



Report and Recommendations

Connecticut Registrar Training and Certification Committee
April 2015

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Carole Young-Kleinfeld, Wilton Registrar of Voters – Vice-Chair
John Visi, Darien Registrar of Voters
Carol Hurley, Wethersfield Registrar of Voters
Lewis Button, Office of the Secretary of the State
Kevin Ahern, State Elections Enforcement Commission

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Dedication

This presentation is dedicated to the memory of Judith A. Beaudreau, whose tireless efforts on behalf of the professional betterment of registrars of voters in Connecticut elections helped inspire and guide this committee.

Introduction & Summary

Introduction

Pursuant to the requirements of Connecticut General Statutes § 9-192a, the Connecticut Registrar Training and Certification Committee (“CRTCC” or “the Committee”) is pleased to present the following proposal to set the criteria for the training, examination and certification requirements of registrars, deputies and permanent assistants in the State of Connecticut. We believe that this proposal represents the best efforts of the Committee and we look forward to working with the Office of the Secretary of the State in implementing a comprehensive, rigorous, model resource for the training and accreditation of Connecticut’s registrars.

Anne-Marie Mastroianni, Chair

On Behalf of the Connecticut Registrar Training and Certification Committee

Presented to the Secretary of the State on the 20th Day of April 2015 in Hartford, Connecticut.

Law

Sec. 9-192a. Committee to establish programs and procedures for training, examining and certifying registrars, deputies and assistants. Training program for poll workers.

(a) There is created a committee for the purpose of establishing programs and procedures for training, examining and certifying registrars of voters, deputy registrars of voters and permanent assistants, as described in section 9-192. The committee shall consist of six members, one of whom shall be from the office of the Secretary of the State, one of whom shall be from the State Elections Enforcement Commission, and four of whom shall be registrars of voters. The Secretary of the State shall appoint the registrars of voters, in consultation with the Registrars of Voters Association of Connecticut, or its successor organization. The committee members shall serve without pay. The Secretary of the State shall determine the length of the terms of the initial members, in accordance with the following: Two of such members shall serve for a one-year term; two of such members shall serve for a two-year term; and two of such members shall serve for a four-year term. Thereafter, all members shall serve for four-year terms. The committee shall select a chairperson, who shall be one of the registrars who is a member of the committee.

(b) The committee shall adopt criteria for the training, examination and certification requirements of registrars, deputies and permanent assistants. In the adoption of such criteria, the committee (1) shall consider whether the prescribed training leading to certification may, in part, be satisfied through participation in the required two conferences a year called by the Secretary of the State, pursuant to section 9-6, for purposes of discussing the election laws, procedures or matters related to election laws and procedures, and (2) may recommend programs at one or more institutions of higher education that satisfy such criteria. Any registrar of voters, deputy or permanent assistant may participate in the course of training prescribed by the committee and, upon completing such training and successfully completing any examination or examinations prescribed by the committee, shall be recommended by the committee to the Secretary of the State as a candidate for certification as a certified Connecticut registrar of voters. The Secretary of the State shall certify any such qualified, recommended candidate as a certified Connecticut registrar of voters. The Secretary of the State may rescind any such certificate only upon a finding, by a majority of the committee, of sufficient cause as defined by the criteria adopted pursuant to this subsection. No provision of this subsection shall require any registrar of voters, deputy or permanent assistant to be a certified registrar of voters.

(c) The committee shall also (1) develop a training program in election procedures for poll workers, and (2) develop an election law and procedures training program and guide for registrars, deputy registrars and assistant registrars. The training program developed under subdivision (2) of this section shall provide for training to be conducted by trained registrars or former registrars hired for such purpose by the Secretary of the State. The committee shall submit such training programs and training guide to the Secretary of the State, who shall approve or modify the programs and guide.

Members

Anne-Marie Mastroianni, Bethlehem Registrar of Voters – Chair

Anne-Marie is a Connecticut born and educated resident of the state of Connecticut. She graduated from Prospect Connecticut public education, Waterbury Connecticut Parochial High School and Waterbury Connecticut Community College. She has lived in Bethlehem for the past thirty-eight years with her husband and raised her three children in the community of Bethlehem Connecticut. She began officiating at elections as a checker in Bethlehem, CT in 1995. She was made an assistant registrar in December of 1995 and sent to training for the new CVRS at 30 Trinity Street in the same year. She became a certified moderator of elections in 1996 and was the Moderator for the 1996 Presidential Election. She began taking the Registrar of Voters

Certification course in the spring of 1997 at Briarwood College in Southington CT. She became Deputy Registrar of the Town of Bethlehem in January 1998. She graduated from the Registrars of Voters Professional Development Certification Program in June of 1999 where Miles Rappaport was the guest speaker. She is at present a fifteen year veteran elections official in the town of Bethlehem and the Litchfield county chairperson of the Registrar of Voters Association.

Carole Young-Kleinfeld, Wilton Registrar of Voters – Vice-Chair

Carole Young-Kleinfeld is the current Democratic Registrar of Voters for the Town of Wilton, elected in 2008. She is certified by the CT Secretary of the State as a trainer of elections moderators and has represented Fairfield County on the Legislative Committee of the Registrars of Voters Association of Connecticut. Carole is a former member of the board of directors of the League of Women Voters of CT and served as the LWVCT's representative to the Secretary of the State's 2010 Elections Performance Task Force which set priorities for future state elections initiatives. A graduate of Wellesley College and the UConn School of Social Work, Carole has previously been a free-lance writer and a program administrator in maternal and child health for both the Connecticut and New Hampshire state health departments.

John Visi, Darien Registrar of Voters

John Visi, a Viet Nam veteran with the United States Navy, holds a Master of Arts in Organizational Management. John was elected as the Republican Registrar of Voters of Darien in 2012. Prior to his service as a registrar, he had a 35 year career with Bell Systems and AT&T holding positions in Outside Plant, Facilities Engineering, and Customer Training (CE&A), Project Management, Bell Labs Interface, Tariff 12 Marketing support, and Security and Claims. John retired as AT&T Director of Security and Claims. John participated in the implementation of the National One Call System through the Common Ground Alliance (CGA) industry organization. Employed by Claims Management Resources (CMR) and provided nationwide training programs on damage prevention and reporting for Verizon, Windstream, and Above Net communications companies. Established Visi Claims Support Services.

Carol Hurley, Wethersfield Registrar of Voters

Carol Garvey-Hurley was born in Hartford and has lived in Wethersfield for the last 47 years. She received an associate's degree from MCC and went on to attend UConn. Carol began working in the Registrar's office in September 2009. In October 2010 she became Deputy Registrar. On January 1, 2012 she took over for the Republican Registrar. She served on the Moderator's Handbook committee and will soon be certified by the CT Secretary of the State as a trainer of Moderators (one remaining class). Prior to working at the Elections office she was busy raising her four children ages 25, 18, 16 and 14 and was involved in many volunteer activities in town and received the Wethersfield School Parents Award and the Superintendent's Award for her service over the years. Prior to having children Carol worked at the Travelers in the Annuity Division and also worked for a subsidiary of Travelers called the Travelers Plan Administrators.

Lewis Button, Office of the Secretary of the State

Lewis A. Button III is an attorney for the Office of the Secretary of the State. Originally hired as Legislative Liaison and Director of Legislative Programming, Attorney Button has served in the Legislation and Election Administration Division since 2005. A graduate of the University of Connecticut and the University of Connecticut School of Law, Attorney Button began his practice as a trial attorney with law firms in Stonington and New London, focusing primarily in the areas personal injury and civil litigation. Prior to becoming an attorney, he was employed at various times as a teacher, personal trainer and football coach. A lover of all things Shakespeare, he has been spotted in various theaters over the years playing a wide variety of parts.

Kevin Ahern, State Elections Enforcement Commission

Kevin M. Ahern is an attorney in the Law Enforcement Unit of the Connecticut Elections Enforcement Commission. Now in his 8th year conducting investigations and prosecutions for the Commission, he practices in the area of civil law enforcement of Title 9 of the Connecticut General Statutes and the federal Help America Vote Act of 2002. Kevin's cases at the Commission have covered the spectrum of the campaign finance and elections administration laws, with an emphasis on issues concerning voters and the conduct of elections professionals. Additionally, Kevin runs the Election Day Hotline for the State of Connecticut, serves as the Commission's liaison to the Secretary of the State and is in his second year as the Commission's appointee to the Connecticut Registrar of Voters Training & Certification Committee. Prior to joining the Commission, Kevin practiced civil and criminal litigation at the law firm of O'Connell, Flaherty, and Attmore, LLC. A graduate of UConn School of Law and Fairfield University, Kevin's volunteer activities include serving as Chair of the West Hartford Plan & Zoning Commission and Inland Wetlands & Watercourse Agency.

Meeting Dates

The current committee held its organizational meeting on December 2013 to elect officers and set out a schedule of regular monthly meetings for exploration and development of the programs mandated under the statute. The committee met on the following dates: 1/16/14, 3/20/14, 4/15/14, 5/15/14, 6/19/14, 7/17/14, 8/21/14, 9/18/14, 10/10/14, 10/16/14, 11/11/14, 11/20/14, 12/4/14 (teleconference), 12/18/14, 1/8/15, 1/15/15 (teleconference), 1/29/15, 2/25/15, 3/19/15, 3/26/15 and 4/8/15.

Committee Process

Existing Certification Programs

After reviewing its statutory mandates in the organization meeting, the Committee began exploring other analogous certification programs both in and out of state. The Committee submitted input from programs in other states and public entities, such as Iowa's State Election Administrator Training (SEAT), as well as national training and certification programs, such as The Election Center's Professional Education Program.

The Committee also entertained a presentation from Kate Wall and Lisa Valenti of the Connecticut Town Clerks Association, who reviewed their training and certification program.

Development of Certification Criteria

After the process of exploring other programs was complete, the Committee began developing the criteria for Connecticut's certification proposal. Members presented proposals and each was considered over a series of meetings. Key issues discussed included whether the program would include multiple tiers of certification, examination requirements, experience requirements, as well as re-training and/or re-certification requirements.

Development of a Training Program

After developing an outline for certification criteria, the committee began development of the training program that would lead to certification. Members presented proposals, reviewed program development materials from the previous committee, as well as solicited input from outside the committee. Key issues discussed included content development, trainer selection, venues, examination development, cost, and vendor options.

Certification Program

Description of the Program

For the initial launch of the Certification Program, the Committee recommends a single-tier certification program focusing on the fundamental responsibilities of registrars in the State of Connecticut. The Committee has considered future additions to the program, including but not limited to advanced levels of certification, described in more detail below.

Criteria for Tier 1 Certification

Initial Certification

In order to achieve the rank of a Tier I Certified Registrar of Voters, the committee proposes the following criteria:

1. Four (4) years' experience as a Registrar of Voters and/or Deputy Registrar; *
2. Current Certification as an Elections Moderator;
3. Class Requirement—Successful completion of 8 UConn Tier 1 Registrar Certification classroom courses and a passing score of 80% in each;
4. Conference Attendance— Attendance at six (6) or more conferences called by the Secretary of the State in the four (4) consecutive years serving as Registrar or Deputy Registrar; and
5. Examination: When eligibility requirements are met, candidates shall pass an examination with a score of at least 90%. If a grade of 90% is not achieved, the test may be re-administered and repeated up to 4 more times. If a grade of 90% is still not achieved after 5 times, all Basic Tier 1 Certification courses shall be repeated before the exam is re-administered.

** Eligibility for certification of permanent assistant registrars will be determined by the Certification Committee on an individual basis.*

Certification Maintenance

Tier I Certification status shall be maintained by completing at least 10 hours of training annually, as indicated in General Statutes § 9-192b and by maintaining Certified Elections Moderator status. The classroom requirement may be satisfied by attending educational sessions presented by Office Secretary of the State's staff and other state agency staff at two (2) conferences per year or at one (1) conference plus attendance at additional classes pre-approved by Certification Committee.

Rescission Reviews

Certifications may be rescinded—for cause—by the Certification Committee in consultation with the Secretary of the States Office, LEAD Division, and the State Elections Enforcement Commission. Prohibited acts for the purpose of rescission are: 1) Knowingly engaging in fraud or material deception in order to obtain certification; 2) Conviction in criminal proceedings for actions taken in direct connection with the office or duties of registrar of voters.

Concept for Future Certification Options

Based upon the successful implementation of the Tier 1 Registrar Certification Program and the continuing interest of Connecticut's registrars of voters, the Committee will assess the feasibility of an advanced, or Tier 2 certification. The Committee expects that the following eligibility requirements would be considered for an advanced certification:

- 1) Current status as Tier 1 Certified Registrar;
- 2) Current Certification as an Elections Moderator;
- 3) Attendance at conferences called by the Secretary of the State's Office and completion of the 10 hours of continuing education per year, as required by state statute;
- 4) Completion of twenty (20) additional classroom hours of continuing education and committee-approved courses at universities, colleges, or other approved organizations;
- 5) Examination: None

All courses submitted for advanced registrar certification credit will either appear on the Certification Committee's pre-approved list or be described in writing to the Committee for consideration for credit before attendance at the class.

Record-Keeping and Review

UConn, in cooperation with the Secretary of the State and the Committee, will be the main repository for all records pertaining to all individual qualifications and certifications, including but not limited to applications, awards, course listings, tracking of credits, listings of certified elections moderators, and status changes.

Educational Program

Process of Choosing UConn as an Educational Partner

The Committee identified the need for a program that covered the fundamental election requirements for all registrars and their deputies/assistants and decided that the outline of course material developed by a previous committee would serve as a basis for the program of instruction. After refining and redeveloping the course outline, the Committee decided to seek out an educational partner to facilitate the training process. The Committee reviewed existing programs in Washington State, Iowa, and the Election Center and researched related courses at Connecticut colleges and universities. Ultimately, the Committee selected The University of Connecticut School of Business's Connecticut Information Technology Institute ("UConn CITI") to partner in implementing the training program. Jumping off the Committee's outline of course material, UConn CITI developed a multi-part syllabus and courses that satisfied the content requirements. Two UConn CITI representatives made multiple presentations to the Committee members and SOTS staff members describing the advantages to the collaboration—including but not limited to statewide training facilities, low-cost for development and implementation, availability of teleconferencing capabilities, and on-going support of professional educators.

