

VR User Group Meeting Notes  
February 7, 2002

Attendees: Bill Batcher, Linda Becker, Kim Carlson Randall Cutting, Lisa Kramer, Michele McNulty, Scott Simmons (MN OSS); Diane Teff, Gary Poser, Irene Meier (Anoka County); Marie Clare, Morlie Weldon, Mary Schwendig (Dakota County); Michelle DesJardin, Patti Hansen (Hennepin County); Vi Manderud (Otter Tail County); Renee Coffey (Ramsey County); Annette Peters, Laurie Braun (Rice County); Joan Manthe, Deb Tappe, (Waseca County); and Tom Ferber, Judy Wertheimer (Washington County)

- **Red – Linda's Responsibility**
- **Royal Blue – VEMS Efficiency List**
- **Green – Help Desk or Computer Services Responsibility**
- **Purple – Randall's Responsibility (Redistricting)**
- **Pink - VEMS User Group Responsibility**
- **Slate Blue – Future VEMS User Group Discussion**

Bill Batcher - Outstanding Issues

1. Email response testing
  - a. Emails sent from MN OSS, leave within seconds, the longest delay noted was 30 minutes.
  - b. MN OSS is using smaller distribution lists and is considerate of outgoing time sensitive material.
2. Citrix version upgrade
  - a. An exact schedule hasn't been set, tentative for July 2002.
3. Co-Star Label Printer Drivers
  - a. In the process of testing at MN OSS.**
4. Passwords & Sign-on Survey
  - a. The new users password upgrade was deployed on February 20<sup>th</sup>. There were 53 new users and 29 deleted users.

Availability of Q&A for the VEMS User Group

- 1. The VR User Group will have access to the Q&A database to assist with regression testing of new RPS updates and version upgrades/builds. Bill thought this was a wonderful idea!**

election.com Contract Update

1. A Service Agreement has been signed with election.com.
2. **The list of 28 items will be available to the counties at the next meeting.**

Annual Voter Reclassification

1. The Annual Reclassification of Voters was conducted on February 19<sup>th</sup>. Reports were printed and distributed to the counties on the same day.

Precinct Caucuses – March 5th

1. Due to budget constraints the caucus locations will not be posted to the MN OSS web page for 2002. Because of this, the users determined there were no advantages of using VEMS for 2002 and decided to not input the data.
2. Straw Poll results will be on the MN OSS web page. Reporting forms were disbursed to the major parties, only 2 have responded and accepted.

Redistricting in VEMS

1. Renumbering Precincts – Necessary? Which County's?
  - a. An email will be sent out to the counties asking them if they want their state precinct numbers renumbered. This will be done at the discretion of the county, not statewide.
  - b. Any interested counties will need to contact Randall.
2. Overview of Redistricting Module
  - a. VEMS has a new Redistricting Utility, which includes some new features including group block range changes and a block range splitting wizard. The Utility makes a duplicate of county block range records, which are updated and applied back to the active (practice or production) database. A few new reports have been added for reviewing changes made to redistricting data.
3. Redistricting PVC's

- a. Several counties indicated they are planning to send redistricting notifications (PVCs) countywide. The group believed that countywide notifications would likely be done in each metro area county. The status of Greater Minnesota counties was not known.
- b. Randall has asked the group for assistance in designing a redistricting PVC.**
4. Training – Dates have been scheduled. Additional information will follow.
5. MN OSS Web Site – Precinct Finder
  - a. The group was concerned that voters may not understand or recognize that the data is changing
  - b. The VR group recommended a “Black-Out” period where all the data would be removed from the web site. This “Black-Out” period would need to be after the Caucuses and Township Elections.
  - c. Include an explanation of why the information was removed and a date for when the information will be returned.
6. Question: **Does the redistricting module update “cancelled” voters?**  
 Yes, election.com stated that the redistricting utility would update all voter records similarly regardless of their status - reason codes.

#### State Contract on Election Equipment Update

1. The extension is proceeding and one of the two vendors are on board. It will be in place with one, or both, without a gap this spring.

#### Linda’s Outstanding Issues

1. Registration Date and Application Date - **The VR group would like to propose to election.com that the registration date and application date fields be listed on the F6 screen when searching for a duplicate voter record.**
2. Reclassification – Registration Date within the County – MN OSS worked with election.com to identify voters that moved within the county and should have had a registration date change. These voters were changed to prevent them from being reclassified this year.
3. Inactive Record Check using F6 – This enhancement to VEMS was released on Feb. 20<sup>th</sup>. When processing a VR card, the voter search returns “ALL” statewide cancelled voter records.
4. Lunch arrangements – Buon Giorno was a hit! Thank you Nancy!

#### Township Elections

1. County Audit List - Reviewed and explained in detail the reports used to audit approx. 32 counties. The counties then understood what they could do to clean up their own VEMS database.
2. ENRR Notifications will not be required for the Township Elections
  3. 85 Counties will be conducting elections. All elections have been reviewed, with rosters printed and mailed.

#### Absentee Balloting Process

1. Review Processing Applications, Labels and Reports have been tabled to the March meeting.

#### Other Issues

1. VEMS Efficiency List
  - a. The group reviewed the current outstanding issues that they had reported to our office during the negotiation phase with election.com, in addition, they provided additional items to be added to the list.
2. PVC’s
  - a. Multiple Cards are being sent to voters when only queued once.**
3. OSS Staffing due to Budget Constraints
  - a. The Elections Division was not affected when the MN OSS laid off employees.
    - 4. Practice and Production warning messages only appear when signing into the “Eelpout” server.**
  5. Help Desk concern – multiple counties have reported that the HD will not help them if their computer is not a “Dell”. This was a misunderstanding and has been resolved.

#### ENRR Samples (VEMS User Group)

1. Several counties provided sample ENRR forms.