

**State Board of Election Supervisors Meeting Minutes  
January 22, 2020**

The January 22, 2020 meeting of the State Board of Election Supervisors was called to order at the State Capitol, Baton Rouge, Louisiana in House Committee Room 5 at 11:04 a.m.

Chairman Ardoin, called the meeting to order, and Patricia Daigle was acting secretary.

The following members were present: Kyle Ardoin, Secretary of State; Sherri Hadskey, Commissioner of Elections; Erin Day, Attorney General's Office; Dwayne Wall, Registrars of Voters Association; Robin Hooter, Clerks of Court Association; and Joe Bishop, Police Jury Association.

Mr. Bishop moved to approve the minutes of the February 14, 2019 meeting and Ms. Day seconded the motion. Without objection, the February 14, 2019 meeting minutes were approved.

Merietta Norton, General Counsel, Louisiana Secretary of State, presented recommendations for proposed legislation to the board.

**NUMBER 1:**

EXPLANATION: Requires the secretary of state to prepare an hour of education and training on cybersecurity to be completed on an annual basis by the registrars and their employees and the clerks and their employees who have user credentials through the secretary of state.

Erin day requested a technical change to add a comma after "clerks" A(2).

Sherri Hadskey moved to approve Item 1 as amended and Robin Hooter seconded the motion. Item Number 1 was approved.

**NUMBER 2:**

EXPLANATION: Requires only one witness on the registration application when the registrant signs the registration application with his mark. This makes it easier for NVRA agencies to accept registration applications from registrants who require assistance to register to vote.

Joe Bishop moved to approve Item Number 2 and Robin Hooter seconded the motion. Item Number 2 was approved.

NUMBER 3:

EXPLANATION: Provides that a physician's assistant or nurse practitioner can provide a certificate relating to the disability of a voter to allow the voter to receive assistance and adds to the list of persons who can certify disability and makes it easier for disabled voters to receive assistance in voting.

Erin day moved to approve Item Number 3 and Sherri Hadskey seconded the motion. Item Number 2 was approved.

NUMBER 4:

EXPLANATION: Deletes the requirement for a registrant to vote in person the first time if the registrant registered to vote by mail in a new parish and was registered to vote in another parish and previously voted in the other parish. The registrant has previously been verified and should not be required to vote in person in the new parish where he is registered to vote.

Robin Hooter moved to approve Item Number 4 and Sherri Hadskey seconded the motion. Item number 4 was approved.

NUMBER 5:

EXPLANATION: Allows the registrar's office to be located in a public facility within the parish and deletes the requirement for the office to be in close proximity to the courthouse to give the parish governing authority more flexibility when providing office space for the registrar's office.

Joe Bishop moved to approve Item Number 5 and Sherri Hadskey seconded the motion. Item number 5 was approved.

NUMBER 6:

EXPLANATION: Provides that the electronic mail address of a candidate who is currently running for office is not confidential so the candidate can be contacted by electronic mail during his campaign for public office.

Robin Hooter moved to approve Item Number 6 and Sherri Hadskey seconded the motion. Item number 6 was approved.

NUMBER 7:

EXPLANATION: Authorizes the registrar of voters to approve a registration if the registrar of voters determines that the registration was not processed correctly or reinstate the registration if it was canceled through error of the registrar of voters.

Sherri Hadskey moved to approve Item Number 7 and Robin Hooter seconded the motion. Item Number 7 was approved.

NUMBER 8:

EXPLANATION: Changes the name of the “cards of instruction” that are prepared by the secretary of state to “voters’ bill of rights posters” which are posted where voting is taking place. The posters provide additional information as required by the Help America Vote Act (52 U.S.C. §21082(b)).

Erin Day moved to approve Item Number 8 and Sherri Hadskey seconded the motion. Item Number 8 was approved.

NUMBER 9:

EXPLANATION: Changes the list of watchers for an independent or other party to a list of watchers for a slate of candidates for presidential elector that are not affiliated with a recognized political party to make the language consistent with R.S. 18:1254.

Robin Hooter moved to approve Item Number 9 and Sherri Hadskey seconded the motion. Item Number 9 was approved.

NUMBER 10:

EXPLANATION: Provides that the candidate’s telephone number and electronic mail address, if available, are required on the notice of candidacy to give the clerk of court contact information so the clerk of court can let the candidate know if an objection to candidacy or election contest is filed and the candidate is a named defendant.

Sherri Hadskey moved to approve Item Number 10 and Joe Bishop seconded the motion. Item Number 10 was approved.

NUMBER 11:

EXPLANATION: Clarifies that the affidavit for an agent who is submitting a notice of candidacy on behalf of a candidate has to be signed by the candidate.

Chairman Ardoin suggested that the word “signed” be changed to signature in paragraph (c).