Additionally, UConn CITI agreed to provide ongoing administrative services and continuity to the Committee, the Secretary of the State's Office, and the state's registrars, including registration services, tuition management, and maintenance of a database of student progress. The Committee will have access to this database for student certification management.

Development of the Educational Program

The Registrar Training Program will consist of eight sections. Each section addresses a specific function of the registrar's job. After each section was drafted, edited, and approved by the Committee, it was given to the UConn CITI, who assigned an instructor with the appropriate educational and legal background to develop a syllabus incorporating the eight units of training. The Committee has reviewed and approved the Section 1 course material. Should the Secretary approve this Certification and Training Program, UConn CITI will quickly develop the course material for the remaining seven sections, to be reviewed and approved by the Committee per the process that it followed for Section 1.

Going forward, the Committee will periodically review all course section content and make the necessary recommendation to UCONN for course content up-dates.

Biographies of the UConn CITI Personnel

Deborah M. Gunzelman

Director for Non-Credit Programs

Debbie Gunzelman is the Director for Non-Credit Programs at UConn's School of Business' Connecticut Information Technology Institute. She works directly with national accrediting agencies to bring certification, re-certification and credential program offerings to the corporate and institutional communities throughout the state of Connecticut. For the past ten years, Debbie has actively collaborated with the corporate and institutional community to insure CITI offers the most appropriate professional development in IT training, courses, services, seminars and events. Prior to CITI, Debbie was the VP of Business Development for New Hermes International, Inc. She's a graduate of Syracuse University.

Dr. Karen Fassuliotis, Esq.

Professor

Karen Fassuliotis received a bachelor's of art from New York University and earned a Master of Science and doctorate in toxicology and pharmacology from St. John's University in Jamaica, New York. While working full time, she obtained a juris doctorate, cum laude, from Pace University School of Law evening program. She served as President of the law school's Student Body and was an editor on the Pace Environmental Law Review. Prior to receiving her law degree Karen worked as Executive Director of Regulatory Affairs for various companies, including Estee Lauder, Ciba-Geigy, Lonza, Novartis and Warner-Lambert. In that capacity she oversaw both domestic and international regulatory affairs, as well as occupational health and safety and environmental compliance. Currently a solo practitioner working primarily in the area of wills, trusts and estates, probate contests and real estate, she also worked for Gould & Wilkie in New York City. Karen has served as a judge at Pace Law School's environmental moot court competition and was an adjunct professor at Long Island University School of Pharmacy in Brooklyn, New York and Mercy College in Dobbs Ferry, New York. Karen also has worked as an election official in multiple elections in the City of Stamford.

Section Outlines

Overview

- Section 1.** Elections Administration, Election Laws, and Regulations—3 hours
- Section 2.** Voter Registration, Maintaining Accurate Voter Lists & Service to Voters –4 Hours
- Section 3.** Registrars’ Office Management—2 Hours
- Section 4.** Preparing for Elections, Primaries, Referenda, and EDR—4 Hours
- Section 5.** Conducting Elections, Primaries, Referenda, and EDR—3 Hours
- Section 6.** Absentee Voting & Supervised Absentee Voting –4 Hours
- Section 7.** Post-Election Audits and Recanvasses—4 Hours
- Section 8.** Petitions—2 Hours

Section 1 – Elections Administration, Election Laws, and Regulations (3 Hours)

- A. Overview of Agencies (Federal, State, Municipal) Responsible for Elections Administration
 - 1. FEC, EAC, DOJ.
 - 2. SOTS, SEEC, OPAPD, FOIC.
 - 3. Municipal Election Officials—Registrar of Voters, Municipal Clerks.

- B. Review of Relevant Federal Election Legislation
 - 1. Voting Rights Act of 1965(Amended to 1992)
 - 2. National Voter Registration Act of 1993
 - 3. American with Disabilities Act of 1990
 - 4. UOCAVA
 - 5. Help America Vote Act of 2002
 - 6. Move Act of 2009

- C. Overview of CT General Statutes--Title 9, Title 7, and Agency Regulations
 - 1. CGA Website Features
 - 2. Basic Search techniques

- D. Review of Major Relevant Court Cases
 - 1. Shelby County v. Holder
 - 2. Tashjian v. Republican Party of Connecticut
 - 3. Munster v. Gejdenson

- E. Political Parties—Overview of Role in CT Election Process
 - 1. Major, Minor, Local Parties
 - 2. State Central Committees, Town Committees
 - 3. Party By-Laws and local Party Rules
 - 4. Selecting/Endorsing Candidates
 - 5. Conventions, Caucuses, Meetings
 - 6. CT Primaries—Parties have discretion over eligibility to vote

- F. Examples of Common Municipal Forms of Government in CT

- G. Overview of Home Rule in Connecticut—Charters, Special Acts, Ordinances

Section 2 – Voter Registration, Maintaining Accurate Voter Lists & Service to Voters (4 Hours)

- A. Overview—Roles of Registrars, Municipal Clerks, Board for Admission of Electors, Voter Registration Agencies (§ 9-19h), Voting Rights Groups
 - 1. Admitting Officials Defined—§ 9-17
 - 2. Election of Registrars—number, terms.

- B. Who May be Admitted as Electors in CT--§ 9-12
 - 1. Statutory Requirements
 - 2. Bona Fide Residence
 - 3. Other Criteria for Acceptance
 - 4. Exceptions and Special Circumstances—17-year-olds, ex-felons (exception for Title 9 violation), Homeless, etc.

- C. Types of Registration Applications
 - 1. State of CT Forms—mailed in/in person/online/NVRA Agencies
 - 2. Federal Forms—FPCA, and ED-20 (§ Sec 9-26)

- D. Processing Applications—(§ 9-20)
 - 1. Basic Use of CVRS & OLVR (§ 9-19k)
 - 2. Identification Requirements for Registration
 - 3. Transfer from Former Voting Municipality
 - 4. Confirmation to New Voters and Cancellation Letters to Previous Voting Jurisdiction—Use of Prescribed Mailing Methods, Requirements for Timely Processing.
 - 5. Special Circumstances—Military Service, Overseas, Homeless, Protected Classes of Employment, Address Suppressed, Safe at Home Program, Persons with Physical Disabilities, Name Changes.
 - 6. Understanding Voter Status—Active, Inactive, Off, Purged, Permanent Absentee
 - 7. Public Records (FOI) vs. Privacy of Voter Information
 - 8. Inter-State & Inter-town Collaboration

- E. Problem Avoidance & Resolution
 - 1. Handling Incomplete Applications & Researching Voter Information
 - 2. Voter Registration Deadlines
 - 3. Duplicate Registrations
 - 4. Felony Conviction and Incarceration
 - 5. Consultation with SOTS & State Elections Enforcement Commission (SEEC)

- F. Official Voter Lists, Record-Keeping & Retention
 - 1. Understanding the CVRS Menus
 - 2. Generating Voter Lists & Party Enrollment Lists—Deadlines, Public Availability
 - 3. List Preparation in Emergency Situations
 - 4. Confirming Eligibility of Permanent Absentee Voters--Annually
 - 5. Storing Original Voter Registration Applications & Other Public Documents
 - 6. Record Retention Schedules

- G. Mandated and Optional Voter Registration Sessions
 - 1. State-Mandated (§ 9-17) & Notice Requirements

2. High School (§ 9-17c)
3. Upon Request (§ 9-19c)
4. Partnerships with Voting Advocacy Groups
5. Spanish Language Requirements

H. Keeping Lists Current

1. Weekly DMV Notices (§ 9-19i)
2. Friendly Letters to Voters—Property Transfers
3. Tax Collectors' Records
4. Annual Letters to Permanent Absentee Voters
5. Obituaries/Social Security Death Index/Town Clerk Death Registry

I. Annual Canvass—Purpose, Procedures, and Forms

1. Types of Canvas—Procedures, Forms, Deadlines
 - a. Mail
 - b. National Change of Address (NCOA) through approved vendors
 - c. Door-to-Door
 - d. Telephone
2. Generating CVRs
3. Processing Returns (and non-returns) in CVRS—See Handbook
4. Scenarios and Issues
 - a. Spanish Requirement/Alternate Languages
 - b. Overview of Canvass in National Voters Registration Act of 1993 (NVRA)
 - c. Post-Canvass Reporting Requirements

Section 3 –Registrars’ Office Management (2 Hours)

- A. Election Resources
 - 1. CVRS
 - 2. SOTS Web Site www.ct.gov/sots
 - 3. State Elections Enforcement Web Site www.ct.gov/seec
 - 4. Registrar of Voters Association of Connecticut (ROVAC) Committees www.rovac.org
 - 5. Navigating CGA Website— www.cga.ct.gov
 - 6. Report of the Presidential Commission on Election Administration—
www.supportthevoter.gov

- B. Ethics—non-partisanship and teamwork

- C. Personnel Issues
 - 1. Role of Deputy and Assistant Registrars
 - a. Delegation of duties at polls & in registrar’s absence
 - b. Registrar on ballot
 - c. Incompatible offices on ballot

 - 2. Hiring Practices—Poll workers
 - a. Establishing Poll workers’ pay
 - b. Non- Discrimination and Outreach—ADA of 1990
 - c. Sexual Harassment

- D. Public Relations, Outreach, and Communications
 - 1. Effective Written Communications
 - 2. Networking with Community Organizations, Media, Schools
 - 3. Community & Special Projects

- E. Budgeting and Representing Office at Municipal Budget Meetings
 - 1. Preparation and Presentation of Budget
 - 2. Planning for Future Needs

- F. Record Retention
 - 1. Statutes
 - 2. Consultation with CT State Library Public Records Administrator

- G. Other Duties
 - 1. Redistricting Responsibilities
 - 2. Polling Place Selection

Section 4 – Preparing for Elections, Primaries, Referenda, and EDR (4 Hours)

A. Be Prepared

1. Review SOTS Elections Calendar
2. Confirm maintenance of all voting equipment.
3. Track Dates for Public Notices and Reports to SOTS
4. Mandated Registration Sessions
5. Certifications to SOTS—polling places, moderators, EDR locations, ballot orders
6. Supervised Absentee Completion
7. Ordering Ballots & Preparing Voting Equipment (Optical Scanner & IVS)
8. Working with your Town Clerk—Overseas voters, Permanent Absentee Voting & Supervised Absentee, Custody and Receipt of Absentee Ballots,

B. Recruiting & Training of Election Workers

1. Required Class Sessions & Online Training
2. Determining Shifts & Assignments
 - a. Avoiding conflicts of interest/statutory prohibitions in poll worker assignments
3. Certification of Moderators
4. Swearing In all Workers
5. Completing Required Paperwork & Preparing payroll

C. Selecting Voting Locations

1. Secure polling places, EDR locations, & central absentee counting locations in accordance with state and federal laws
 - a. ADA compliance
 - b. Request for Waiver from ADA of 1990 Requirements
 - c. In District vs. Adjacent/Out of District
 - d. Parking, Security, Signage
 - e. Access to CVRS for EDR
2. Emergency Contingency Plans
3. Plan for Polling Place Lay-out

D. Preparing Ballot and Voting Equipment

1. Ballot Preparation—Absentee vs Regular Polling Place Ballot
 - a. Ballot Lay-out, Proofing & Order Certification
 - b. EDR Ballots
2. Voting Machine Preparation
 - a. Setup & Notification of Testing to Party/Candidates
 - b. Test Deck & Pre-Election Testing
 - c. Sealing and Documentation to Secretary of the State (SOTS) & Municipal Clerk
 - d. Cards to UConn
 - e. Chain of Custody
 - a. Keys & Security
 - b. Transporting Equipment

E. General Elections

1. Presidential
 - a. Nominations/Endorsement
 - b. Write-ins
 - c. Role of Electoral College
2. Municipal
 - a. Multiple Opening Offices & Lottery (§ Sec 9-249a)

- b. At Large vs District Candidates
 - c. Incompatible Offices (§ 9-210)
 - d. Write-ins
 - e. Minority Representation
 - 3. Vacancy Elections (§§ 9-211 to 9-218) (§§ 9-219 to 9-224b)
 - a. Municipal/Federal/State/Constitutional Offices
 - b. Multi-Town vs Single Town District
 - c. Endorsements
 - d. Write-ins
 - e. Appointments

- F. Primaries (refer to party rules § 9-387)
 - 1. Type of Primary
 - a. Presidential Preference
 - b. Federal/State
 - c. Municipal Officials
 - d. Town Committee—Caucus and Conventions (§ 9-250)
 - 2. Eligibility to Vote
 - a. Party membership and acquisition of party privileges
 - b. Cut-off deadlines—different from elections
 - 3. Candidate Selection Process
 - a. Select Candidates or Delegates
 - b. Fill Vacancies
 - 4. Ballot Lay-out and Position
 - 5. Polling place selections, plans for staffing
 - 6. Requirements for candidate notifications, staffing representation

- G. Referenda
 - 1. Town Charter—schedules, voting equipment, eligibility, additional requirements
 - 2. Title 7 applicable

- H. Final Preparations
 - 1. Assess Specific Needs for Polling Locations
 - a. Police, Lights, Ramps, etc.
 - b. Two primaries at same location?
 - 2. Run official voter lists or prepare poll books
 - 3. Pre-election testing of machines
 - 4. Provide required equipment—flags, telephones, and supplies
 - 5. Unofficial Checkers/Runners

Section 5 –Conducting Elections, Primaries, Referenda, and EDR (3 Hours)

