

ELECTIONS COMMISSION
City and County of San Francisco

**BUDGET AND OVERSIGHT OF PUBLIC
ELECTIONS COMMITTEE (BOPEC)**

Roger Donaldson, Chair
Dominic Paris
Rosabella Safont



John Arntz, Director of Elections

Don Chan, Secretary

MEETING MINUTES (DRAFT)

**Budget and Oversight of Public Elections Committee (BOPEC)
of the San Francisco Elections Commission**

Wednesday, November 1, 2017

6:00 p.m.

City Hall, Room 421

**1 Dr. Carlton B. Goodlett Place San
Francisco, California 94102**

1. Call to Order & Roll Call

The Chair, Commissioner Donaldson called the meeting to order at 6:01 p.m. All members were present, as was Director of Elections John Arntz and Commission Secretary Don Chan.

2. General Public Comment

There was none.

3. Open Source Voting

Commissioner Donaldson asked for an update from Director Arntz on the progress of the Slalom contract. Director Arntz reported that the timeline in the contract is now pushed back 2 weeks due to the time it took to finalize, so the deliverables that are mentioned will not be due yet. They have been meeting with various people, including President Jerdonek, to get familiarized with the status of things in as far as requirements (accessibility, security, and certification).

Commissioner Donaldson asked if the deadline date has also been pushed back or do they expect results to respect the original due date. Answer: They are going to try to get an initial draft done by end of this year for review.

Commissioner Donaldson asked about the fee schedule, which ties payments to deliverables at certain points. Would that mean that when a payment is made, the deliverable will be available for examination (e.g. functional requirements)? Director Arntz said it would seem so. Commissioner Donaldson asked Director Arntz to confirm that and report back to the full Commission about that.

Commissioner Donaldson asked about appendix A (d2) which states "confirm software functional requirements." Are they developing those? Answer: No. They are developing a model, not the actual system itself. Their scope of work is tied to the elements of the RFP, which call for a business plan (e.g. cost estimates for the system), and not the development of the system itself.

Commissioner Donaldson asked if any of this work will be done with consideration to the interim voting system that the City has to employ. Director Arntz said that the development of the business plan will not be dependent on nor impacted by what an interim voting system might look like. He said that the Slalom team has talked with President Jerdonek and he is sure they are aware of the interim situation. They are also aware of the TAC and what it is doing, so they can respond to whatever recommendations come forth from them.

Public Comment:
There was none.

4. Interim Voting System Replacement

Commissioner Donaldson wanted to confirm that what is being sought is an interim system. Director Arntz said yes, they are only looking to lease a system, not purchase it. It needs to be certified by the Secretary of State (CA) and at this point there is only one vendor who has such a system (the current vendor).

There was a discussion regarding the possibility of requesting, in the RFP, that the vendor allow the insertion of open source components into their system, when they become operative. It was stated that there are no state provisions that allow such operation of non-certified voting system components, that whole systems need certification, so such a request couldn't be made.

Vice President Paris asked if a lease locks us into the full term (in case the open source system becomes operative before the end of the lease term). Director Arntz said there is a mechanism to terminate a contract prior to full term. Article 8.1 in the contract addresses this.

There was a question regarding any alternate plan if the vendor "plays hardball" and wants to charge exorbitant prices for the system. Director Arntz said that they could go back to a hand count, but he didn't feel such a case would happen because the vendor wouldn't want to appear (in the industry) unscrupulous.

Commissioner Donaldson asked when the RFP would be done. Director Arntz said he'd like to get it out this month. The current system contract expires December 2018.

Public Comment:
There was none.

5. Approval of Minutes of Previous Meeting

Vice President Paris moved to approve, seconded by Commissioner Safont. Upon voice vote the motion carried unanimously.

6. Agenda items for future meetings

Commissioner Donaldson asked when the Election Plan for the 2018 elections will be done. Director Arntz said 90 days before the election, so around March. The budget process begins now, and the Slalom final report is due end of January so BOPEC will probably meet for the first 3-4 months of 2018.

Public Comment:
There was none.

Adjournment

The meeting was adjourned at 6:36 p.m.