

AGENDA

35th Annual Election Law Seminar County Election Officials



Renaissance Austin Hotel

July 31 – August 2, 2017

SEMINAR REGISTRATION DESK

The Secretary of State Registration Desk will be open 3:00 p.m. – 7:00 p.m. on Sunday, 7:00 a.m. – 5:00 p.m. on Monday, 7:30 a.m. – 5:00 p.m. on Tuesday, and 7:30 a.m. – 5:00 p.m. on Wednesday.

ELECTION DIVISION SUPPORT ROOM

ALL THREE GROUPS WILL BE LOCATED IN THE WEDGWOOD ROOM

Voter Registration staff will be available to discuss TEAM on Tuesday from 1:00 p.m. to 5:00 p.m.; and Wednesday from 8:00 a.m. to 4:00 p.m. The VR staff will not be available on Monday.

Election Funds Management staff will be available on Tuesday and Wednesday from 1:00 p.m. to 5:00 p.m. Attendees can access Chapter 19 and Primary Finance Information.

Legal staff will be available at limited times throughout the conference. Question slips may be completed and returned in the ballot boxes located at the registration desk and support room any time during the conference. These questions will be addressed during the Q&A sessions or via email upon conclusion of the conference.

CONTINUING EDUCATION & CERTIFICATES OF ATTENDANCE

County and District Clerks Association Members: If you are a member of CDCAT, be sure to pick up a continuing education form at the registration desk. You can mail or email the completed form to the Association (*see form for contact information*).

Evaluation and Certificate of Attendance: An email will be sent to you on August 3rd with a link to the evaluation form. Upon receipt of your evaluation, a certificate of attendance will be emailed to you.

For questions regarding these items, please see Louri O’Leary or Andria Perales during the conference.

SHUTTLE SCHEDULE

Complimentary transportation will be provided by **Star Shuttle & Charter** on a continuous basis to and from the host hotel and the overflow hotels.

- Renaissance Hotel 9721 Arboretum Boulevard (512) 343-2626
- DoubleTree Northwest 8901 Business Park Drive (512) 343-0888
- Hyatt House 10001 N. Capital of Texas Highway (512) 342-8080
- Hyatt Place 3612 Tudor Boulevard (512) 231-8491

The shuttle will be available at the following times on a continuous basis:

Sunday, July 30th from 2:00 p.m. to 8:00 p.m.

Monday, July 31th from 6:00 a.m. to 7:00 p.m.

Tuesday, Aug 1st from 6:30 a.m. to 6:00 p.m.

Wednesday, Aug 2nd from 6:30 a.m. to 6:00 p.m.

TEXAS LEGISLATIVE COUNCIL

The **Texas Legislative Council (TLC) Mapping and Redistricting Section** will be located in the Arbor with the Exhibitors. Staff will be available to answer questions about TLC's election and redistricting data, demonstrate TLC's District Viewer online interactive mapping application, the redistricting website, answer questions regarding any upcoming precinct changes, and take orders for small county maps with 2016 general election precincts. TLC can also email PDF versions of maps to counties upon request.

District Viewer, an online interactive mapping application, allows a user to look at the 2016 general election precinct boundaries with street names and to overlay the current congressional and legislative district boundaries. The user can zoom in and customize a map of an area of interest and download a screenshot of what they see for printing and emailing.

The TLC **Redistricting Website** has information and news about the recent legislative redistricting efforts and a link to the FTP site, where precinct boundaries, election data, and district boundaries are available to download.

TLC staff will be taking orders for small maps of counties with 2016 General Election precincts. Map orders must be placed on Monday or Tuesday for pickup at the seminar the next day. TLC staff will also be collecting information on 2017 Election precinct boundary changes from the counties.

DAY ONE

Monday, July 31, 2017

BREAKOUT SESSIONS BEGIN AT 3:00 P.M. — THE MAIN BALLROOM WILL BE DIVIDED FOR HART AND ES&S USERS
THE WEDGWOOD ROOM WILL BE FOR DOMINION

7:00 a.m. – 8:00 a.m.