A. Primary and Election Day Duties

1. General Overview (Registrars' Responsibilities—Primary/Election)
 - a. Registrars availability
 - b. Who Can be Present at polls—elector, officials, press, others
 - c. EDR Administration—triaging voters, contacting other towns.
 - d. AB Counting—central or at polls?
2. Staff Management/Assignments
 - a. Staffing the polls
 - b. Emergency Replacements at Polls
 - c. Managing Unofficial Checkers/Runners
3. Restricted Areas—polls and EDR Location
 - a. 75-foot buffer zone/signs
 - b. Activities Allowed/Prohibited at Polling Places
4. Opening Polls
 - a. Opening voting machines and IVS machines
 - b. Voting continues if machine malfunctions
5. Handling Problems at Polls
 - a. Provisional and Challenge Ballots
 - b. Referral to EDR Location
 - c. Restoration from Inactive List
 - d. Transfers
 - e. Machine malfunctions & ballot box emptying
 - f. Disruption
6. Closing the Polls—at Polling Place and EDR Location
 - a. Last elector in line at 8 pm
 - b. Poll workers duties for closing
 - c. Tallying votes on write-in and hand-counted ballots
 - d. Announcing results, posting tabulator tapes
7. Reporting Results
 - a. Moderators Return & Tally Sheets
 - b. Head Moderator Return
 - c. Who Voted—completion deadline and report

B. Referenda (§ 9-1 (n))

1. Definition
2. Examples of Some Types – Know Your Town Code and Charter
 - a. Statewide, e.g., Constitutional Amendment
 - b. Referenda Question (§ 9-369a)
 - c. Adjourned Town Meeting (§ 7-7) and Charter Revisions
3. Eligibility
 - a. Electors
 - b. Non-Resident, U.S. Citizen Tax Payers (Permission by Town or State Statute)
4. Procedures and Guidelines—In Accordance with Local Charter, Special Acts, Connecticut General State Statutes, or Instructions of Town Attorney
5. Possible Variations
 - a. Election in Conjunction with Referenda

- C. EDR Procedures (§ 9-19j)—See SOTS Guidance for Election Day Registration
 - 1. Requirements for EDR Location
 - 2. Admitting prospective electors
 - 3. Contacting previous towns, call-back procedures
 - 4. Handling problems/submitted elections violation reports
 - 5. Secure transfer of ballots to AB counting locations
 - 6. Counting procedures

- D. Contested Election (Court) (§§ 9-323 to 9-329) Tie Vote (§ 9-446), Adjourned Election (§ 9-332), Special Elections

- E. What Can Go Wrong and How to Prevent Violations
 - 1. SEEC Election Complaints
 - 2. Role of Town Attorney
 - 3. Importance of Documentation—at polls, AB counting, hand-counting, in office.

Section 6—Absentee Voting & Supervised Absentee Voting (3 Hours)

A. Regular Absentee Voting

1. General Issues

- a. Central Count vs Polling Place Counting
- b. Hiring and Training of Absentee Ballot Counters/Moderator—Remember Statutory Prohibitions
- c. Pre-checking of Names on Official Voter List
- d. Receipt and Custody of Ballots When Transferred from Town Clerk
- e. Delivery to Counting Location(s)
- f. Permanent Absentee Ballot—Responsibilities of Registrar, Coordination with Town Clerk

2. Election Day Counting-Procedures & Documenting Results—Central v. District

- a. Transfer of Absentee Ballots from Municipal Clerk to Registrar—Schedule
 - i. Affidavit of Delivery and Receipt
 - ii. Count those ballot envelopes
- b. Procedure for Counting—See *Procedure Manual for Counting Absentee Ballots*
 - i. Privacy
 - ii. Voter intent
 - iii. Public observation
 - iv. Use of counting teams—machine v. hand-counting
 - v. Write-in votes, cross-endorsed double votes
- c. EDR ballot counting to mirror absentee counting—central or at polls
 - i. Separation of EDR ballots
 - ii. Ballots sealed in same case with EDR tally sheet/tabulator tape
- d. Closing, Tally, Announcement of Results & Returns
 - i. Not before 8 pm
 - ii. Tallying cross-endorsements—Unknown party

3. Special Circumstances

- a. Moderator Decides Contested Ballots
- b. Registrar on the Ballot
- c. No Premature Disclosure of Absentee Ballot Count

B. Supervised Absentee Voting (§§ 9-159q through 9-159s)

1. Definitions & Qualification

- a. Mandatory v. Requested
- b. Types of Facilities

2. Responsibilities & Procedures

- a. Registrar vs Town Clerk
 - i. Coordination in Permanent Absentee Ballots for Voters in Facilities
- b. Facility Administrators
- c. In-Town vs. Out-of-Town Ballots

3. Elector Rights (§9-264)

- a. Assisted and Affidavit
- b. By Registrar
- c. By Voter's Family or Others
- d. Not Assisted
- e. No Power of Attorney/Proxy

- f. Removal of Electoral Rights
- 4. Conducting Supervised Absentee Balloting in Primaries vs Elections
 - a. Notification to Party/Candidates
 - b. Registrar on the Ballot
 - c. Forms/Correspondence

Section 7 - Post-Election Audits and Recanvasses (4 Hours)

- A. Post-Election Audits (§ 9-320f and Audit Procedures)
 - 1. Guidelines from Secretary of the State
 - 2. Tips for Registrars from ROVAC
 - 3. Optional Methods for Hand-Counting in Teams
 - 4. Documentation
 - 5. Citizen Observers

- B. Recanvass – See SOTS *Recanvass Procedure Manual*.
 - 1. General Chain of Custody and Counting Principles
 - a. Supervision, Storage, and Transportation of Ballots
 - b. Counting Overview
 - c. Impoundment Procedures
 - i. Voting Machines
 - ii. Absentee Ballots
 - iii. Moderator Returns
 - 2. Types of Recanvasses
 - a. Discrepancy (§ 9-311)/SOTS Opinion on Discrepancy on Primary
 - b. Close Vote (§ 9-311a)/Primary (§ 9-445)
 - c. Tie Vote (§ 9-311b)/Primary (§ 9-446)
 - d. Close Vote (§ 9-370a)
 - 3. Recanvass Officials
 - a. Official Positions
 - b. Substitutes
 - 4. Notice of Recanvass
 - a. Discrepancy—Elections and Primaries for All Offices
 - i. Head Moderator (or Moderator § 9-311) Calls
 - ii. Summons of Officials
 - iii. May be limited to Voting Machines, Absentee Ballots, Write-ins
 - b. Close Vote (§ 9-311d)
 - i. Elections or Primaries for State or District Office of District Delegates
 - ii. SOTS Notifies Municipal Clerk
 - iii. Municipal Clerk Notifies Head Moderator
 - iv. Head Moderator Summons Re-canvass Officials
 - v. Head Moderator Notifies Town Chairman and Candidates
 - c. Elections or primaries for Municipal Office of Election of Town Committee Delegates to a Convention. Multiple Opening Office.
 - i. Municipal Clerk Notifies Head Moderator
 - ii. Head Moderator Summons Recanvass Officials
 - iii. Head Moderator Notifies Town Chairman and Candidates
 - 5. Content of Notices
 - a. Registrar or Municipal Clerk to Bring Election Materials
 - b. Schedule for Recanvass—no more than 5 business days after election
 - c. Notice to Town Committee Chairs --Observe but not Participate
 - d. Notice to Candidates—written to each. May appoint representatives to observe.
 - e. Notice to Public--signage
 - 6. Recanvass Day—Recanvass of Voting Machines, Absentee Ballots, and Write-in Ballots
 - a. Registrar of Voters Responsibilities
 - b. Head Moderator in charge of Recanvass
 - c. Public Observation—Moderator monitors for interference.

- d. Pretest New Voting Machine and Memory Card, if no pretested back-up machine available
- 7. Counting Procedures --Machine Processed vs Hand Counts
 - a. Examine each ballot for voter intent
 - b. Two people confirm reading of ballot, two make hash-marks
 - c. Examine and Confirm Votes on Write-In Ballots (If Applicable)
 - d. Moderator Decides Questions of Voter Intent
 - e. Completion of Recanvass Forms and Report
- 8. Filing of Return to SOTS & Town Clerk
- 9. Resources & Suggested Forms for Recanvass
 - a. Primary
 - i. Municipal Clerk to Moderator (ED-631a)
 - ii. Summons (ED-631b)
 - iii. Recanvass Notices – Discrepancy (ED-631) and Close Vote (ED-631c)
 - iv. Return of Delivery Notice (ED-631d)
 - v. Recanvass Return Form (ED-653a/Pr)
 - b. Election
 - i. Municipal Clerk to Moderator (ED-631e)
 - ii. Summons (ED-631f)
 - iii. Recanvass Notices – Discrepancy (ED-631q) and Close Vote (ED-631h)
 - iv. Return of Service (ED-631i)
 - v. Recanvass Return Form (ED-653a)
- 10. Referenda (§ 9-1 (n))
- 11. Minority Representation (§ 9-167a)—Rationale

Section 8 --Petitions (2 Hours)

- A. Typical Examples of Petitions—Roles and Responsibilities
 - 1. Nomination: Municipal, State, and District (Multi-Town)
 - 2. Primary Petitions
 - 3. Other—Charter Proposals, Regional School District Budgets, Town Meeting/Adjourned Town Meetings, Town Committee, Presidential

- B. Required Forms & Procedures
 - 1. Eligibility to Obtain Petitions
 - 2. Where to File Application
 - 3. Who Issues Forms—Role of TC and Registrars
 - a. Consent Form signed by candidate
 - b. Number of pages
 - c. Who can be circulator
 - d. Who can sign petitions
 - e. Return Deadlines
 - 4. Review of forms for completeness
 - 5. Verification/Rejections of Signatures—TC or Registrars
 - a. Inactive Voters on Petition
 - b. Non-electors
 - 6. Certifications of Signatures
 - 7. Filing Procedures
 - 8. Description of CVRS Petition Module

- C. Procedures for Becoming a Write-in Candidate & Pre-Election Notification to Registrars

Locations and ROVAC Coordination

Multiple Location Options

The Stamford campus will be the default learning facility. While it is expected that the live classroom presentations will occur at the Stamford campus, UConn CITI will offer remote access at its other campuses, which are located throughout the state, utilizing two-way conferencing (sound and video) in state-of-the-art distance learning classrooms.

UConn Stamford Campus

One University Place

Stamford, CT 06901

Contact: Debbie Gunzelman

203.251.9516

Parking: Free, Designated Visitor's Area, UConn Parking Garage

UConn, Graduate Business Learning Center

100 Constitution Plaza

Hartford, CT 06103

Contact: Pat Ryiz

860.728.2410

Parking: \$12.00

UConn, Waterbury Campus

99 Main Street

Waterbury, CT 06702

Contact: Delores Ragauskas

203.236.9858

Parking: \$3-5.00

UConn, Torrington Campus

855 University Drive

Torrington, CT 06790

Contact: Molly Read-Sexton 860.626.6812

Fiona Dimorell 860.626.6800

Parking: Free

UConn Avery Point

1084 Shennecossett Road

Groton, CT 06340

Marcelle E. Wood, interim campus director, BH room 227, 860-405-9010, marty@engr.uconn.edu
Janene Vandi, associate campus director, BH room 303, 860-405-9022, j.vandi@uconn.edu

Coordination with ROVAC

Upon request, UCONN will explore the feasibility of offering selected training sections at other venues such as conferences.

Costs and Tuition

Tuition

The committee proposes to set the tuition for each class at \$200 per student, to meet the program costs. The committee will periodically review this tuition and revise it as appropriate.

Program Costs

Curriculum Development: \$5000.00

Annual curriculum revision: estimated at \$1000.00

Learning Lab/ Room Fees

Stamford Room Rate: \$300

Regional Campus Room Rate: \$200

Technical Fees

All ghosting and imaging fees are a one-time expense: \$200

The image will be archived for future use on all work stations.

Instructor Fees

Up to 10 people: \$1000

Up to 15 people: \$1500

Up to 20 People: \$2000

Conclusion & Appendix

Implementation Timetable

UConn CITI can start offering classes as early as summer 2015, as soon as the Committee's program is approved by the Secretary of the State. Depending on volume of interest and availability of classes, certification exams could begin as early as or fall 2016.

Future of the Certification Committee

Ongoing Functions

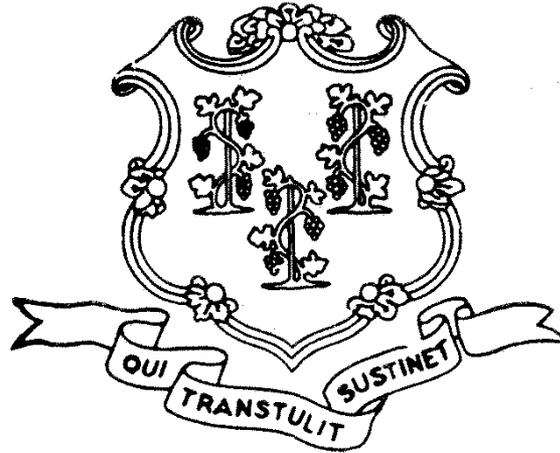
The Committee will periodically review all course section content and make the necessary recommendation to UConn CITI for updates. It shall also assist in identifying qualified instructors for classroom sessions, and develop a pre-approved list of additional programs/classes/courses for future advanced certification status. The committee shall collaborate with the Secretary of the State office, ROVAC Education Committee, and ROVAC Technology Committee to align conference educational sessions with the certification program and to track classroom hours at conference sessions.

The Certification Committee shall continue to meet quarterly to: 1) review certification applications; 2) review criteria and qualifying coursework for future advanced registrar certification status; 3) recommend conference-based educational classes, based on feedback from certification program instructors; and 4) if necessary, review cases where rescission of a certification may be necessary.

For both Tier 1 and future advanced certification status, requests for certification must be submitted to the Committee on forms designated by the Committee. Forms will list the completed program of study, description(s), credits requested, and completion date. UConn shall transmit lists of approved certifications to the Secretary of State's office for official designations.

Appendix

1. UConn CITI Presentation slides for Section 1
2. UConn CITI Review materials for Section 1



STATE OF CONNECTICUT
CERTIFICATION PROGRAM
REGISTRAR OF VOTERS
Karen Fassuliotis, Esq.

Instructor Contact Information

- Karen Fassuliotis, Esq.
 - E-mail: drfass127@gmail.com
 - Cell Phone: 203-570-0400
 - Home/Office Phone/Fax: 203-661-2013

Training and Certification

- Why certification?
- Connecticut General Statutes Sec. 9-192a

Training and Certification

- The Registrars on the Committee were recommended by the Registrars of Voters Association of CT (ROVAC) to the Secretary of the State who in turn appointed the members to serve for various terms of office on the committee- 1-, 2-, or 4-year terms.

