

**Secretary of State Equipment Certification Advisory Committee**

(A.R.S. § 16-442)

Virtually via Zoom

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**FINAL COPY**

**Meeting Minutes of May 17, 2024**

**I. Call to Order**

Acting Chair Peter Silverman, Senior Counsel, Zwilling Wulkan, called the meeting to order at 1:34 p.m.

**II. Welcome & Roll Call**

**Committee Members Present:**

Michele Forney  
Peter Silverman, ESQ.  
Dr. Michael Marcellin

**Committee Staff Present:**

Renada Fisher – Deputy State Election Director & Staff  
Tanner Robinson – Elections Constituent Services Manager & Staff  
Karen Hartman-Tellez – Assistant Attorney General

Approximate Zoom Viewership: 11

**Committee Members Absent:**

None

**Committee Staff Absent:**

None

**Political Party Observers:**

None

### **III. Introductions**

Acting Chair Silverman introduced the committee members, Secretary of State's Office staff, and Election Systems & Software, LLC (ES&S) staff who joined the meeting.

### **IV. Discussion and possible action on Chairperson**

The Acting Chair described the need for a new committee Chair, noting he was happy to fill the role if no other nominations were offered.

Ms. Michele Forney, Senior Election Expert, The Elections Group motioned that the committee nominate Peter Silverman as committee Chair. Dr. Michael Marcellin, Regents Professor, University of Arizona, seconded the motion, and the motion was carried unanimously.

#### **Votes:**

Ms. Forney: Yes  
Mr. Silverman: Yes  
Dr. Marcellin: Yes

Ayes 3  
Nays: 0  
N/A: 0

Mr. Silverman was selected as committee Chair.

### **V. Discussion and possible action on Meeting Minutes for September 13, 2023**

Chairman Silverman asked for discussion from the committee. No discussion was heard.

Dr Marcellin motioned that the committee approve the previous meeting minutes dated September 13, 2023. Ms. Forney seconded the motion, and the motion was carried unanimously.

#### **Votes:**

Ms. Forney: Yes  
Chairman Silverman: Yes  
Dr. Marcellin: Yes

Ayes: 3  
Nays: 0  
N/A: 0

The previous meeting minutes were approved.

**VI. Discussion and possible action on Voting Equipment Application for Certification of the following Engineering Change Orders: 1154, 1156, 1162, 1174, 1177 and 1178 from Election Systems & Software, LLC (ES&S)**

The Chairman offered ES&S staff the chance to talk about the application.

Ms. Sarah Herman, State Certification Manager, ES&S, described the Engineering Change Orders (ECO)s up for certification, noting that ECO 1162 is a ballot bin change, adding handle support, 1156 is associated with the DS950, making changes to output trays getting stuck. She continued, noting that ECO 1154 modifies usability for DS300 ballot boxes, 1174 refers to an update to the DS300 thermal printer door, allowing for better opening and closing of the door, and added that the ECO prevents deformation of printing paper. She finished with describing ECO 1177 and 1178, which offer end of life solutions regarding printing functionality for voting equipment, because previously used printers can no longer be used with it.

She answered a question from the Chair, noting the U.S. Election Assistance Commission (EAC) did certify the last two ECOs.

No further discussion was heard.

Chairman Silverman motioned that the committee recommend to the Secretary that application for Engineering Change Orders 1154, 1156, 1162, 1174, 1177 and 1178 from Election Systems & Software, LLC be approved. Ms. Forney seconded, and the motion was carried unanimously.

**Votes:**

Ms. Forney: Yes  
Chairman Silverman: Yes  
Dr. Marcellin: Yes

Ayes: 3  
Nays: 0  
N/A: 0

The application was approved for recommendation to the Secretary of State.

**VII. Call to the Public (Public Comments) – Please note: the committee may not discuss items that are not on the agenda. Therefore, action taken as a result of public comment will be limited to directing study of the matter or scheduling the matter for further consideration and decision at a later date. Public comments may be sent to elections@azsos.gov, with the subject line: Equipment Certification. Comments are limited to no more than 500 words per member of the public and must be received by 5:00 PM MST, May 17, 2024 to be included in the record. Comments will not be read at the meeting.**

No public comments were received.

### **VIII. Discussion and possible action on upcoming meeting schedule**

The Chair asked if requests for future meetings have been made by equipment vendors.

Ms. Renada Fisher, Deputy State Election Director, Secretary of State's Office, mentioned a future meeting to approve this meeting's minutes.

Secretary of State's Office staff will reach out to the committee for future follow up.

### **IX. Adjournment**

Ms. Forney motioned that the committee adjourn. Dr. Marcellin seconded the motion, and the motion was carried unanimously.

#### **Votes:**

Ms. Forney: Yes

Chairman Silverman: Yes

Dr. Marcellin: Yes

Ayes: 3

Nays: 0

N/A: 0

The meeting was adjourned at 1:44 p.m.