

ANNUAL REPORT 2006



JEFFERSON COUNTY BOARD OF ELECTIONS

JANUARY 31, 2007

January 31, 2007

To Jefferson County Board of Legislators:

The Jefferson County Board of Elections respectfully submits its annual report for your inspection.

We hope that this report will keep you updated on the operations of the Board of Elections.

Sincerely,

Keith F. Crimmins
Democrat Commissioner

James E. Fitzpatrick
Republican Commissioner

Cindy S. Corbett
Deputy Commissioner

Sandra L. Corey
Deputy Commissioner

2006 YEAR END REPORT

The complete summary of this year is "HAVA heck of a year". We have been up, down, and sideways preparing for the many changes of HAVA. We are now at the end of the year and its been like the nightmare where you're being chased and you're running, but you're not going anywhere. I believe the HAVA laws have been a nightmare for the State Board of Elections as well as the County Boards. We're taking three steps forward and two steps back.

Throughout this living nightmare we have also prepared and worked through a statewide election year. We also had twelve village elections and seven townships that had vacancies and a City Judge and County Sheriff race.

In all of this normal confusion, we had five changes in personnel which made it very difficult for everyone. It's not easy to be continuously training personnel and keeping up with new laws and gearing up for an election. We were allowed to hire two new people in January and we hired two people who had been working part time. After two months, one worker left and a new one came in. The second worked for seven months and left for greener pastures and on Primary Day we had our third person come in and begin. On top of that the other party had someone retire in July so that meant training another worker.

We did the usual throughout the winter months. We went through files and destroyed those papers that we could. The clerks went through the registration files and matched the files to a printed list to account for all the voters. The town and village clerks received correspondence from us for vacancies for the following election. Our registration clerks went out to eight of the twelve high schools and registered 124 students. Jefferson Community College came in with 31 registrations.

We went to the BOE Conference in Syracuse in May and it was very interesting. We were HAVA'd to death!! It was at that time that we received a very small window to do a great deal of things - check poll sites and figure out what each site will need and the cost for each site. We needed this in by the end of July. Of course, we also had petitions to deal with as well as setting up the primary election, working on a budget, and keeping up with the everyday work load. At the same time we had someone retiring and a new face brought in which meant training a new worker. As you probably all ready guessed, we didn't make the deadline although we did send some of it in in September. We are still working on the rest of it but we do have most of it done. Our budget went rather well. We still have no idea what we will be doing for machines or anything else money-wise so it was agreed not to put any HAVA money in our budget but the county will have what we need when the final decisions are made. We both felt this was the best way to do it because we felt there were too many "ifs" with the whole process and we weren't sure exactly when we would need the money - 2007 or 2008. Primary Day and Election Day went well. We cleaned up after both elections in record time and enjoyed our holiday season.

2007 will bring many new experiences. Cindy and I are both retiring on December 20, 2007. It's been a wonderful job and we've made many friends. I came to the BOE in January, 1984 as part time full time Registration Clerk and was hired full time for that position in November,

2004. Cindy came to work as a full time Registration Clerk in 1989. In February, 1991 the Republican Senior Clerk decided to retire and I was moved up to Senior Clerk. In December, 1991 the Democrat Senior Clerk retired and Cindy was moved up to Senior Clerk. At the end of December of 1991 the position of Senior Clerk was abolished and Deputy Commissioners' were established. The Commissioners' appointed Cindy and I as their deputies and we have been very fortunate to be appointed each year. The times have changed so much since we began. We thought NVRA was difficult to get through but sad to say "you HAVA seen nothin yet"!

This will be our last "official" report but we will be writing everything down for this year so when our new replacements come on board they will have no excuse for not sending you a long and lengthy report. All of you at the State - Keep up the good work.

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INTRODUCTION

The Jefferson County Board of Elections conducts all National, State, County, and Town Elections. Although the Board of Elections is a county agency, its structures, responsibilities and duties are mandated by New York State election law, while its administrative procedures, directions, guidelines, rules and regulations are defined by the New York State Board of Elections.

Departmental Description

The board has a full-time staff of six employees with equal representation of Democrats and Republicans as mandated by New York State Election Law. The Board is administered by two part-time commissioners who serve a two-year term. The commissioners are elected by the County committee of each political party and their appointment is confirmed by the County Board of Legislators. The Commissioners each have a deputy who works full-time in the board office and runs the day to day operations of the office. The Deputy Commissioners are assisted by four full-time registration clerks, and two part-time employees.

The staff of the County Board of Elections provides the technical, clerical and mechanical skills necessary to provide services, information and statistical data to County Legislators, other departments, governmental agencies and the public. The Board conducts all Federal, State, County, Town and many of the Village elections in Jefferson County.

OBJECTIVES AND PERFORMANCE

to provide for the registration of voters within Jefferson County, and the conduct of elections as required by federal and state law.