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- Carol Hurley (R), Wethersfield Registrar of Voters
- Carole Young-Kleinfeld (D), Wilton Registrar of Voters

Training and Certification

- What is the training and certification process?



"OK, I've shown you the ropes, given you the low down, and gotten you up to speed. All that's left is actually training you."

Overview of CT General Statutes

- Connecticut General Assembly website can be found at www.cga.ct.gov
- The applicable titles of the statutes are:
<http://cga.ct.gov/current/pub/titles.htm>
 - Title 9—Elections
 - Title 7—Municipalities
 - Title 10—Education and Culture
- The Secretary of the State's Regulations can be found at www.sots.ct.gov

OVERVIEW OF COMMISSIONS, AGENCIES AND DEPARTMENTS



*"Hi! I'm from the government, and
I'm here to help you!"*

OVERVIEW OF COMMISSIONS, AGENCIES AND DEPARTMENTS

- Federal Election Commission (FEC) [fec.gov](https://www.fec.gov)
- Election Assistance Commission (EAC) [eac.gov](https://www.eac.gov)
- U.S. Department of Justice (DOJ) [doj.gov](https://www.doj.gov)
- Connecticut Secretary of the State (SOTS) [sots.ct.gov](https://www.sots.ct.gov)
- CT State Elections Enforcement Commission (SEEC) [ct.gov/seec](https://www.ct.gov/seec)
- Office of Protection and Advocacy for Persons with Disabilities (OPAPD) [ct.gov/OPAPD](https://www.ct.gov/OPAPD)
- Freedom of Information Commission (FOIC) [ct.gov/foi](https://www.ct.gov/foi)
- CT State Library. [ctstatelibrary.org](https://www.ctstatelibrary.org)

FEDERAL ELECTION COMMISSION (FEC)

- What is it?
- Who serves on the commission and what are their terms?
- Major functions
- When should a registrar contact the FEC?



Election Assistance Commission

- What is it?
- What are their responsibilities?
- Who serves on the commission and what are their terms?



U.S. Department of Justice (DOJ)



- What is the DOJ role in the election process?
- Ballot Access and Voting Integrity Initiative
- Major goals and objectives relating to elections
- When should a registrar contact the DOJ or FBI?

http://sandiegofreepress.org/wp-content/uploads/2012/10/VotingIsARightNotACrime_ClearChannelBillboard_marquee_100.jpg

CT Secretary of the State

- Connecticut's Constitution and the Secretary of the State
- Role of the Secretary of the State in the election
- Legislation and Elections Administration Division (LEAD)

CT State Elections Enforcement Commission

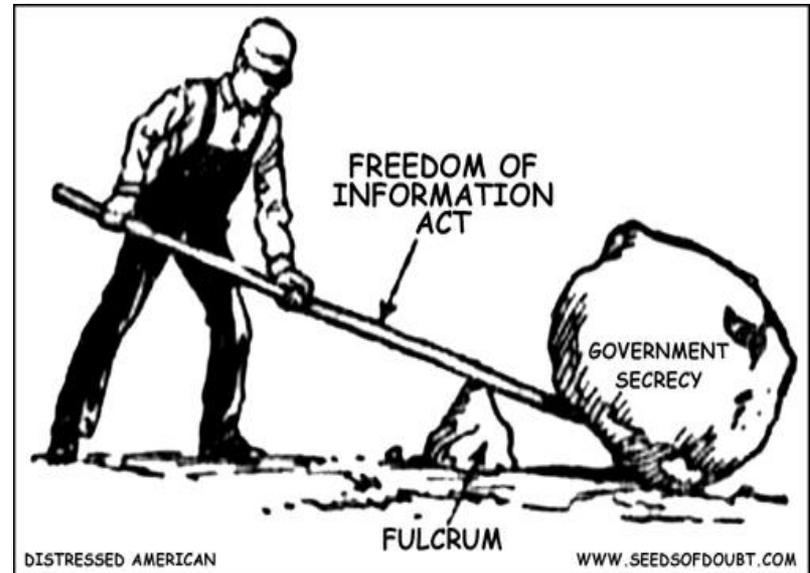
- Why was the SEEC formed?
- Who appoints the members?
- What authority does the commission have?
- What powers does it have?
- What statute governs this commission?

Office of Protection and Advocacy for Persons with Disabilities

- What is this office responsible for?
- What authority does it have?

Connecticut Freedom of Information Commission

- What is the mission of this commission?
- What is the procedure for filing a complaint?
- Why is this important for registrar of voters to know?



Other State Departments

- Connecticut State Library



Other State Departments

- Connecticut Department of Motor Vehicles



Registrars of Voters

- History of Registrar of Voters in Connecticut
- Overview of duties
- Office politics?
- How many registrars are there and what are their terms?

Town/Municipal Clerks

- History of town/municipal clerks
- How many are there in Connecticut?
- Are they appointed or elected?
- Role in elections
- Overview of other duties

Elections Ecosystem



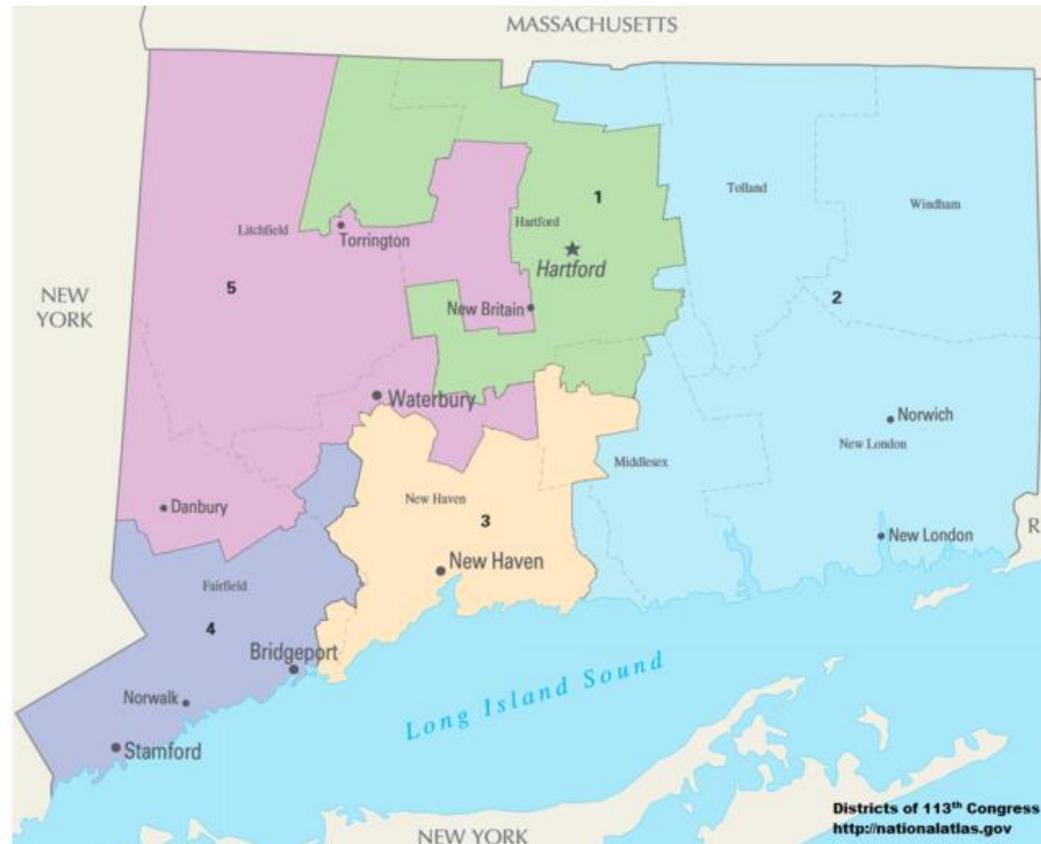
	<i>Compliance</i>	<i>Execution</i>	<i>Law Enforcement</i>
Campaign Finance	SEEC	SEEC & Town Clerks	SEEC (& State's Attorney/FBI)
Election Administration	SOTS	SOTS, <u>Registrars</u> & Town Clerks	SEEC (& State's Attorney/FBI)

Federal Representation

- United States Senators
- United States House of Representatives



Connecticut U.S. Representative District Map



State Government



State Government—Executive

- Term of Office
- Governor
- Lieutenant Governor
- Other Executive Officers
 - Secretary of the State
 - Treasurer
 - Comptroller
 - Attorney General

State Government—Legislative

- General Assembly
- Bicameral body
- Requirements to serve and term of office
- Number of senators and representatives
- Who presides over the State Senate and State House of Representatives?

State Government - Judicial



Wikipedia.com

Connecticut Supreme Court



Counsel sensed that the panel might not be taking his argument as seriously as he had hoped.

c.07CharlesFincher04.16 Scribble-in-Law at LawComix.com

www.lawcomix.com

Connecticut Appellate Court

Superior Court

Probate Court

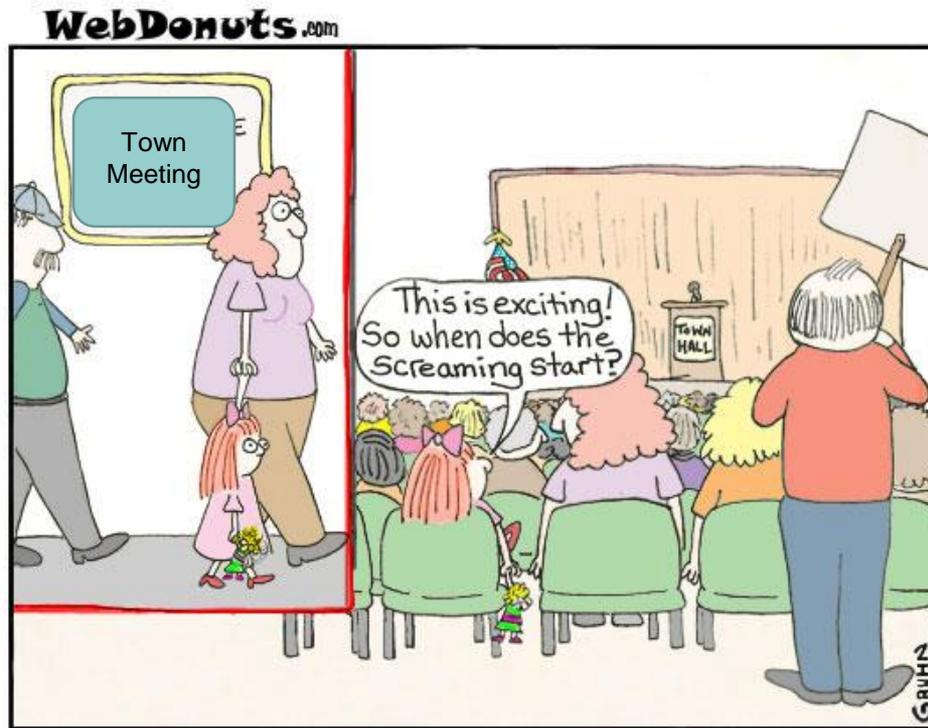
Who is elected and who is appointed?

Role of the Judiciary in Elections

Overview of Town Government

- Overview of town government in Connecticut
- Selectman-Town Meeting

Town Meeting

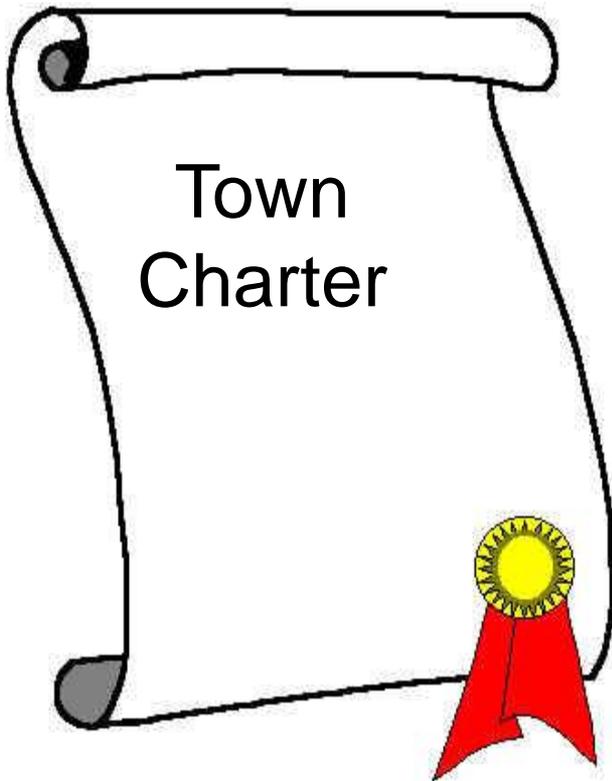


<http://www.webdonuts.com/comics/2009-08-18-town-hall.jpg> (Town Meeting added)

Overview of Town Government

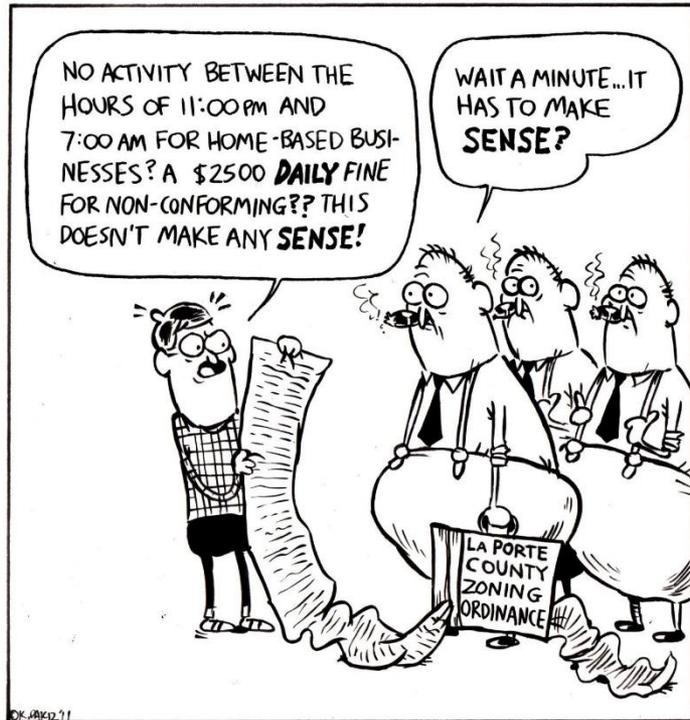
- Mayor-Council
- Manager-Council
- Representative Town Meeting

City and Town Charters



- What is a city or town charter?
- Does every city or town have a charter?
- How is a charter established?
- What is a special act?

