

SHELBY COUNTY ELECTION COMMISSION
SPECIAL MEETING MINUTES
February 8, 2016

APPROVED

The Special Meeting of the Shelby County Election Commission was held on February 8, 2016 at 4:45 PM at the Election Operations Center, 980 Nixon Drive.

Meeting was called to order by Chairman Meyers. All Commissioners were present.

COEUR BUSINESS GROUP PRESENTATION

Dan McLean presented the process and methodologies implemented to create a list of requirements to be used to create an RFP for a new voter registration system. This was the final presentation to provide deliverables as stated in the RFQ. Mr. Young received digital copies of all materials.

Questions and discussion followed.

All Commissioners requested copies of the actual presentation.

Chairman Meyers requested of ITS representatives whether they had the resources to help the Election Commission to take this process forward through the RFP process. Ms. Wessels and Mr. Gentry agreed they would be involved in the RFP process. With this information, the Election Commission will provide the business needs, ITS will add the technical and then work with the county purchasing department to publish the RFP.

Action Item: Determine exact requirements and a defined process for a vendor to become Certified with the State.

ANNOUNCEMENTS:


The next Election Commission meeting is scheduled for Tuesday, February 16, 2016 at 4:00 p.m.

ADJOURNMENT

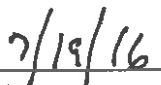
Meeting was adjourned.

Others in attendance:


Joe Young, Deputy Administrator
Darral Brown, Operations Managers
Dan Dow, VCS Manager
Pam Crosno, Staff
Deborah Upchurch, Staff
Lee Wessels
Eddie Gentry
Leonard Hopkins
Rose Ann Bradley



Robert Meyers, Chairman



Date



Norma Lester, Secretary



Date