BREAKFAST WILL BE AVAILABLE IN THE BALLROOM FOYER

8:30 a.m. – 9:00 a.m.

Panel: Poll Worker Training and Recruitment

*Heather Hawthorne, Chambers County Clerk
Moderator: Tim Juro*

9:00 a.m. – 10:15 a.m.

Preparing for and Conducting Voting By Mail

Speakers: Caroline Geppert and Heidi Martinez

10:15 a.m. – 11:00 a.m.

Early Voting Ballot Board – Qualifying By Mail Ballots

Speaker: Melanie Best

11:00 a.m. – 11:30 a.m.

Federal Voting Assistance Program

*Guest Speaker: David Beirne and Nathan Bacchus, Federal Voting Assistance Program
Moderator: Keith Ingram*

11:30 a.m. – 12:45 p.m.

LUNCH ON YOUR OWN

12:45 p.m. – 1:30 p.m.

Duties of County Election Officer

Speaker: Heidi Martinez

1:30 p.m. – 2:30 p.m.

Duties of Election Judge

Speaker: Tim Juro

2:30 p.m. – 3:00 p.m.

BREAK

Light refreshments will be available. Exhibitors will be set-up all day. Please stop by and view their products.

3:00 p.m. – 5:00 p.m.

Breakout Voting Systems Workshops for Counties

- Preparing Your Ballot (Speakers: Keith Ingram or Christina Adkins)
- Programming Your Voting System (Speakers: ES&S or Hart)
- Testing Your Voting System (Speakers: ES&S or Hart)
- Procedures for Central Counting Station (Speakers: Keith Ingram or Christina Adkins)
- Canvassing Your Election (Speakers: Keith Ingram or Christina Adkins)
- Obtaining a New Voting System (Speakers: Keith Ingram or Christina Adkins)
- Q&A

DAY TWO

Tuesday, August 1, 2017

ALL SESSIONS WILL BE HELD IN THE MAIN BALLROOM, LOBBY LEVEL

7:30 a.m. – 8:30 a.m.	CONTINENTAL BREAKFAST WILL BE AVAILABLE IN THE BALLROOM FOYER
7:30 a.m. – 8:30 a.m.	OPTIONAL SESSION: ELECTIONS 101 <i>Speakers: Christina Adkins and Caroline Geppert</i>
8:15 a.m. – 8:45 a.m.	MEET & GREET WITH SECRETARY PABLOS <i>Ballroom Foyer</i>
8:45 a.m. – 9:00 a.m.	WELCOME & OPENING REMARKS THE HONORABLE ROLANDO B. PABLOS
9:00 a.m. – 9:30 a.m.	Notes and Legislative Update <i>Speaker: Keith Ingram</i>
9:30 a.m. – 10:00 a.m.	HB 658 – Voting at Residential Care Facilities <i>Speaker: Caroline Geppert</i>
10:00 a.m. – 10:45 a.m.	Role of the County: Conducting the Primary Election <i>Speaker: Tim Juro</i>
10:45 a.m. – 11:45 a.m.	Primary Funds <i>Speakers: Dan Glotzer and Amanda Grossman</i>
11:45 a.m. – 1:00 p.m.	LUNCHEON RIO GRANDE BALLROOM, PLAZA LEVEL <i>Exhibitors will be set-up all day. Please stop by and view their products.</i>
1:00 p.m. – 2:00 p.m.	Precincts and Polling Places <i>Speakers: Caroline Geppert and Andre Montgomery</i>
2:00 p.m. – 2:30 p.m.	Provisional Ballots <i>Speaker: Melanie Best</i>
2:30 p.m. – 3:00 p.m.	BREAK <i>Light refreshments will be available. Exhibitors will be set-up all day. Please stop by and view their products.</i>
3:00 p.m. – 3:45 p.m.	Panel: Contracting with Cities, Schools and Other Political Subdivisions <i>Speaker: Andre Montgomery</i> <i>Guest Speaker: Mina Cook, Hunt County Elections Administrator</i>
3:45 p.m. – 4:30 p.m.	Public Information/Open Records <i>Speaker: Andre Montgomery</i> <i>Guest Speaker: Sean Nottingham, Texas Attorney General's Office</i>
4:30 p.m. – 5:00 p.m.	Question and Answer Session