Ordinances



- What is an ordinance?
- What do ordinances govern?

Home Rule



- What is it?
- Why is it important?

http://www.thenowpass.com/wp-content/uploads/2013/12/store_front_website.jpg

Home Rule

CONNECTICUT CONSTITUTION ARTICLE TENTH. OF HOME RULE.

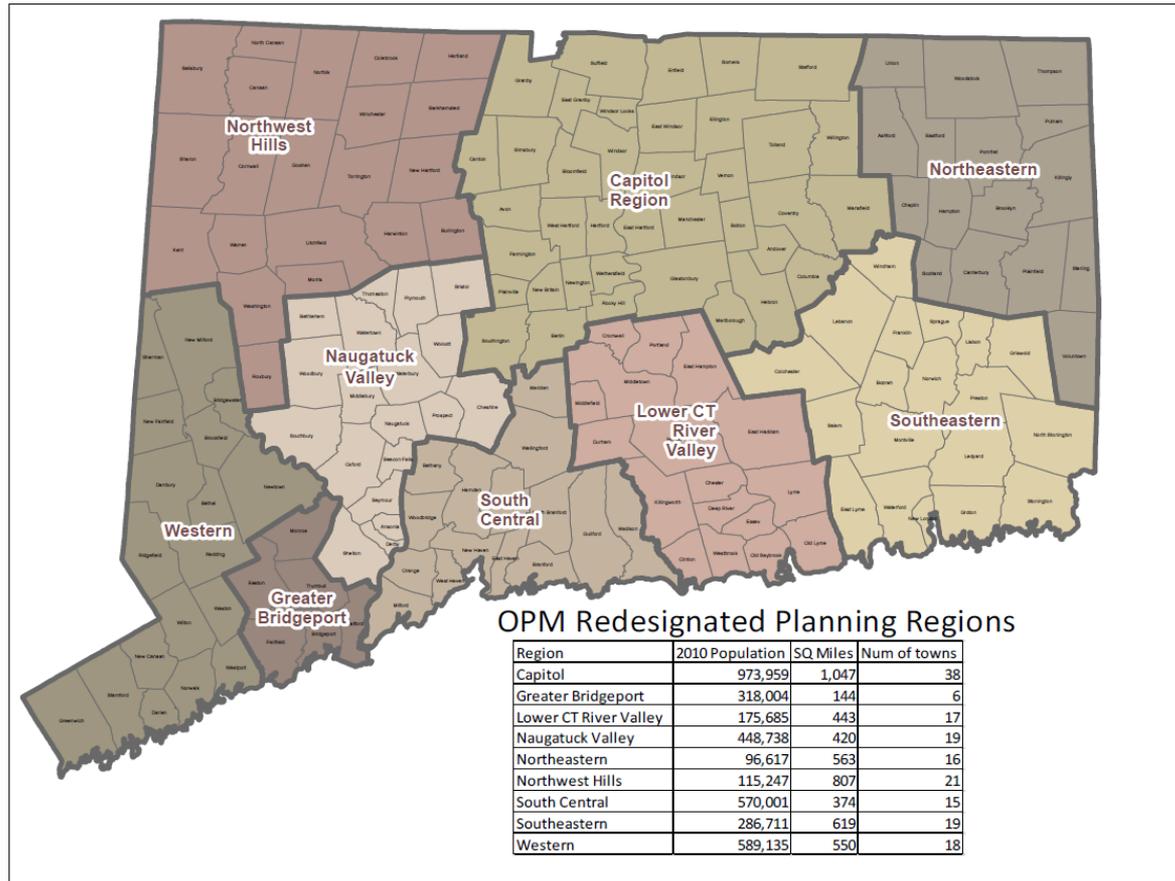
SEC. 1. The general assembly shall by general law delegate such legislative authority as from time to time it deems appropriate to towns, cities and boroughs relative to the powers, organization, and form of government of such political subdivisions. The general assembly shall from time to time by general law determine the maximum terms of office of the various town, city and borough elective offices. After July 1, 1969, the general assembly shall enact no special legislation relative to the powers, organization, terms of elective offices or form of government of any single town, city or borough, except as to (a) borrowing power, (b) validating acts, and (c) formation, consolidation or dissolution of any town, city or borough, unless in the delegation of legislative authority by general law the general assembly shall have failed to prescribe the powers necessary to effect the purpose of such special legislation.

SEC. 2. The general assembly may prescribe the methods by which towns, cities and boroughs may establish regional governments and the methods by which towns, cities, boroughs and regional governments may enter into compacts. The general assembly shall prescribe the powers, organization, form, and method of dissolution of any government so established.

Regional Councils of Governments in CT

- What are the Regional Councils of Government in Connecticut?
- Why is it important?
- What authority does each Council have?
- What is the role of the Councils in elections?

Regional Councils of Governments in CT

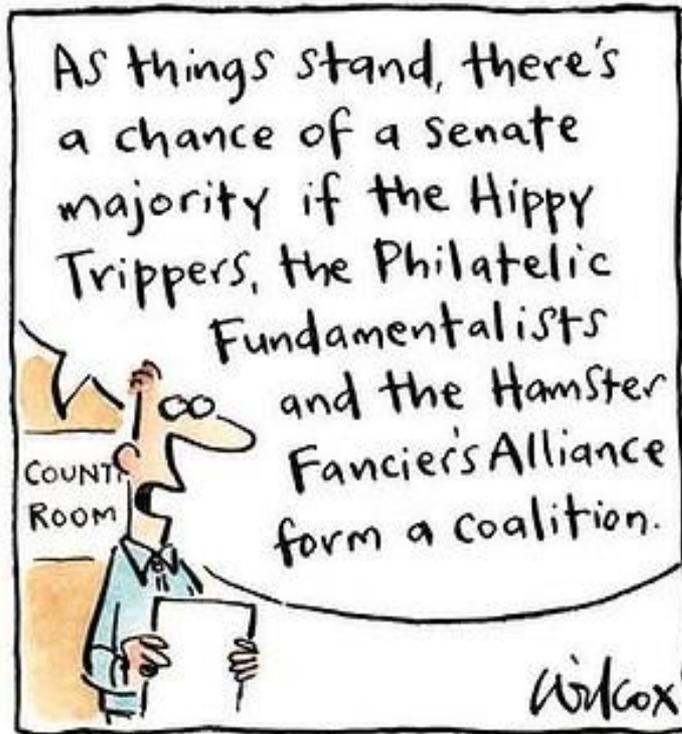


Connecticut Political Parties

- Major Party defined



Connecticut Political Parties



- Minor party defined

<http://1.bp.blogspot.com/-upZFaiRx6Bs/UizuHvV1Uul/AAAAAAAAABs/jmngxM11cHI/s1600/art-353-cartoon-20wilcox-300x0.jpg>

Connecticut Political Parties

- State Central Committees
- Town Committees



Connecticut Political Parties

- Nominations for state office and primaries



<http://www.nuaa.org.au/wp-content/uploads/2014/05/meeting-cartoon.jpg>

Federal Laws Important in Elections

- Voting Rights Act of 1965
- National Voter Registration Act
- Uniformed and Overseas Citizens Absentee Voting Act
- Help America Vote Act
- Military and Overseas Voter Empowerment Act
- The Voting Accessibility for the Elderly and Handicapped Act of 1973 (amended in 1984)
- Title II of the Americans with Disabilities Act of 1990 (ADA)

Voting Rights Act of 1965

- Purpose and intent
- Federal oversight of elections administration
- Amendments



National Voter Registration Act (NVRA)

- What does NVRA do?
- Who is responsible for administering this act?

ACORN voter registration...



DAVE GRANLUND © www.davegranlund.com

<http://www.davegranlund.com/cartoons/wp-content/uploads/color-acorn-voter-reg-web.jpg>

Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)

- What does UOCAVA do?
- Federal Write-In Absentee Ballot
- Consequences of mailing ballots late

Help America Vote Act

- What are the main provisions of the law?
- How did this law change voting procedures?
- What Commission did this law create?

Military and Overseas Voter Empowerment Act (MOVE)

- General provisions of this Act

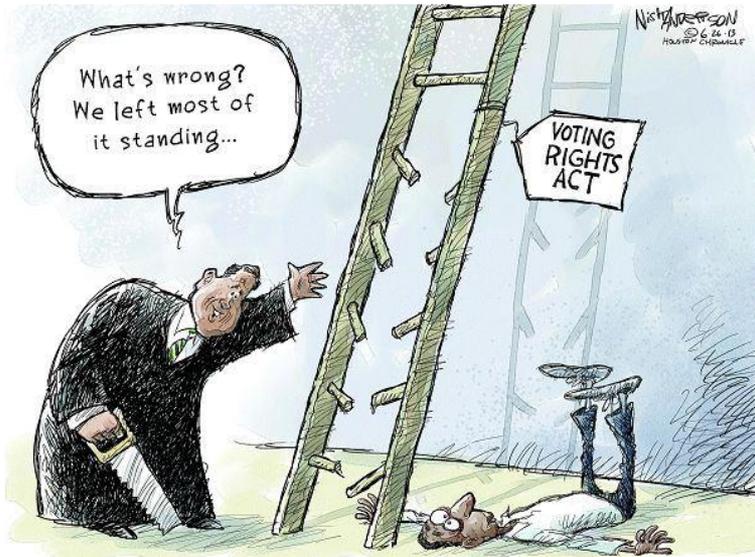
Laws Relating to the Elderly, Handicapped or Disabled

- **The Voting Accessibility for the Elderly and Handicapped Act of 1973 (amended in 1984)**
- **Title II of the Americans with Disabilities Act of 1990 (ADA)**

Landmark Court Cases

- *Shelby County v. Holder*
- *Tashjian v. Republican Party of Connecticut*
- *Munster v. Gejdenson*

Shelby v. Holder



www.skydancingblog.com



http://media.cagle.com/23/2012/11/18/122596_600.jpg

Tashjian v. Republican Party of Connecticut

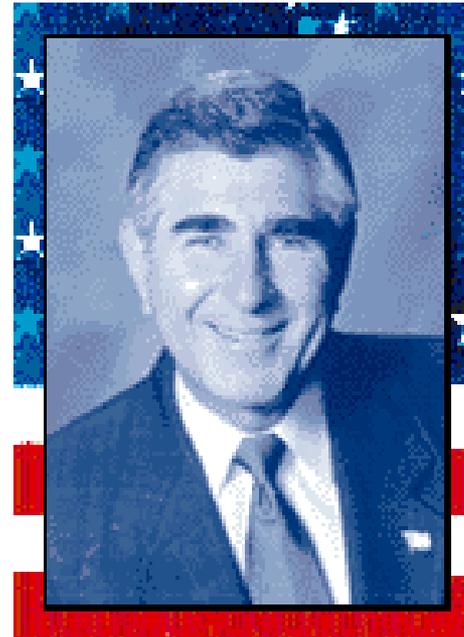


Munster v. Gejdenson



Sam Gejdenson

[Wikipedia.com](#)



**So close in 1994:
Edward Munster**

johnrmccomas.blogspot.com/2006/11/munsters-revenge.html

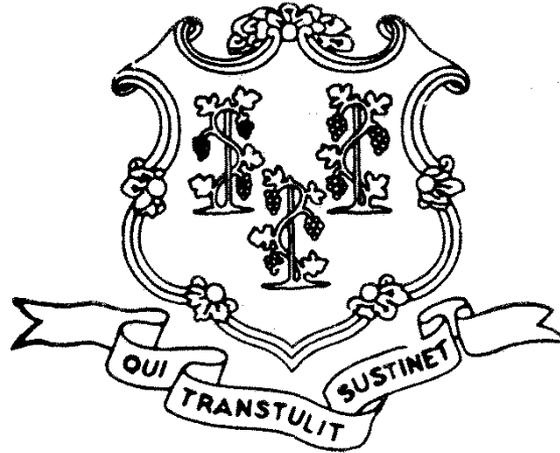
Registrar of Voters



**You Get
What You
Vote For!**

**So Quit
Complaining
And Vote!**

Remember to vote November 4th



STATE OF CONNECTICUT
CERTIFICATION PROGRAM
REGISTRAR OF VOTERS
Karen Fassuliotis, Esq.

Training and Certification

- **Sec. 9-192a. Committee to establish programs and procedures for training, examining and certifying registrars, deputies and assistants. Training program for poll workers.** (a) There is created a committee for the purpose of establishing programs and procedures for training, examining and certifying registrars of voters, deputy registrars of voters and permanent assistants, as described in section 9-192. The committee shall consist of six members, one of whom shall be from the office of the Secretary of the State, one of whom shall be from the State Elections Enforcement Commission, and four of whom shall be registrars of voters.

(b) The committee shall adopt criteria for the training, examination and certification requirements of registrars, deputies and permanent assistants. Any registrar of voters, deputy or permanent assistant may participate in the course of training prescribed by the committee and, upon completing such training and successfully completing any examination or examinations prescribed by the committee, shall be recommended by the committee to the Secretary of the State as a candidate for certification as a certified Connecticut registrar of voters. The Secretary of the State shall certify any such qualified, recommended candidate as a certified Connecticut registrar of voters. The Secretary of the State may rescind any such certificate only upon a finding, by a majority of the committee, of sufficient cause as defined by the criteria adopted pursuant to this subsection. No provision of this subsection shall require any registrar of voters, deputy or permanent assistant to be a certified registrar of voters.