Sherri Hadskey moved to approve Item Number 11 as amended and Robin Hooter seconded the motion. Item Number 11 was approved as amended.

NUMBER 12:

EXPLANATION: Requires the parish governing authorities to provide and maintain at all times geospatial SHAPE files, if available, a suitable hard copy map showing the current geographical boundaries with designation of precincts, and a correct written legal description of the precinct geographical boundaries to make sure the information is updated at all times.

Sherri Hadskey moved to approve Item Number 12 and Joe Bishop seconded the motion. Item Number 12 was approved.

NUMBER 13:

EXPLANATION: Provides the documents that have to be submitted by the parish governing authorities for changes in configuration, boundaries or designation of election precincts; precinct mergers; and precinct changes and annexations to aid in the verification of the changes.

Chairman Ardoin suggested an amendment to change the “tenth business day” to 4 weeks.

Sherri Hadskey moved to approve Item Number 13 as amended and Joe Bishop seconded the motion. Item Number 13 was approved as amended.

NUMBER 14:

EXPLANATION: Changes the name of the “cards of instruction” that are prepared by the secretary of state to “voters’ bill of rights posters” which are posted where voting is taking place. The posters provide additional information as required by the Help America Vote Act (52 U.S.C. §21082(b)).

Sherri Hadskey moved to approve Item Number 14 and Robin Hooter seconded the motion. Item Number 14 was approved.

NUMBER 15:

EXPLANATION: Requires only one member of the parish board of election supervisors to execute the certificate on the envelope that contains the original signed list of

provisional voters, the flaps removed from the valid provisional ballots, and the attached registration documentation. The certificate currently only has a single signature line for one of the board member's signature.

Item Number 15 was removed from the recommendations without objection.

NUMBER 16:

EXPLANATION: Deletes the requirement to list the names of the presidential electors on the ballot to help with space limitations on the federal election ballot. The ballot will still list the names of the candidates for President and Vice President.

Sherri Hadskey moved to approve Item Number 16 and Robin Hooter seconded the motion. Item Number 16 was approved.

NUMBER 17:

EXPLANATION: Provides the procedure for posting notice when a proposition is canceled and the early voting ballot has been prepared or the election day ballot has been printed with the proposition on the ballot.

Chairman Ardoin proposed that Item Number 17 be placed in a separate bill.

Sherri Hadskey moved to place Item Number 17 in a separate bill and be removed from the omnibus bill. Robin Hooter seconded the motion. Item Number 17 was removed from the omnibus recommendations.

NUMBER 18:

EXPLANATION: Provides that an application to vote absentee by mail for a sequestered juror shall be received by the registrar of voters by noon on the day of the election to make the statute consistent with R.S. 18:1307.2(2).

Sherri Hadskey moved to approve Item Number 18 and Robin Hooter seconded the motion. Item Number 18 was approved.

NUMBER 19:

EXPLANATION: Provides that the registrar of voters may set the days of early voting at a branch office, upon approval of the secretary of state, so the secretary of state will know the location and days early voting is being held in the parish.

Sherri Hadskey moved to approve Item Number 19 and Robin Hooter seconded the motion. Item Number 19 was approved.

NUMBER 20:

EXPLANATION: Requires an early voting commissioner to be certified by the registrar of voters after taking a course of instruction so the commissioner can be trained on the procedures and equipment used for early voting that are not covered by the course of instruction for election day commissioners.

Robin Hooter moved to approve Item Number 20 and Sherri Hadskey seconded the motion. Item Number 20 was approved.

NUMBER 21:

EXPLANATION: Changes the name of the instructions that are prepared by the secretary of state to “voters’ bill of rights posters” which are posted by the registrars of voters where early voting is taking place. The posters provide additional information as required by the Help America Vote Act (52 U.S.C. §21082(b)).

Sherri Hadskey moved to approve Item Number 21 and Robin Hooter seconded the motion. Item Number 21 was approved.

NUMBER 22:

EXPLANATION: Changes the “early voting list” that is signed by the voter to the “early voting register” to address confusion with the list of people who voted early and to avoid calling two different lists by the same name.

Sherri Hadskey moved to approve Item Number 22 and Robin Hooter seconded the motion. Item Number 22 was approved.

NUMBER 23:

EXPLANATION: Provides that the registrar of voters and the secretary of state’s technicians generate a zero tally from each early voting machine and record the public and protective counter numbers for each voting machine and the registrar of voters and parish board seal the voting machines, which provides in the statute the current process for the preparation and sealing of the early voting machines.

Sherri Hadskey moved to approve Item Number 23 and Erin Day seconded the motion. Item Number 23 was approved.

