Attendees: Lou Battipaglia, Lisbeth Becker, Anna Dickenson, Marla Cowden, Ann Kilby, Anne-Marie Mastroianni, Dorothy Mrowka, Elizabeth Santangelo, and Julie Watson Jones. Guests: Thomas Miano -SOTS; Michael Early, Deputy Registrar – Southington; Sue Larson, ROV-President & South Windsor; Camille Mogelnicki, ROV – Wethersfield, Dale Winchell, ROV – Deep River, Bill Humphrey, ROV Deputy – Westbrook, and Steve Watkins - ROV East Hartford; and Lary Douglas, Election Moderator Windham County.

Lisbeth opened the meeting at 10:00 a.m.

**Two Factor Authentication & CITRIX, the Virtual Work Station:**

Tom Miano provided the following status on this topic:

* These 2 items are 2 distinct projects.
* Two Factor Authentication was rollout first since it can be completed quickly.
	+ Greater than 50% of the ROVs have not been setup for Two Factor Authentication
		- Tom believes the reason it has not been implemented either: lack of communication (ROV has not contacted the SOTS)
	+ When using this process the ROV must used the same workstation for to sign on to CVRS and access their email software. (i.e. you cannot use your cell phone to access your email)
	+ Tom recommends that ROV have an unique email address for each of their CVRS ID. This also include ROV SSVR’s ID.
	+ When you entered the Authentication code there is a checkbox which you can to save the code. This process will let your workstation system to avoid entering the authentication code for the next 90 days. After 90 days, the individual will have to enter a new Authentication code and check off the box ? again so it is retain the another 90 days.
	+ It was recommended that we have a topic in the Fall Conference on Two Factor Authentication and EDR be discussed.
	+ In the future communication, it was recommended to design the communication using bullet items to make the document easy to read. Also, the document should be in ‘pdf’ format not word.
	+ Tom Miano suggested to create a small ROV team to review communication before it is sent to the ROV community.

**DMV**

Lisbeth stated:

* DMV is in the process of implement a system which allows the customer to review their voter registration information; and create/update their voter registration information through a kiosk equipment. It has been implemented in Wethersfield, Putnam and Willimantic. In the near future, plans are to implement in New Britain and Willimantic.
* This implementation is one phase of this project. There is no impact on the information being forwarded to the CVRS system. The address field is still 20 characters and the customer must manually enter their address (not a drop down option).
* The Technology Committee would like to view this new implementation or least view documentation showing a schematic of the process.

CVRS – Recommendations

* It was recommended that any recommendations will be sent to the ROVAC

Technology Email address which is **rovactechcomm@gmail.com**

* Ann Kilby investigate with Steve Mason if CVRS could automate load the voters who voted absentee into their voter history record. Steve stated it could not be possible since the input format is the official voter report format.
* Marla Cowden would like to see batch process for canvass using bar coding. Also, for CVR letters are 30 days old and the voter has not respond – will CVRS automate change the voter’s status to inactive. No status was provided.

**EMIS (ENR Reporting)**

 Lisbeth Becker received an email from Stuart Wells that stated changes are underway. Stuart has no communication on what are the changes from SOTS.

Tom Miano stated that Two Factor Authentication will be implemented for EMIS for the November 2020 Election.

**Tabulators**

Tom Miano stated that the SOTS has purchased spare parts.

**Cyber Security Information**

Marla asked Tom if the SOTS will send out critical information from SOTS to ROVs. This topic should be addressed to Ted Bromley.

**Next Meeting:** May 7, 2020 at Spring Conference – Time & Location will be determined.

**Adjournment:** Meeting adjourned at 11:35 a.m. with Ann Marie and Lisbeth making the motion.

Sincerely,

 Ann M. Kilby, Secretary

Attachment