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Websites of Interest

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 - Title 9—Elections
 - Title 7—Municipalities
 - Title 10—Education and Culture
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Federal and State Administration of Election Laws



*"Hi! I'm from the government, and
I'm here to help you!"*

OVERVIEW OF COMMISSIONS AGENCIES AND DEPARTMENTS

- Federal Election Commission (FEC) *fec.gov*
- Election Assistance Commission (EAC) *eac.gov*
- U.S. Department of Justice (DOJ) *doj.gov*
- Connecticut Secretary of the State (SOTS) *sots.ct.gov*
- CT State Elections Enforcement Commission (SEEC) *ct.gov/seec*
- Office of Protection and Advocacy for Persons with Disabilities (OPAPD) *ct.gov/OPAPD*
- Freedom of Information Commission (FOIC) *ct.gov/foi*
- CT State Library. *ctstatelibrary.org*
- CT Department of Motor Vehicles *ct.gov/dmv*

Federal Election Commission (FEC)

- Federal Election Commission (FEC)
 - Created by Congress in 1975 to administer and enforce the Federal Election Campaign Act (FECA)
 - The statute governs the financing of federal elections.
- Information for the FEC can be obtained at www.fec.gov or e-mail info@fec.gov

Federal Election Commission (FEC)

- The duties of the FEC, which is an independent regulatory agency, are to
 - disclose campaign finance information
 - enforce the provisions of the law such as the limits and prohibitions on contributions, and
 - oversee the public funding of Presidential elections.
- There is a good overview at:
 - <https://www.youtube.com/user/FECTube>

Federal Election Commission (FEC)

- The FEC is made up of six members, who are appointed by the President and confirmed by the Senate.
- Each member serves a six-year term, and two seats are subject to appointment every two years.
- By law, no more than three Commissioners can be members of the same political party
- At least four votes are required for any official Commission action. This structure was created to encourage nonpartisan decisions.

Federal Election Commission (FEC)

- The Chairmanship of the Commission rotates among the members each year, with no member serving as Chairman more than once during his or her term.

Federal Election Commission (FEC)

- The FEC enforces limitations and prohibitions on election contributions and expenditures at the federal level
- Investigates and prosecutes violations (investigations are typically initiated by complaints from other candidates, parties, "watchdog groups," and the public)

Federal Election Commission (FEC)

- FEC also
 - audits a limited number of campaigns and organizations for compliance
 - administers the presidential campaign fund, which provides public funds to candidates for president and nominating conventions
 - defends the statute in challenges to federal election laws and regulations.

Federal Election Commission (FEC)

- The FEC also publishes
 - reports filed by Senate, House of Representatives and Presidential campaigns that list how much each campaign has raised and spent, and
 - a list of all donors over \$200, along with each donor's home address, employer and job title.

Federal Election Commission (FEC)

- The FEC also maintains an active program of public education, directed primarily to explaining the law to the candidates, campaigns and committees which it regulates.
- The FEC should be contacted for any issue or complaint involving federal campaign funds or the how such funds are being

Election Assistance Commission (EAC)

- Election Assistance Commission (EAC) is an independent agency created by the Help America Vote Act of 2002 (HAVA).
- The Commission serves as a national clearinghouse and resource of information regarding election administration.

Election Assistance Commission (EAC)

- EAC is charged with
 - administering payments to states and developing guidance to meet HAVA requirements,
 - adopting voluntary voting system guidelines, and accrediting voting system test laboratories and
 - Creating a national program for the testing, certifying, and de-certifying of voting equipment.

Election Assistance Commission (EAC)

- The EAC is also charged with developing and maintaining the National Mail Voter Registration Form, required by the National Voter Registration Act of 1993 (NVRA).
- Reporting to Congress every two years on the effects of the NVRA on elections

Election Assistance Commission (EAC)

- Administering federal funds for the development of innovative election technology, including pilot programs to test election technology
- Studying and reporting best practices of effective administration

Election Assistance Commission (EAC)

- Communicating information on laws, technologies, procedures, studies, and data related to the administration of federal elections to those responsible for formulating or implementing election law and procedures, to the media, and to other interested persons

Election Assistance Commission (EAC)

- The Help America Vote Act specifies that four commissioners are nominated by the President on recommendations from the majority and minority leadership in the U.S. House and U.S. Senate.
- Once confirmed by the full Senate, commissioners may serve two consecutive terms and no more than two commissioners may belong to the same political party.

Election Assistance Commission (EAC)

- As of December 2014, there are three EAC commissioners and one vacancy.
- More can be found at www.eac.gov

U.S. Department of Justice (DOJ)

- The Voting Section of the DOJ's Civil Rights Division enforces the civil provisions of the federal laws that protect the right to vote, such as the Voting Rights Act (VRA), the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA), the National Voter Registration Act (NVRA), the Help America Vote Act (HAVA), and the Civil Rights Acts.
- On October 1, 2002, the Department of Justice established a Department-wide Ballot Access and Voting Integrity Initiative to address election crimes and voting rights violations.

U.S. Department of Justice (DOJ)

- DOJ goals are to increase the Department's ability to deter election crimes, fraud and discrimination at the polls, and to prosecute these offenses whenever and wherever they occur.
- DOJ, in conjunction with the FBI, also has an Election Day Program to ensure public confidence in the integrity of the election process by providing local points of contact—U.S. Attorneys' Offices and FBI offices—for the public to report possible election fraud and voting rights violations [while the polls are open] on election day
- Offices of the U.S. Attorney for Connecticut are located in Hartford, New Haven, and Bridgeport. The FBI is located in New Haven.

US Department of Justice (DOJ)

- The FBI should be contacted immediately if there is a concern that an election official is abusing power, there is an allegation of voter fraud, (such as false registration, false information when registering to vote, such as lack of citizenship, people being paid to vote or to register to vote, or voting more than once,) civil rights violations, (such as threatening a voter or attempting to prevent qualified voters from voting through the use of misinformation,) and campaign finance crimes in regard to federal campaigns.

CT Secretary of the State (SOTS)

- The Secretary of the State is designated by the Constitution and General Statutes of Connecticut as the official keeper of a wide array of public records and documents.
- The office is a vital source of information regarding businesses, commercial lenders, elections, legislation, regulations and other areas.
- As Commissioner of Elections for the State of Connecticut, the Secretary is charged to administer, interpret and implement election laws under Title 9 of the General Statutes. Under the terms of the National Voter Registration Act of 1993, the Secretary has the same responsibility for federal elections, although in practice the EAC may make decisions as well.

CT Secretary of the State (SOTS)

- ***Legislation and Elections***

- Administration Division (LEAD)***

- administers, interprets and implements all state under Title 9 of the General Statutes pertaining to elections, primaries, nominating procedures, and the acquisition and exercise of voting rights.

CT Secretary of the State (SOTS)

- The Division—LEAD—encourages and monitors the implementation of the National Voter Registration Act and other voter registration efforts in Connecticut.
- In conjunction with local town clerks and registrars of voters, the Division provides training for local elected officials.

CT Secretary of the State (SOTS)

- The Division, working with local officials, has put into operation a statewide computerized voter registration system, which complies with the Help America Vote Act.

CT State Elections Enforcement Commission (SEEC)

- After the Watergate scandal, the Connecticut General Assembly created a five-member, bi-partisan, independent State Elections Enforcement Commission (SEEC) as part of the Executive Branch to ensure the integrity of the state's electoral process.
- SEEC handles most matters with respect to campaign finance and conducts investigations into allegations of violations of election law

CT State Elections Enforcement Commission (SEEC)

- The Commission was given the authority to investigate possible violations of the election laws, inspect campaign finance records and reports, refer evidence of violations to the Chief State's Attorney or to the Attorney General, issue advisory opinions and make recommendations to the General Assembly concerning revisions to the state's election laws.

CT State Elections Enforcement Commission (SEEC)

- Appointments to the Commission are divided equally among the Governor and the four highest ranking leaders of the General Assembly.
- The Commission has full subpoena power, can impound voting machines and absentee ballots, require a forfeiture of contributions or payments, and impose civil penalties against violators.

CT State Elections Enforcement Commission (SEEC)

- Remember, the SEEC is not the Secretary of the State (but live next door).
- The Commission's enabling authority can be found in §§ 9-7a and 9-7b, Connecticut General Statutes.

Elections Ecosystem



	<i>Compliance</i>	<i>Execution</i>	<i>Law Enforcement</i>
<i>Campaign Finance</i>	SEEC	SEEC & Town Clerks	SEEC (& State's Attorney/FBI)
<i>Election Administration</i>	SOTS	SOTS, <u>Registrars</u> & Town Clerks	SEEC (& State's Attorney/FBI)



Office of Protection and Advocacy for Persons with Disabilities (OPA)

- The Office of Protection and Advocacy for Persons with Disabilities—or OPA, for short—is to advance the cause of equal rights for persons with disabilities and their families by:

Office of Protection and Advocacy for Persons with Disabilities (OPA)

- increasing the ability of individuals, groups and systems to safeguard and advocate for rights, including the right to vote;
- providing training to elections officials on service to voters with disabilities. Reviewing requests for exemptions from polling place accessibility requirements, pursuant to §9-168d
- exposing instances and patterns of discrimination and abuse; seeking individual and systemic remediation when rights are violated;
- increasing public awareness of unjust situations and of means to address them;

Connecticut Freedom of Information Commission (FOIC)

- The Freedom of Information Commission's mission is to administer and enforce the provisions of the Connecticut Freedom of Information Act, and to ensure citizen access to the records and meetings of public agencies(including the conduct of a meeting) in the State of Connecticut.
- Any questions on the right of the public to review documents or the posting of legal notices should be referred to this agency

Connecticut Freedom of Information Commission (FOIC)

The FOI Commission hears complaints from persons who have been denied access to:

- the public records—such as voter lists, party membership lists, or petitions—of state and local public agencies
- the schedules, minutes, or postings of the meetings, conduct of a meeting, caucuses, legal notices of such public agencies in Connecticut.

Connecticut Freedom of Information Commission (FOIC)

- Any person denied the right to inspect, or to get a copy of a public record, or denied access to a meeting of a public agency, may file a complaint against the public agency within 30 days of the denial.

Connecticut Freedom of Information Commission (FOIC)

- The FOI Commission will conduct a hearing on the complaint, which hearing is attended by the complainant and the public agency.
- A decision is then rendered by the FOI Commission finding the public agency either in violation of the FOI Act or dismissing the complaint if the public agency is found not to have violated the FOI Act.
- If the public agency has violated the FOI Act, the FOI Commission can order the disclosure of public records, null and void a decision reached during a public meeting, or impose other appropriate relief.

Other Departments

- Connecticut State Library
 - Prescribes the schedules for retention of municipal records, including election records
- Department of Motor Vehicles (DMV)
 - Sends weekly address updates to towns when drivers renew their licenses
 - Partner of the SOTS office on Online Voter Registration System

Registrars of Voters

- Connecticut state law mandates that each city and town in the state elect one Republican and one Democratic registrar of voters. A third party registrar may be elected in addition to the required Republican and Democrat if that candidate receives more votes than either the Republican or Democratic nominee.
- The Office of Registrars of Voters was created for the first time in 1860 in the Towns of Hartford, New Haven and Middletown.
- Among other duties, the registrars of voters are responsible for creating and maintaining the official registry list for the municipality, voter registration, voter education, maintaining and preparing the voting machines, hiring and appointing poll workers, training poll workers, ensuring proper set-up of the polling place, certifying polling places before each election, ensuring proper reporting of candidate totals on election night, and conducting post election recounts and audits.
- Also responsible for implementing the State's redistricting plan.

Registrars of Voters

- Although elected to represent different parties, the registrars of voters are jointly responsible for the conduct of elections and are expected to operate their office in a non-partisan manner.
- Are NOT responsible for marketing their party to the public or recruiting party members
- 81 Registrars of voters have 4 year terms and 88 have 2 year terms.

Town/Municipal Clerks

- The municipal clerk is the oldest of public servants in local government, along with the tax collector.
- The Office of the Town Clerk of Wethersfield, Connecticut, was established in 1639 and that person was to "keep a record of every man's house and land," and to present "a fairly written" copy of such to every general court to be recorded by the secretary of the colony.
- Each of Connecticut's 169 municipalities has a Municipal Clerk, most full time with staff
- 44 municipal clerks are appointed and 125 are elected

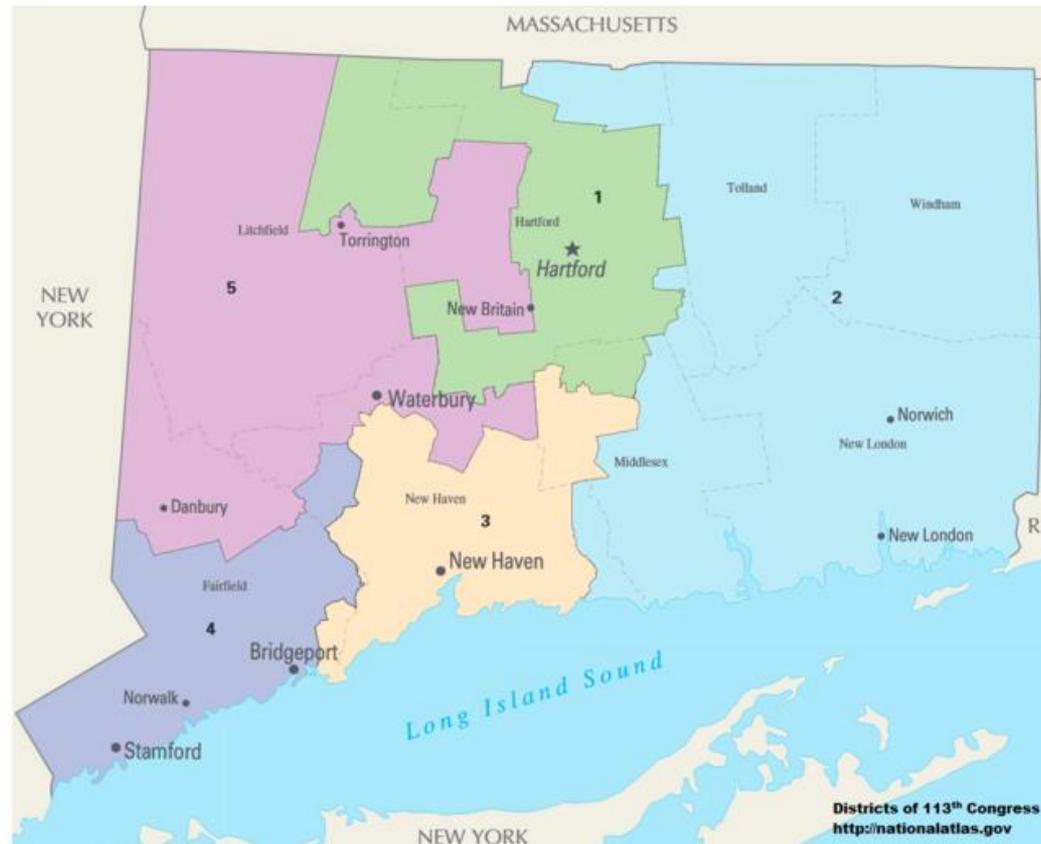
Town/Municipal Clerks

- Of the 125 elected officials 74 have 4-year terms and 51 have 2-year terms
- The major election-related duties of the municipal clerks are absentee balloting, candidate nominations, local office vacancies; publishing legal notices, processing nominating petitions, and permanently recording and keeping files on election results.
- Additional duties of the municipal clerk include land record recordings, map filings, maintaining vital records, acting as clerk for the governing body, maintaining board and commission filings and tracking related appointments and resignations, issuing various licenses, permits and registrations, e.g., marriage, dog, trade name, and maintaining state studies and publications, contracts and annual town, financial and budget reports for public inspection.