#### NUMBER 24:

EXPLANATION: Provides that the parish custodian, in conjunction with the secretary of state, designates the time to seal the election day voting machines to make sure there is staff from the secretary of state's office present at the sealing of the voting machines.

Changes the reference to parish custodian to the secretary of state's technicians relating to the preparation and testing of the election day voting machines. Also clarifies that the parish board seals the election day voting machines and each candidate or representative, citizen or parish board member may review the test vote report of the voting machines.

Sherri Hadskey moved to approve Item Number 24 and Robin Hooter seconded the motion. Item Number 24 was approved.

#### NUMBER 25:

EXPLANATION: Allows the Secretary of State to have a designee approve the extraordinary election expenses for the registrars of voters and the clerks of court.

Sherri Hadskey moved to approve Item Number 25 and Joe Bishop seconded the motion. Item Number 25 was approved.

#### NUMBER 26:

EXPLANATION: Clarifies that the qualifying official shall be a proper party to an objection to candidacy. The statute still allows the secretary of state to intervene in an action objecting to candidacy in which the secretary of state was not the qualifying official.

Sherri Hadskey moved to approve Item Number 26 and Robin Hooter seconded the motion. Item Number 26 was approved.

#### NUMBER 27:

EXPLANATION: Deletes the requirement for the clerk of court to send notice by certified mail to the secretary of state when an action objecting to the calling of a special election, objecting to candidacy, contesting the certification of a recall petition, or contesting an election has been filed and allows the notice to be sent by electronic mail or facsimile.

Joe Bishop moved to approve Item Number 27 and Dwayne Wall seconded the motion. Item Number 27 was approved.

NUMBER 28:

EXPLANATION:

Provides a deadline of 4:30 p.m. four weeks prior to the date the qualifying period opens for submission of redistricting plans to the secretary of state to give the secretary of state enough time to work with the registrars of voters to implement the plans.

Sherri Hadskey moved to approve Item Number 28 and Robin Hooter seconded the motion. Item Number 28 was approved.

MISCELLANEOUS RECOMMENDATIONS (TITLE 18):

NUMBER 29:

EXPLANATION: Allows the clerk of court to summon law enforcement officers to the polling places on election day to preserve order, enforce the election laws or protect election officials from interference with the performance of their duties.

Allows law enforcement officers to enter the location where voting is taking place in the event of an emergency.

Erin Day requested a technical amendment to paragraph F.

Erin Day moved to approve Item Number 29 as amended and Sherri Hadskey seconded the motion. Item Number 29 was approved as amended.

NUMBER 30:

EXPLANATION: Clarifies that the acceptance of a notice of candidacy that meets the requirements of R.S. 18:463 by the secretary of state or the clerk of court is mandatory and ministerial and provides that the secretary of state or clerk of court do not have the discretion to judge the qualifications of a potential candidate.

Sherri Hadskey moved to approve Item Number 30 and Erin Day seconded the motion. Item Number 30 was approved.

NUMBER 31:

EXPLANATION: Prohibits sending absentee by mail ballots to the address of a political party; the residential, business or campaign address of a candidate, unless the address is for the candidate's ballot or the ballot of an immediate family member of the candidate;



or a business address, unless the business address is the mailing address on file with the registrar of voters or an address at which the person regularly receives mail to prevent multiple absentee by mail ballots from being sent to addresses where the registered voters are not located.

Joe Bishop moved to approve Item Number 31 and Dwayne Wall seconded the motion. Item Number 31 was approved.

#### NUMBER 32:

EXPLANATION: Provides that the time of a recount shall be set by the secretary of state, in conjunction with the registrar of voters and the clerk of court, which gives more flexibility to make sure the secretary of state has staff available to assist with the recount.

Changes the deadline for filing a request for a recount to the third day after the election to give more time for the registrar of voters and secretary of state's staff to prepare for the recount.

The board discussed adding the word "calendar day" before "third" in paragraph (b).

Erin Day moved to approve Item Number 32 as amended and Sherri Hadskey seconded the motion. Item Number 32 was approved as amended.

#### NUMBER 33:

EXPLANATION: Deletes the requirement for the clerk of court to send notice of citation by certified mail to a defendant and allows the clerk of court to notify the defendant of the pending action by telephone and electronic or regular mail. Due to the short time frame for setting hearings under the provisions of the Election Code, it is extremely difficult for the clerk of court to notify the defendant by certified mail and have delivery of the notice and citation accomplished prior to the hearing which is required to be held four days after the filing of the petition.

Robin Hooter moved to approve Item Number 33 and Sherri Hadskey seconded the motion. Item Number 33 was approved.

Chairman Ardoin asked for discussion regarding a separate bill allowing for early voting ballot processing on the Friday before the election.

Erin Day made a motion to adjourn and Sherri Hadksey seconded the motion.

The meeting adjourned.