7:30 a.m. – 8:30 a.m.	CONTINENTAL BREAKFAST WILL BE AVAILABLE IN THE BALLROOM FOYER	
8:30 a.m. – 9:30 a.m.	Application Through Cancellation – Part 1	
9:30 a.m. – 10:00 a.m.	Challenges	<i>Speaker: Betsy Schonhoff</i>
10:00 a.m. – 11:15 a.m.	Application Through Cancellation – Part 2	<i>Speaker: Christina Adkins</i>
11:15 a.m. – 11:45 a.m.	Things To Do and When	<i>Speaker: Betsy Schonhoff</i>
11:45 a.m. – 1:00 p.m.	LUNCH ON YOUR OWN	<i>Speakers: Emily Jones and Brenda Hester</i>
1:00 p.m. – 2:00 p.m.	HB4034: Duplicate Batch Process	
2:00 p.m. – 2:30 p.m.	Establishing Districts for a New Entity Election	<i>Speaker: Betsy Schonhoff</i>
2:30 p.m. – 3:00 p.m.	BREAK <i>Light refreshments will be available. Exhibitors will be set-up all day. Please stop by and view their products.</i>	<i>Speakers: Gloria Martinez and Caroline Geppert</i>
3:00 p.m. – 3:30 p.m.	Understanding the Mass Mail Out	
3:30 p.m. – 4:00 p.m.	Chapter 19 Funding & Postage Reimbursement	<i>Speaker: Beva Kellison</i>
4:00 p.m. – 5:00 p.m.	County Peer Round Table Discussion Questions and Answers	<i>Speaker: Amanda Grossman</i>
		<i>Moderators: Voter Registration Staff</i>

**Exhibitors will be set-up all day during conference hours.
Please stop by and view their products.**

Exhibitor Information

<p>A. RIFKIN CO. 16326 Range Rider San Antonio, TX 78247 P: 210.495.0881 gvaughn@arifkin.com</p>	<p>A. Rifkin Co. offers custom-made fabric security bags with keyed locks or Keyless Security, including bags with dual locks for ballot collection as well as Rolling Supply bags. Also tamper-evident seals and labels, signs, voter recognition stickers.</p>
<p>ACCESS IMAGING SOLUTIONS 4224 Centergate St. San Antonio, TX 78217 P: 210.590.8338 accounting@accessimagingolutions.com</p>	<p>Access imaging Solutions is a full service Document/Data conversion services provider. AIS has been providing affordable document management solutions to counties in Texas for over a decade using our approved On-Premise and Cloud hosted solutions.</p>
<p>ADROIT TEKNOLOGIES 1212 Corporate Dr., Suite 370 Irving, TX 75038 P: 214.293.8300 cnguyen@adroittek.com</p>	<p>Adroit's Move Edge Approved by Texas Secretary State Office provides affordable method to delivery ballot via Email/Electronic with Off-line Ballot Marking. Move Edge Intelligent selection Bar-Coding will eliminated Ballot Transcription.</p>
<p>AMG PRINTING & MAILING 10203 Kotzebue St., #110 San Antonio, TX 78217 P: 210.832.8850 aaron@amgprinting.com</p>	<p>AMG Printing is a voter registration printing & mailing company.</p>
<p>CAPITAL GRAPHICS INC. P.O. Box 149 Hutto, TX 78634 P: 800.769.2030 chriswidmer@yahoo.com</p>	<p>Proudly providing Texas counties with stock & custom printed BBM & FPCA envelope sets, precinct 'pizza box' kits, ballots and misc. Election supplies.</p>

