbeth Becker, Chopeta Lyons, Marla Cowden, Ann Kilby, Anne-Marie Mastroianni, Dorothy Mrowka, Kevin McCarthy and Stuart Wells. Guests: Tom Miano, SOTS; Ted Bromley, SOTS; Mike Wyman, ROV – Tolland; Michael Early, Deputy Registrar – Southington; Sue Larson, ROV; and Steve Watkins - ROV East Hartford; and Lary Douglas, Election Moderator Windham County.

Lisbeth opened the meeting at 10:01 a.m.

**May 2019 Meeting Minutes:** Ann Marie Mastroianni a made a motion to accept these minutes. Chopeta Lyons seconded the motion.

**Election:**

-Lisbeth Becker as Temporary Chair requested nomination for Chair. Marla Cowden made a motion to have Lisbeth Becker as Chair. Ann Kilby seconded this motion. All members voted in favor of this motion.

-Lisbeth requested nomination for Secretary. Ann Marie Mastroianni made a motion to have Ann Kilby as Secretary. All members voted in favor of this motion.

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**CITRIX, the Virtual Work Station:**

* Being piloted in the Glastonbury, Middletown Manchester, and South Windsor ROV offices.
* Pilot is going well.
* The system is at Windows 10, but Windows 7 or higher will work. He recommends anyone with lower versions of Windows to update their workstation.
* Tom Miano stated:
  + In the next 4 weeks, SOTS will be building the product for production rollout
  + Develop training material
  + Production deployment will start in September. He will rollout implement 3 towns increments. Tom hopes to complete the installation by the end of the year.
  + On Election Day, ROVs can still access the old method if problems arise.
  + Stress Test will be held on October 29 from 10 to 11 a.m. ROV should consider using all their workstations including EDR workstation for the test.
  + EMIS will also be under CITRIX. The Moderator will not be using CITRIX to log into EMIS.
* If a user cannot remember their CITRIX’s password, it will be reset by SOTS office. The CVRS password can be changed by Registrar of Voter Supervisor CVRS ID.

**Batch Processing (Making Voters to Inactive Status) for Canvass Activity**

* Changes are being made to CVRS for Batch Processing which are:
  + Ignore voters who are in “off” status
  + If a voter has been canvassed and then this voter record has been changed, CVRS system will automatic closed the canvass activity for this voter.
  + When these changes are implemented, Lisbeth Becker has documented for distribution.
* These above changes are in testing stage and ready for production implementation. Ted Bromley stated that an email will be sent out to all ROVS prior to production implementation.

**DMV**

* Implementation February 2020. The Governor has stated it needs to be right before it is roll out. Right now, screen development is underway.
* Tom Miano stated that the CVRS database has 80% of the voters DMV ID in their system. This information was verified for accuracy by having ERIC’s organization.
* It was suggested that there should be capability to transfer a Voter Registration request that went to the wrong town – the ROV should be able to send the request to the correct town.

**CYBER SECURITY REPORTING PROCESS**

* Marla Cowden has proposed to create a form to report cyber security issues. This completed form will be sent to the SOTS. It was agreed that Marla would create the form.
* This topic should be addressed at the Fall Conference. This topic should include “How to Talk with Your Town Official About Cyber Security As It Relates To Election”.

**EMIS (ENR Reporting)** – Testing is still underway.

**CVRS –**

* Lisbeth requests all members to contact their county members to obtain a list of CVRS changes/enhancements.
* Marla Cowden will manage this list.

**Tabulators**- Ted stated out contract with LHS is through 2027 it does not mean we have to keep it.

**Next Meeting:** Sept. 26, 2019 at 10 am. Riverfront Community Center, 300 Welles Street, Glastonbury. Please supply your agenda items to Lisbeth Becker by July 9, 2019.

**Adjournment:** Meeting adjourned at 12:00 pm. with Ann Marie and Mike Wyman making the motion.

Sincerely,

Ann M. Kilby, Secretary