Federal Representation

- Federal representation includes:
 - Two U.S. Senators
 - Five U.S. Representatives

Connecticut U.S. Representative District Map



State Government—Executive

- Executive branch are elected to four-year terms
- Governor heads the executive branch
- Lieutenant Governor—first in line to succeed the Governor, presides over the State Senate.
- Four other executive officers named in the state constitution that are elected directly by voters:
 - Secretary of the State
 - Treasurer
 - Comptroller
 - Attorney General

State Government—Legislative

- In Connecticut, the legislature is the General Assembly
- Bicameral body
 - upper body, the State Senate (36 senators);
 - lower body, the House of Representatives(151 representatives)
- Per Article XV of the state constitution, Senators and Representatives must be at least 18 years of age and are elected to two-year terms in November on even-numbered years.
- There also must always be between 30 and 50 senators and 125 to 225 representatives.
- The Lieutenant Governor presides over the Senate, except when absent from the chamber, when the President pro tempore presides.
- The Speaker of the House presides over the House of Representatives

State Government - Judicial

- The Connecticut judicial system consists of the supreme court, appellate court, superior court, and probate courts.
- Justices of the supreme court, as well as appellate and superior court judges, are nominated by the governor and appointed by the general assembly for eight-year terms.

State Government - Judicial

- The supreme court comprises the chief justice, five associate justices, and two senior associate justices.
- The high court hears cases on appeal, primarily from the appellate court
- Also review death sentences, reapportionment, election disputes, invalidation of a state statute, or censure of a probate judge.

State Government - Judicial

- The superior court, the sole general trial court, has the authority to hear all legal controversies except those over which the probate courts have exclusive jurisdiction.
- The superior court sits in 12 state judicial districts and is divided into trial divisions for civil, criminal, and family cases.

State Government - Judicial

- While the SEEC receives complaint regarding the violations of election law, if an individual feels that they have been aggrieved by the electoral process, they may bring a case to court.
- Judges have heard cases regarding ballot access, the timelines for filing a nomination, requirements as to residency, the counting of ballots and countless other situations.
- The judicial branch also handles appeals of SEEC final decisions

State Government - Judicial

- Connecticut has 54 probate courts.
- Probate courts operate on a fee basis, with judges receiving their compensation from fees paid for services rendered by the court.
- Each probate district has one probate judge, elected for a four-year term.

Overview of Town Government

- The 169 towns of Connecticut are the principal units of local government in the state and have full municipal powers including:
 - Corporate powers
 - Eminent domain
 - Ability to levy taxes
 - Public services (low cost housing, waste disposal, fire, police, ambulance, street lighting)
 - Public works (highways, sewers, cemeteries, parking lots, etc.)
 - Regulatory powers (building codes, traffic, animals, crime, public health)
 - Environmental protection
 - Economic development
 - Elections operations and voter registration

Overview of Town Government

- The three basic structures of municipal government used in the state, with variations from place to place, are the selectman-town meeting, mayor-council, and manager–council
- Under Connecticut's Home Rule Act, any town is permitted to adopt its own local charter and choose its own structure of government.
- Towns traditionally had the town meeting form of government, which is still used by some of the 169 towns.

Overview of Town Government

- Town Meeting is a form of direct democratic rule, used principally in New England since the 17th century
- The term “Town Meeting” refers both to an actual meeting AND to the legislative body of a town that has this form of government.
- A Representative Town Meeting (RTM) is a subset of the town meeting form of government where representatives are elected—often by district—to represent the voters’ interests and to vote on budget matters, appointments, and ordinances.

Overview of Town Government

- Whether it is a Town Meeting or a RTM the members of a community come together to legislate policy and budgets for local government.
- Connecticut town meetings and RTM are bound to a published agenda.

Overview of Town Government

Role of Registrars of Voters in Town Meetings & Special Town Meetings

- A budget referendum may be approved by a vote of the Town Meeting, as specified in charter, and supervised by the registrars of voters
- Per charter, registrars prepare ballots and voting machines, oversee voting procedures, prepare official voter lists, hire referendum workers, and tabulate results.

Overview of Town Government

- A moderator is chosen at each meeting
- Per charter, votes are taken by voice, by show of hands, or by machine
- Meetings on controversial topics are often adjourned to a referendum conducted by machine vote on a date in the future.

Overview of Town Government

- In towns with an “open” Town Meeting, all registered voters of a town, and all US Citizens owning at least \$1,000 of taxable property appearing on the last-completed Grand List and otherwise eligible to vote, may participate in and vote at Town Meetings. CGS § 7-6

Overview of Town Government

- **Board of Selectmen** is commonly the executive arm
- The board typically consists of three or five members, with or without staggered terms. Three is the most common number
- Default setting in State Statute – under statute a Town must have a first selectman

Overview of Town Government

- Basic function of the Board of Selectman is for proposing budgets, setting public policy, calling elections, licensing, appointing and supervising department heads and employees, setting certain fees, overseeing certain volunteer and appointed bodies, and creating basic regulations.

Overview of Town Government

- **Mayor-Town Council**

- Under this form of government the mayor acts as an elected executive
- The city council exercises legislative powers
- The mayor may select a chief administrative officer to oversee the different departments
- Must be a creation of local law

Overview of Town Government

- **Manager – Town Council** - Under a town manager—town council form of government, the town council acts as a legislative body.
- Executive functions are performed by the appointed manager.
- The mayor may chair the town council, but lacks any special legislative powers.
- The mayor and town council serve part-time, with day-to-day administration in the hands of the professional city manager.

City and Town Charters

- The charter is a legal document that governs a city or town
- The charter defines the organization, powers, functions and essential procedures of the city or town's government
- Not every city and town in the State of Connecticut has a charter

City and Town Charters

- The state legislature allows towns to develop their own Charters for local governance by way of local legislation, or indirectly under a general municipal corporation law following a referendum vote of the proposal by the affected population
- CGS 7-192a governs what a charter can or cannot do

Special Acts

- The state legislature has also passed Special Acts to determine the governance of towns. A Special Act is "[a] law that has a limited application or is of limited duration, not incorporated into the Connecticut General Statutes."
- A Special Act may apply to a charter, the creation of a task force or study, and bond authorizations, among other unique things.

Ordinance

- An ordinance is a rule or law enacted by local government
- Examples of ordinances include those dealing with planning and zoning, health, fire and police, etc.
- Questions about charters or ordinances should be referred to the town attorney

Home Rule

- Home rule involves the authority of a local government to prevent state government intervention with its operations. The extent of its power, however, is subject to limitations prescribed by our state constitution and statutes.

Home Rule

CONNECTICUT CONSTITUTION ARTICLE TENTH. OF HOME RULE.

SEC. 1. The general assembly shall by general law delegate such legislative authority as from time to time it deems appropriate to towns, cities and boroughs relative to the powers, organization, and form of government of such political subdivisions. The general assembly shall from time to time by general law determine the maximum terms of office of the various town, city and borough elective offices. After July 1, 1969, the general assembly shall enact no special legislation relative to the powers, organization, terms of elective offices or form of government of any single town, city or borough, except as to (a) borrowing power, (b) validating acts, and (c) formation, consolidation or dissolution of any town, city or borough, unless in the delegation of legislative authority by general law the general assembly shall have failed to prescribe the powers necessary to effect the purpose of such special legislation.

SEC. 2. The general assembly may prescribe the methods by which towns, cities and boroughs may establish regional governments and the methods by which towns, cities, boroughs and regional governments may enter into compacts. The general assembly shall prescribe the powers, organization, form, and method of dissolution of any government so established.

Regional Councils of Governments in CT

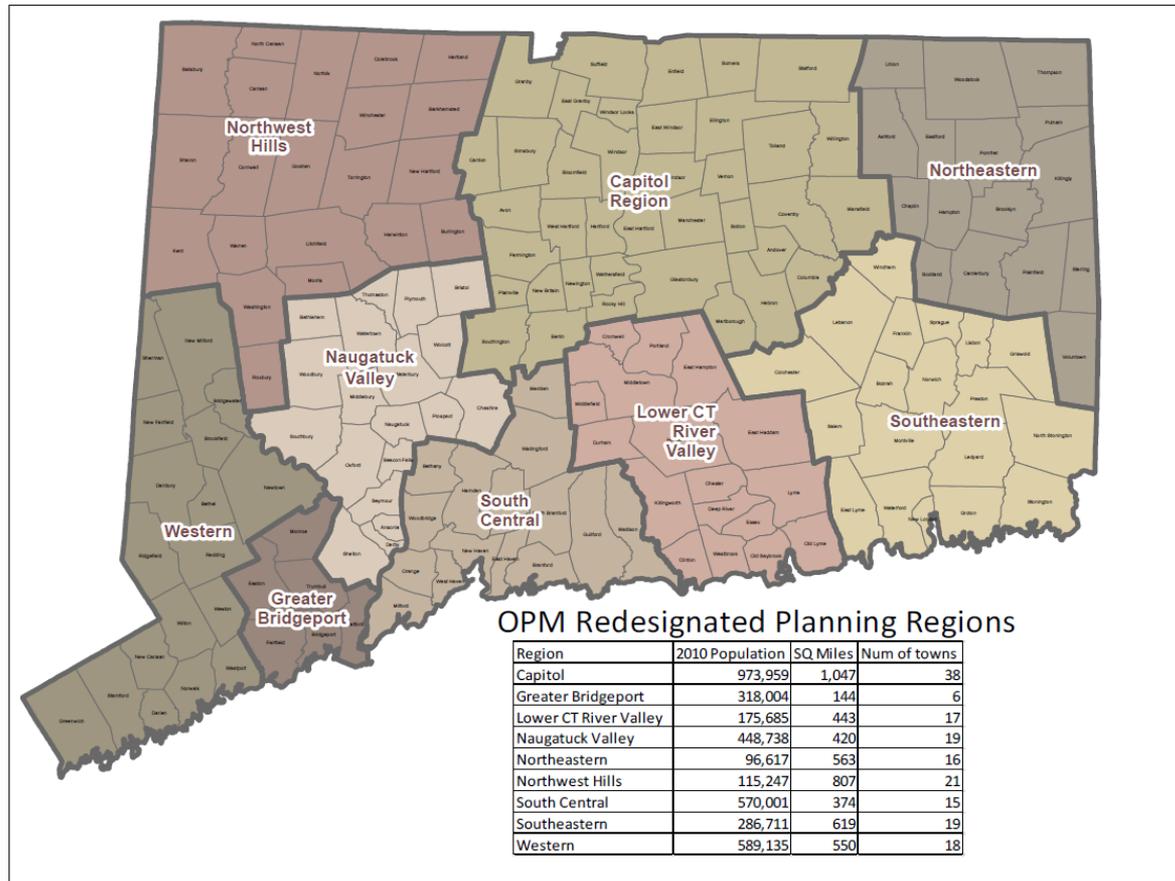
Regional Councils of Government (RCOGs)

- State statutes authorize the secretary of the Office of Policy and Management (OPM) to designate or re-designate the boundaries of logical planning regions, clustering together towns with similar demographics.
- Member municipalities of each planning region are authorized under separate state statutes to establish a formal governance structure known as a regional council of governments (RCOG).

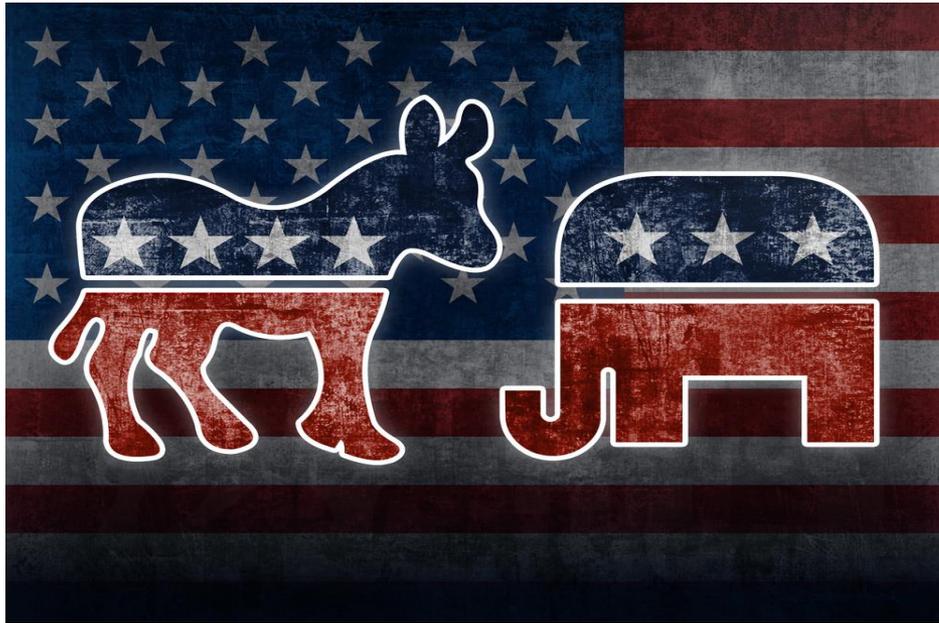
Regional Councils of Governments

- The RCOGs have no current role in election administration.
- The authority of RCOGs is limited to land use policymaking, infrastructure development, emergency preparedness, and long-term planning for population and economic changes for the communities within their respective jurisdiction.
- The RCOGs have no taxing authority; they are financed by funds from the state and member towns.