<p>DISABILITY RIGHTS TEXAS 2222 West Braker Lane Austin, TX 78758 P: 512.454.4816 mbroadway@drtx.org</p>	<p>The Disability Rights Texas voting rights team is responsible for a wide variety of activities such as training people with disabilities on voting rights, surveying polling places, working with election officials, and responding to legislative inquiries.</p>
<p>DM BOUTIQUE 5510 Woodview Ave. Austin, TX 78756 P: 512.297.8883 dmullins9@hotmail.com</p>	<p>Mullins & Co. was created by Diana Mullins from a lifelong love for fashion at affordable prices. For 28 years she has been offering the latest trends in handbags, fashion and sterling jewelry, women's clothing, ponchos and accessories at prices that have kept her customers excited and buying and wanting more.</p>
<p>DOMINION VOTING SYSTEMS, INC. 4751 CR 473 Elgin, TX 78621 P: 512.686.6312 john.denton@dominionvoting.com</p>	<p>Dominion Voting makes specialized hardware and software used by some 1,200 jurisdictions in 33 states. The EAC certified Democracy Suite, and includes DRE devices, optical ballot scanners and election management software.</p>
<p>EASYVOTE SOLUTIONS 300 Parkbrooke Place, Suite 100 Woodstock, GA 30189 P: 512.378.3834 jbarnett@easyvotesolutions.com</p>	<p>EasyVote Solutions is driven to help solve the efficiency problems that Texas election offices face in preparing for and administering elections. EasyVote's cloud based technology offers easy to use software that provides solutions for critical areas of the election process including, asset management, equipment deployment, poll worker management, election preparation management, and campaign finance reporting. EasyVote's technology reduces the time it takes to perform these election tasks and provides the data needed to make the most intelligent decisions. EasyVote Solutions is proud to work with and support election offices in the Lone Star State and across the Nation.</p>
<p>ELECTION SYSTEMS & SOFTWARE 11208 John Galt Blvd. Omaha, NE 68137 P: 877.377.8683 conferences@essvote.com</p>	<p>Election Systems & Software's visionary approach to election equipment, software and solutions has helped improve the voting experience throughout North America for nearly 40 years.</p>
<p>ELECTIONSOURCE 4615 Danvers Dr. Grand Rapids, MI 49512 P: 616.464.2283 jmcintosh@electionsource.com</p>	<p>Your Election Supply and Voting Equipment Source. Election Source is a full service election company with an experienced election staff that allows us the ability to provide our customers with the best election supplies and services in the industry. We have experience in all aspects of optical scan and paper ballot voting which gives us the unique technical background to customize products specifically to meet the needs of our customers.</p>

<p>ELECTION WORKS, INC. 0S096 Catlin Square Geneva, IL 60134 P: 630.232.4030 shed@electionworks.com</p>	<p>Election Works is a full service Election Management Company. We offer a complete line of election products and accessories including mobile Election Supply Carriers, Early Voting Workstations, Poll Book Workstations, and Voting Booths.</p>
<p>EVERYONE COUNTS 4225 Executive Sq., Suite 800 La Jolla, CA 92037 P: 858.427.4673 stefanie.histed@everyonecounts.com</p>	<p>Everyone Counts provides elegantly simple software and exceptional services to upgrade the election process. The eLect brand offers unrivaled web-based voting products including Voter Registration, Online Voting, and Remote Accessible Voting (RAV).</p>
<p>HART INTERCIVIC 15500 Wells Port Drive Austin, TX 78728 P: 512.252.6439 khoffman@hartic.com</p>	<p>Hart InterCivic is a full service election solutions innovator, partnering with state and local governments to deliver secure, accurate and reliable elections.</p>
<p>INCLUSION SOLUTIONS 2000 W. Greenleaf St., Suite 3 Evanston, IL 60202 P: 847.869.2500 hbundy@inclusionsolutions.com</p>	<p>Inclusion Solutions provides universally designed solutions for elections, including the nationally-acclaimed Franklin 4-station voting booth & the new MXB Booth-which works with paper ballots, next generation voting system & COTs systems.</p>
<p>KNOWiNK 2111 Olive St. St. Louis, MO 63113 P: 855.7655723 londa@knowink.com</p>	<p>KNOWiNK's premiere e-poll book solution Poll Pad, empowers election officials and improves election processes. KNOWiNK was founded by former election officials and is continually developing innovative solutions that improve the voting experience.</p>
<p>ROBIS ELECTIONS INC. 1751 S. Naperville Road, Suite 104 Wheaton, IL 60189 P: 630.752.0220 ssturm@robis.net</p>	<p>Robis Elections, Inc. delivers advanced election technology solutions. Our simple-to-use AskED® product suite includes electronic poll books, election asset tracking, call center management & smartphone election worker reporting apps.</p>

