

VR User Group Meeting Notes
September 6, 2001

Meeting agenda is in regular font. Meeting results are in *italics*.

Group 2 Invitees: Bill Batchner, Brad King, Deb Tappe (Waseca County), Diane Teff (Anoka County), Gary Poser (Anoka County), Joan Manthe (Waseca County), Karen Myers (Blue Earth County), Karen Ruehling (Sibley County), Lynn Boraas (Carver County), Maria Gilbertson (Sherburne County), Michelle DesJardin (Hennepin County), Patty O'Connor (Blue Earth County), Robin Anthony, Tom Ferber (Washington County)

Group 1 Invitees: Annette Peters (Rice County); Bob Bruns (Nicollet County); Chris Samuels (Ramsey County); Dani Connors-Smith (City of Minneapolis), Irene Meier (Anoka County); Joyce Peterson (Hennepin County); Laurie Braun (Rice County); Mary Kay Kes (Scott County); Susanne Griffin (City of Minneapolis)

System Performance

1. -1104 errors *have stopped occurring.*
2. 87 County Stress Test – part 2. *The next stress test was cancelled due to the conclusion of the contract.*
3. *General performance:*
 - a. *Ramsey County can process a card in about 1-1 ½ minutes*
 - b. *Washington County can process a card in about 3-4 minutes*
 - c. *There are long pauses between fields and screens.*

Reports

1. Identify reports that counties need to be able to print at their offices-*this question was deferred.*
2. Reports not required in the RFP: Moved Out Report, DOH file listing, reports that list applications. *Instead, the Moved Out Report is just a Voter Listing with that Status and Reason code selected and a DateChanged that is appropriate (last month, etc.).*
3. *The group asked that cancelled voters be removed from the Permanent Absentee Listing.*
4. *Roster issues*
 - a. *They aren't splitting at first letter of last name. This is a big problem for election officials and election judges. VR User Group requests this be corrected.*
 - b. *Remove the warning for ALL active voters from the roster.*
 - c. *Whether a voter appears on a roster depends on their date of birth, status and date of registration.*
5. *What is the status of the late registration notice?*
6. *Master List is different than Mapper version(s)-it only includes what statute dictates should appear on the list. The group discussed the need for three different types of Master Lists:*
 - a. *The Master/Master List: The Master List can be used as is IF it can be constrained by registration date so that the voters listed mirror those on the Roster.*
 - b. *The Greeters List: The Greeter's List should also include status and reason code to facilitate direction of voters within the polling place.*
 - c. *The Absentee Ballot: The absentee processing list must include status and reason code.*

The VR User Group would like to see more coordinated communication and procedures for how to request these lists from the Office of the Secretary of State.

Other Functionality Items

1. Purge: Registration Dates on Cards entered within the county *will determine whether or not a voter is purged and will automatically update if the voter re-registers within the county.*
2. Inactive record check using F-6; ability to find & update cancelled records.
3. Merging records and voter history-*currently, this is not an automated process. A county can only revise voter history for elections that occurred within that county.*
4. DPS transfers-*In progress, but start entering cards for those batches that were lost.*
5. DOH transfers-*In progress.*
6. *Tip-if the RR box number includes an alpha character, it can be put in the street number field along with the rest of the box number.*
7. *Request to have the field for last name extended. Currently it is only 15 characters. This is a problem for long last names.*

ENR Update

- *The counties need to be sent the URL for ENR.*
- *The user group should also be solicited for input into the Polling Place Finder on the web.*

Other

The results of the VEMS survey sent to the counties were discussed in general. It was decided that Robin could join the meeting with the MACO Elections Committee that afternoon.

The VR User Group recommends OSS send out a VEMS Tip on the difference between the "Registration Date" and the "Applications Date" on the Applications Screen. Also stressing how to manage the entry of these fields around an election.

The VR User Group recommends OSS have an additional stress test that will include the Recorders. Not as many counties could participate in the last test.

The VR User Group requests a policy on what the counties may print in house and what they may not.

Elections Administration-Discussion DEFERRED

1. School district elections that cross county lines
2. Consolidated elections