

Senate

COMMITTEE ON GOVERNMENT AGENCIES

Minutes of Meeting - January 21, 1975

The first meeting of the Committee on Government Agencies was held on January 21, 1975 at 2:45 p.m.

Committee members present: Chairman James Gibson
Lee Walker
Carl F. Dodge
Mary Gojack
Margie Foote
Norman Ty Hilbrecht
Jack Schofield

Also present:

Cliff Young, Senator
Robert Warren, New League of Cities
Jack Mitchell, City of North Las Vegas
Debbie Driggs, Intern

Chairman Gibson called the meeting to order at 2:45 p.m. The first order of business was a review of the Committee Rules. Each item was discussed and the committee informed that an Agenda for the week would be made up to help keep committee members informed of meetings so they could adjust their schedules accordingly.

Chairman Gibson felt that the minutes should be taken in a skeleton form (unless verbatim transcription was requested) but motions, seconds, and voting action would be documented in its entirety.

Senator Hilbrecht discussed item no. 6 and felt that it would be better to amend it to read, "Committee bill introduction will be only by a majority of the entire committee approval". This motion was seconded by Senator Gojack.

The voting went as follows: Yea's Sens. Hilbrecht, Gojack and Foote. Na's. Sens. Gibson, Walker, Dodge and Schofield. Therefore the Na's carried the majority and Item No. 6 would stand as is.

Senator Gojack discussed item no. 7 with regards to the retention of tapes. It was felt that the tapes could be very valuable in making sure that anyones comments and o pinions were not misunderstood.

Senate

Government Affairs
Minutes of Meeting #1
January 21, 1975
Page 2

Senator Dodge suggested it would be a good idea to keep the tapes as an accurate system to identify people who testify and provides a complete record on the voting of bills. Senator Dodge also commented that there was a point where the tapes could come home to "haunt" you, i.e. comments taken out of context.

Chairman Gibson understood that this was somewhat of a problem but also realized that the transcription of verbatim tapes is a virtually impossible task. The main items to get are the opinions and names of those testifying and complete records of the voting system.

Discussion followed on various pro's and con's on the transcription of tapes and their retention.

Chairman Gibson assured the committee members that this matter was a concern to all and would be discussed in the Functions committee. It would be best to wait until they have met before we have further discussion.

Senator Dodge moved that we adopt the remainder of the Committee Rules as recommended by Chairman Gibson. Motion was carried.

Chairman Gibson then went over the format for introduction of bills and the intent of the committee in handling these pieces of legislation.

Senator Hilbricht felt that discussion of all bills coming before the Senate would be invaluable. He felt if we could discuss and dispose of these bills in one meeting before they are presented it would be a great time saver for everyone.

Chairman Gibson then spoke on the relationship we should develop between the Assembly and Senate. As in the past we developed good rapport which has been advantageous in setting up joint hearings without conflicting time schedules.

Senator Hilbricht felt it would be most advantageous to have joint hearings at least once a week if possible.

Senator Dodge felt that joint hearings would be good in one respect but felt that it could possibly inhibit witnesses in their testimony.

Senate

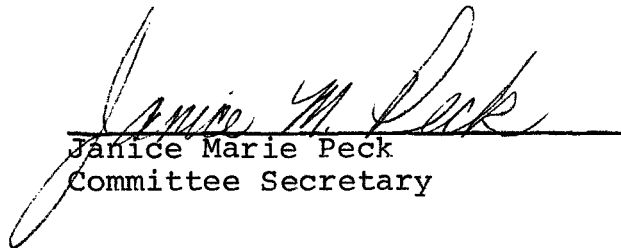
Government Affairs
Minutes of Meeting #1
January 21, 1975
Page 3

Chairman Gibson said he would explore the possibilities of setting up such a meeting with Assemblyman Dini and report his findings.

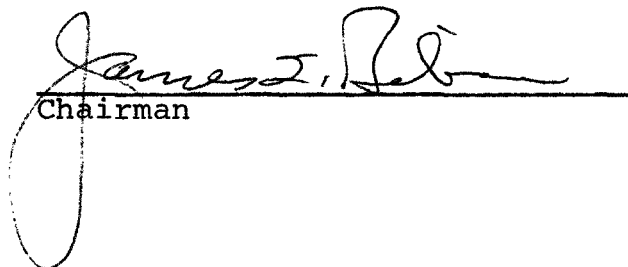
Chairman Gibson concluded the meeting with the hope that there would be interest and involvement on all the committee members and that anyone who wanted to be a spokesman for a particular bill would contact him.

As there was no further business the meeting was adjourned.

Respectfully Submitted,


Janice Marie Peck
Committee Secretary

Approved by:


Chairman

COMMITTEE RULES - 58th Session

GOVERNMENT AFFAIRS COMMITTEE

1. Four members constitute a quorum of the committee.
2. Motions will be moved, seconded, and passed by a simple majority of those present, except that definite action ("Do Pass" or "Hold") on a bill will require a majority of the entire committee.
- 3 . In order to reconsider previous actions taken, an affirmative vote of 5 members of the committee will be required. However a majority may allow the hearing of new evidence or information which would be pertinent to the determination of whether or not a matter or an action should be reconsidered.
4. Mason's Manual will be followed as to parliamentary procedure.
5. Any member of the committee may request an item on the agenda by contacting the committee chairman a day ahead of the committee meeting.
6. Committee bill introduction will be only by unanimous approval of the committee members present. Committee introduction does not imply in any way a commitment on the part of any committee member to support the bill introduced.
- 7 . Motions for action by the committee, to dispose of any matters before it, will be taken only at the call of the chairman. Such votes will be recorded in the minutes of the meeting.