<p>RUNBECK ELECTION SERVICES, INC. 2404 W. 14th St. #110 Tempe, AZ 85281 P: 602.230.0510 dluney@runbeck.net</p>	<p>Runbeck Election Services, Inc. has over 40 years of experience as the country's leading Election Company specializing in: Ballot Printing on Demand; Ballot On-Screen Duplication; Vote-By-Mail Printing, Inserting & Mail Processing; Petition Management; Postal Voting Consulting, and Ballot & Ancillary Printing.</p>
<p>SAFEGUARD 5855 Coca Cola Blvd. Columbus, GA 31909 P: 706.327.9550 rick@safeguardservice.com</p>	<p>Business forms and printing, election documents, voter registration documents, election mailing services, promotional items and decorated apparel.</p>
<p>SCOTT MERRIMAN, INC. 11212 Goodnight Ln. #200 Dallas, TX 75229 P: 800.648.7022 scott-merriman@sbcglobal.net</p>	<p>Scott-Merriman, Inc provides folders and many other products to keep County and Law Offices running efficiently at competitive prices. We pride ourselves by building Business relationships through personal service. We also do Book Restoration and Scanning.</p>
<p>TENEX SOFTWARE SOLUTIONS, INC. 5402 W. Laurel St., Suite 206 Tampa, FL 33607 P: 813.294.1180 mark.rizzo@tenexsolutions.com</p>	<p>Tenex Software Solutions' Precinct Central ePollbook is the most flexible and comprehensive electronic poll book solution available today, and was specifically designed to handle the complex needs for all election jurisdictions.</p>
<p>TEXAS COUNTY & DISTRICT RETIREMENT SYSTEM P.O. Box 2034 Austin, TX 78768 P: 512.637.3340 Lisai@tcdrs.org</p>	<p>TCDRS serves 252 Texas counties and 425 diverse districts. We help our employers hire and retain staff by providing competitive retirement benefits at affordable rates.</p>
<p>TEXAS LEGISLATIVE COUNCIL P.O. Box 12128 Austin, TX 78711 P: 512.463.1143 charles.mccarty@tlc.texas.gov</p>	<p>The Texas Legislative Council is a nonpartisan legislative agency that provides bill drafting, computing, research, publishing, and document distribution services to the Texas Legislature and the other legislative agencies.</p>

<p>TUTTO LUGGAGE/MASCOT METROPOLITAN, INC. 380 Swift Ave., #18 South San Francisco, CA 94080 P: 650.873.7717 tradeshow@tutto.com</p>	<p>Tutto Election Bag specializes BAGS & TROLLEYS and give you award winning (winner of Tylenol/Arthritis Foundation Design Award) product at guaranteed factory direct price. We can also turn around custom bags in a week! Contact michael@tutto.com</p>
<p>VISTA SOLUTIONS GROUP, LP 6500 River Place Blvd., Bldg. 2, Suite 100 Austin, TX 78730 P: 512.986.7650 kwilliams@vistasg.com</p>	<p>Vista Solutions Group is a full-service software solutions provider helping government officials meet important fiduciary duties to citizens, preserving history as well as maximizing efficiencies.</p>
<p>VOTEC CORPORATION 10920 Via Frontera, Suite 110 San Diego, CA 92127 P: 800.348.6832 rpropp@votec.net</p>	<p>VOTEC has been serving Texas voters since 1981.</p> <p>Our WelcomeVoter™ Kiosk uniquely supports HAVA's requirement for a "uniform voting experience" and section 508 mandates for "accessibility without undue burden".</p> <p>Together we can support all your voters.</p>

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