Regional Councils of Governments in CT



Connecticut Political Parties



Connecticut Political Parties

- Major Party–
 - a political party or organization whose candidate for Governor at the last-preceding election for Governor received, under the designation of that political party or organization, at least 20% of the whole number of votes cast for all candidates for Governor,
or
 - a political party having, at the last-preceding election for Governor, a number of enrolled members on the active registry list equal to at least 20% of the total number of enrolled members of all political parties on the active registry list in the state.
- Connecticut's major parties are Connecticut Democratic Party and the Connecticut Republican Party.

Connecticut Political Parties

- Each major political party has a State Central Committee, made up of elected committee members as well as ex-officio committee members (usually elected officials and representatives of major constituencies), which in turn elects a chair.

Connecticut Political Parties

- Town Committees
 - Democratic and Republican Parties have established Town Committees
 - Town Committees play a role in the nomination process for federal, state and local candidates
 - They are party supporters and work to get people out to the polls

Connecticut Political Parties

- State Central and Town Committees often coordinate campaign activities within their jurisdiction, oversee local conventions or caucuses, adopt party rules, and have a role in nominating candidates for elected office under state law.

Connecticut Political Parties

- **What is the definition of a minor party?**
 - Connecticut General Statutes Sec. 9-372(6) defines minor party to mean, "a political party or organization which is not a major party and whose candidate for the office in question received at the last-preceding regular election for such office,...at least one percent of the whole number of votes cast for all candidates for such office at such election." (Emphasis added).

Connecticut Political Parties

- Both the Democratic and Republican Parties follow the same two-step nomination process for candidates – which may include a caucus, a town committee meeting or conventions where delegates vote
- If a candidate receives 15% of any delegate vote at a party convention, or if a candidate successfully and properly petitions then a primary will occur
- May nominating meetings and August primaries occur in even numbered years; July nominating meetings and September primaries occur in municipal election years

Connecticut Political Parties

- Any candidate can force and qualify for a primary by reaching one of two relatively low thresholds:
 - 15% of convention (multi-town) votes on any roll call (but not at caucuses or committee meetings) or
 - by petition, i.e. by collecting signatures of a certain percentage of registered party members, 2% for Congressional and statewide offices and 5% for all other offices

Connecticut Political Parties

- Connecticut Primaries – the parties have discretion over the eligibility of unaffiliated voters to vote
- Currently both parties allow only those registered in the respective party to vote in the primary (which comes from their party rules)

Applicable Federal Laws

- The **Voting Rights Act of 1965** is a landmark piece of national legislation in the United States that outlawed discriminatory voting practices. In addition, it requires States to offer election materials in languages other than English.
- The **National Voter Registration Act of 1993 (NVRA)** was passed to increase voter participation. It requires state governments to allow for registration when a qualifying voter applies for or renews their driver's license or applies for social services.
- The **Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)** requires that all states allow certain U.S. citizens (overseas and military) to register to vote and to vote by absentee ballot in federal elections.

Applicable Federal Laws

- The **Help America Vote Act** requires all states to: (1) replace punchcard and lever-based voting systems; (2) create a centralized voter registration system; and (3) to establish other minimum election administration standards.
- The **Military and Overseas Voter Empowerment (MOVE) Act** provides greater protections for service members, their families and other overseas citizens.

Voting Rights Act of 1965

- The **Voting Rights Act of 1965** outlawed discriminatory voting practices. The Act prohibited states from imposing any "voting qualification or prerequisite to voting, or standard, practice, or procedure ... to deny or abridge the right of any citizen of the United States to vote on account of race or color."
- Congress intended the Act to outlaw the practice of requiring otherwise qualified voters to pass literacy tests in order to register to vote, a principal means by which southern states had prevented African-Americans from exercising the franchise.
- The Act established extensive federal oversight of elections administration,
- Congress has amended and extended the Act several times since its original passage, the most recent in 2006.

National Voter Registration Act (NVRA)

- Congress enacted the National Voter Registration Act of 1993 (also known as the "NVRA" and the "Motor Voter Act")
- Purpose is to enhance voting opportunities for every American.
- The Act has made it easier for all Americans to register to vote and to maintain their registration.

National Voter Registration Act (NVRA)

- The NVRA allows the Department of Justice to bring civil actions in federal court to enforce its requirements.
- The Act also gives the responsibility to the Federal Election Commission (FEC) to provide States with guidance on the Act, to develop a national mail voter registration form, and to compile reports on the effectiveness of the Act.
- An amendment in the Help America Vote Act of 2002 transferred the FEC's responsibilities under the Act to the Election Assistance Commission.

Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)

- **The Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)** is a federal statute, enacted by Congress in 1986, which requires that states and territories allow certain groups of citizens to register and vote absentee in elections for federal offices. The protections of UOCAVA apply to: (1) members of the uniformed services on active duty who, because of their membership in the service, are absent from their place of residence, and are otherwise qualified to vote; (2) the spouses and dependents of these uniformed services voters who are absent with them; and (3) qualified voters who are absent from the United States, whether they are civilians or in the uniformed services.

Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)

- Under UOCAVA, a qualified voter, in elections for federal office, in the state in which they are qualified to vote must be
 - (1) permitted to register to vote and to request an absentee ballot;
 - (2) sent an absentee ballot early enough, in most cases by the 45th day before the election, to give the person time to receive it, vote it, and send it back, if you requested it by the deadline;
 - (3) permitted to request and receive their voter registration form, absentee ballot request, and blank absentee ballot electronically;
 - (4) permitted to cast a Federal Write-In Absentee Ballot under certain conditions;
 - (5) provided with free access to a tracking system that tells them whether their ballot has been received by the appropriate state election official; and
 - (6) able to submit otherwise-valid voted ballots even if they are not notarized, and even if they are printed on a nonstandard paper size or sent in a nonstandard type envelope.

Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)

- The **Federal Write-In Absentee Ballot (FWAB)** is an official blank write-in ballot that all UOCAVA voters can use if they have made a timely request for an absentee ballot from the state or town in time to send it back by their state's deadline. UOCAVA now requires states to accept these ballots in all elections for federal office. If a qualified service member also receives a regular absentee ballot after having already sent in a FWAB, the FVAP recommends that the service member vote that ballot and send it in. A state will only count one of the ballots.
- The FWAB is the last alternative if no other ballot arrives.

Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)

- Under UOCAVA, if a municipality is late in mailing absentee ballots to soldiers, under Section 105 of UOCAVA, the Attorney General is authorized to bring civil actions to enforce UOCAVA requirements.
- DOJ's consequences can be severe if ballots are not sent to qualified service members in a timely manner—court orders, extending deadlines for counting past Election Day, permanent changes to state laws, etc.

Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)

- UOCAVA was amended in 2002 by the **Help America Vote Act**, the **National Defense Authorization Act of 2002**, and the **Defense Authorization Act for FY2005**. The main provisions of the law require states to do the following:
 - Permit absent uniformed services voters, their spouses and dependents, and overseas voters who no longer maintain a residence in the U.S. to register absentee (overseas voters are eligible to register absentee in the jurisdiction of their last residence) and to vote by absentee ballot in all elections for federal office (including general, primary, special, and runoff elections).

Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)

- **UOCAVA also requires states** to accept and process any valid voter registration application from an absent uniformed services voter or overseas voter if the application is received not less than 30 days before the election. The Help America Vote Act amended that section of the law to require a state to provide to a voter the reasons for rejecting a registration application or an absentee ballot request.
- The law also stipulates that voting materials be carried “expeditiously and free of postage.”

Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)

UOCAVA has a number of recommendations:

- States accept the Federal Post Card Application (FPCA) from uniformed services voters, their spouses and dependents, and overseas voters to allow for simultaneous absentee registration and to request an absentee ballot. While all states and territories accept the FPCA, some require that a voter submit the state registration form separately in order to be permanently registered
- waive registration requirements for military and overseas voters who do not have an opportunity to register because of service or residence;
- send registration materials, along with an absentee ballot to be returned simultaneously, if the FPCA is not sufficient for absentee registration;
- expedite the processing of voting materials;
- permit any required oath to be administered by a commissioned officer in the military or by any official authorized to administer oaths under federal law or the law of the state where the oath is administered;
- assure mailing absentee ballots to military and overseas voters at the earliest opportunity; and
- provide for late registration for persons recently separated from the military.

Help America Vote Act (HAVA)

The **Help America Vote Act of 2002** or **HAVA**:

- replaces punchcard and lever-based voting systems;
- created the Election Assistance Commission to assist in the administration of Federal elections; and
- established minimum election administration standards.
- HAVA mandates that all states and localities upgrade many aspects of their election procedures, including their voting machines, registration processes and poll worker training.

Help America Vote Act (HAVA)

HAVA also:

- amends UOCAVA to require states to report the number of ballots sent to uniformed services and overseas voters and the number returned and cast in the election; and
- amends UOCAVA to require the Secretary of Defense to ensure that state officials are aware of the requirements of the law and to prescribe a standard oath for voting materials to be used in states that require such an oath.
- guarantees state residency for military personnel who are absent because of military duty

Help America Vote Act (HAVA)

- established the rules for Provisional Balloting in federal elections and mandated additional identification at the polls for specific voters in federal elections.
- required each state to develop a single, uniform, interactive, computerized statewide voter registration system maintained by the state elections agency.

Help America Vote Act (HAVA)

- provided for grants, administered by the EAC, for research and development to improve voting technology. (Note: CT received one of these grants a few years ago to help UConn develop an independent machine-based ballot-auditing system to eventually replace the State's post-election manual audits.)

Military and Overseas Voter Empowerment Act (MOVE)

Military and Overseas Voter Empowerment (MOVE) Act

- The MOVE Act, passed by Congress in 2009, provides greater protections for service members, their families and other overseas citizens.
- Among other provisions, the MOVE Act requires states to transmit validly-requested absentee ballots to UOCAVA voters no later than 45 days before a federal election, when the request has been received by that date, except where the state has been granted an undue hardship waiver approved by the Department of Defense for that election.

Laws Relating to the Elderly, Handicapped or Disabled

- The **Voting Accessibility for the Elderly and Handicapped Act of 1973 (amended in 1984)**, was passed to promote the fundamental right to vote by improving access for handicapped and elderly individuals to registration facilities and polling places for federal elections by requiring access to polling places used in federal elections and available registration and voting aids, such as instructions in large type.
- Title II of the **Americans with Disabilities Act of 1990 (ADA)** requires that all public entities make "reasonable modifications to rules, policies, or practices" to ensure nondiscrimination of the disabled in the programs, services, and activities of state and local governments.

Landmark Court Cases

- *Shelby County v. Holder*
- *Tashjian v. Republican Party of Connecticut*
- *Munster v. Gejdenson*

Shelby County v. Holder

- *Shelby County v. Holder* challenged the constitutionality of the preclearance provisions of the Voting Rights Act

Shelby County v. Holder

- The preclearance provisions were designed to prevent discrimination in voting by requiring all state and local governments with a history of voting discrimination to get approval from the federal government before making any changes to their voting laws or procedures, no matter how small

Shelby County v. Holder

- The Court held in a 5-4 decision that Section 4 of the Voting Rights Act is unconstitutional.
- Section 4 sets the formula used to determine which states and local governments must comply with Section 5's preapproval requirement

Shelby County v. Holder

- Thus, the US Supreme Court did not invalidate the principal that preclearance can be required but Section 5 was effectively nulled by the decision and will require Congress to enact a new statute to determine who should be covered by it

Tashjian v. Republican Party of Connecticut

- In *Tashjian v. Republican* the United States Supreme Court determined that Connecticut's closed primary law was unconstitutional.

Tashjian v. Republican Party of Connecticut

- The Republican Party of Connecticut wanted to allow unaffiliated to vote in the Republican primary if they so chose.
- The problem with this closed primary law was that it prevented the Republican Party from allowing unaffiliated “registered voters not affiliated with any party to vote in Republican primaries for federal and statewide offices.”

Tashjian v. Republican Party of Connecticut

- Because the Republican Party of Connecticut was not able to choose who it wanted to vote in the primary, the United States Supreme Court, in a 6-3 decision, stated that the closed primary law in Connecticut “impermissibly burdens the right of the Party and its members protected by the First and Fourteenth Amendments” and ruled the law unconstitutional

Munster v. Gejdenson

- In November 1994, Sam Gejdenson, a seven-term Democratic Congressman from eastern Connecticut, was declared the victor over his Republican opponent, Edward W. Munster -- by four votes out of 186,000 cast

Munster v. Gejdenson

- Munster contested the results and took the case to the state Supreme Court
- The state's highest court ordered a recount, but in the end Gejdenson won by 21 votes.
- Munster asked Congress to order a new election, before dropping his challenge

Munster v. Gejdenson

- The Case is significant for a number of reasons, including:
 - In the recount the function of the Supreme Court was to determine, to extent reasonably possible, intent of voter in making marks that he or she made on ballot, in light of all available evidence disclosed by ballot, not to determine whether voter strictly complied with ballot instruction for voting. Conn. Gen. Stat. Sec. 9-323.

Registrar of Voters



**You Get
What You
Vote For!**

**So Quit
Complaining
And Vote!**

Remember to vote November 4th