ADOPTED: January 21, 1975

EA Election Administration Bulletin

Published Quarterly
February 1974

WM. SWACKHAMER
Secretary of State
Capitol Building
Carson City, Nevada 89701

An as yet little known but significant part of the Federal Election Campaign Act of 1971 is directed toward the work and activities of a highly important group of public administrators - those charged with administering elections in the United States.

The Act directs the Comptroller General of the United States to act as a Clearinghouse on Election Administration to "enter into contracts for the purpose of conducting independent studies of the administration of elections."

Although the Clearinghouse has been in existence for only a little over a year, we have already begun to develop insights into areas that may prove to be of increasing importance to the improvement of elections in this country. However, without a means of publicizing our work - and likewise what election administrators throughout the country are doing - not much will come of these efforts.

That is the reason for this quarterly bulletin - to keep as many state, county and city election administrators aware of the activities of the Clearinghouse. As Mr. Phillip S. Hughes, former Director of the Office of Federal Elections and now Assistant Comptroller General of the United States, put it:

"We decided at the onset that to effectively administer the Federal Election Act, it would be necessary to obtain the broadest possible awareness, understanding, and support of the new legislation by affected individuals or groups and by the public at large."

This bulletin is a reflection of that philosophy.

In this initial issue of the Bulletin we are providing brief descriptions of the studies that the Clearinghouse is currently undertaking. These studies are focused on providing the type of information which, hopefully, should help you perform your job more effectively and at less cost.

U.S. GENERAL ACCOUNTING OFFICE / OFFICE OF FEDERAL ELECTIONS

The following project reports will be made available upon request. At the same time, we welcome your suggestions as to future projects and the type of information you would like to see in the Bulletin.

RESEARCH PROJECTS

Analysis of Election Administration Problems in Seven Selected Areas

This first study completed by OFE in January of 1973, was an analysis of election administration problems in Alameda County, California; Los Angeles County, California; Cuyohoga County, Ohio; Hamilton County, Ohio; Summit County, Ohio; Multnomah County, Oregon; and Detroit, Michigan. In addition to outlining how elections are administered in each of the above jurisdictions, the final report determined those common factors causing election difficulties and made a series of recommendations to improve the administration of elections in all jurisdictions.

Survey of State and Local Election Boards

This study (to be completed March 1, 1974) will provide a data base on all election boards having a role in administering Federal elections. The study covers a wide range of subject matter including basic election office structure and duties of election personnel, training of election officials, voter registration systems and equipment, election office budgets, and finally, election-related problems encountered by election administrators. The OFE has had a 72 percent response to the study questionnaire mailed on August and September of 1973. With this large a response rate, it should be possible to make more definitive statements about the nature of election administration in the United States. We would like to thank all

those officials who spent much of their time in completing questionnaires.

Voter Registration Systems

With many jurisdictions considering the installation of automated voter registration systems, this study takes on increasing importance. A sample survey of various types of automated and manual systems over a broad spectrum of geographic and population ranges will be made. This study will develop a series of recommendations for those jurisdictions changing to automated systems as well as spell out the advantages and disadvantages of each type of system currently in use. Also to be included will be a procurement design model for the acquisition of automated equipment including how to draw up specifications, advertise for bids, evaluate proposals, and to award and administer contracts. This report is due for completion April 1, 1974.

Election Machinery

Perhaps the most crucial decision made by election administrators is the purchase of vote recording and counting equipment. With the proliferation of equipment and the horror stories told by some officials, it is difficult for election administrators to select the best equipment for their particular jurisdiction. More importantly, the expense and time necessary for evaluating machinery often make it prohibitive for election officials to test each type of device. This study will provide officials with a general source document containing descriptions, analyses, and comparisons of currently available voting equipment including manual, lever, punch card, and optical-scan systems. The primary purpose of the report will be to develop methods whereby election administrators can evaluate their present needs and limitations and compare those factors with characteristics of each type of voting system (cost, ease of use,

capacity, adaptability, etc.) resulting hopefully, in a compatible match between the jurisdiction's needs and the machinery's characteristics. This report will be completed in May of 1974.

Absentee Registration and Voting

With voters increasingly using the absentee ballot, a study of absentee laws and procedures is of prime importance. The study will consist of two theoretically distinct but related phases: a legal analysis of the relationship between Federal absentee laws and state laws and regulations, and an analysis of the processes by which absentee voters are registered and absentee ballots are printed, distributed, cast, tabulated, and verified. This study will be completed in September of 1974.

Computers and Vote Fraud

In conjunction with the Institute for Computer Sciences and Technology of the National Bureau of Standards, OFE will soon begin a study of the use of the computer in elections with two objectives in mind: (1) to assure the accuracy and security of the vote tallying process when that process employs automatic digital processing, and (2) to provide information to election officials about new and forthcoming technological developments involving computers so that those officials may make more effective decisions about the purchase or use of vote counting machinery. This report should be ready for distribution in the Winter of 1974.

HOW TO OBTAIN COPIES

Copies of Clearinghouse project reports will be provided free of charge to election officials and can be ordered by telephoning or writing to:

The Office of Federal Elections
 U.S. General Accounting Office
 441 G Street, N.W.
 Room 6510
 Washington, D.C. 20548

202-386-3921

9c

AN EQUAL OPPORTUNITY EMPLOYER

**UNITED STATES
GENERAL ACCOUNTING OFFICE
WASHINGTON, D.C. 20548**

**OFFICIAL BUSINESS
PENALTY FOR PRIVATE USE, \$300**

**POSTAGE AND FEES PAID
U. S. GENERAL ACCOUNTING OFFICE**



FIRST CLASS