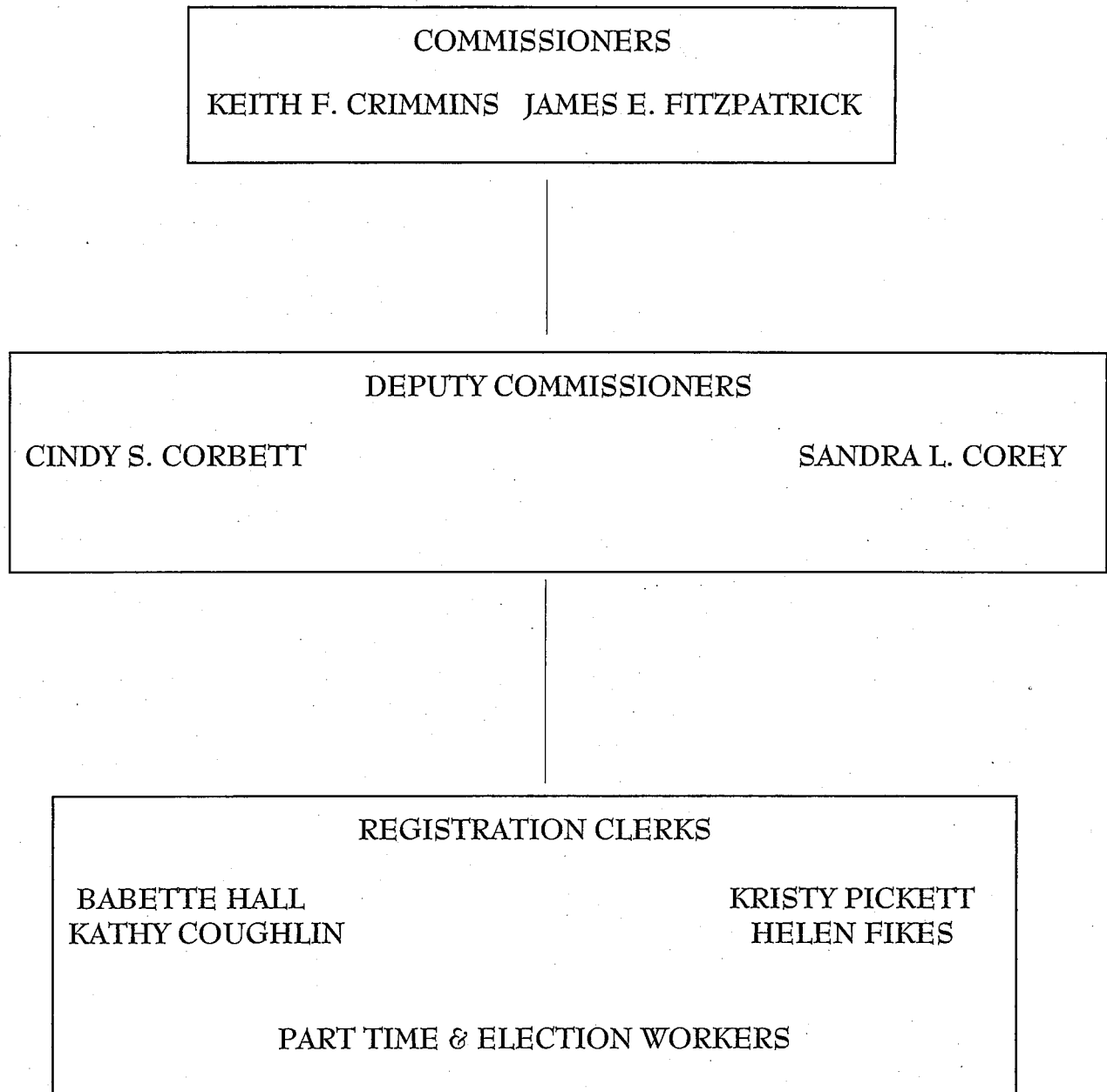
Types of Services and Assistance

- To provide registration forms and assistance to those persons wishing to register
- To appoint, and compensate all election day workers.
- To provide training of election inspectors in procedures used in elections.
- To appoint and compensate all machine custodians and party representatives.
- To provide training of machine custodians in procedures of the set-up and repair of voting machines.
- To purchase, service and provide voting machines for public use.
- To provide assistance to Town and Village Clerks, school districts and fire districts relative to their elections.

- To provide a directory of Elected Officials in Jefferson County.
- To provide educational background on the procedures of registering to vote and voting to the schools and organizations.
- To provide lists of registered voters and statistical data on registrations, enrollment and voting.
- To assist other county and state departments.
- To provide assistance to candidates and potential candidates.
- To aid political parties with procedures of the Election Law.
- To conduct Federal, State, County, Town and Village Elections.

ORGANIZATIONAL CHART

JEFFERSON COUNTY BOARD OF ELECTIONS



2006 IN REVIEW

ENROLLMENT 2006

REGISTERED VOTERS

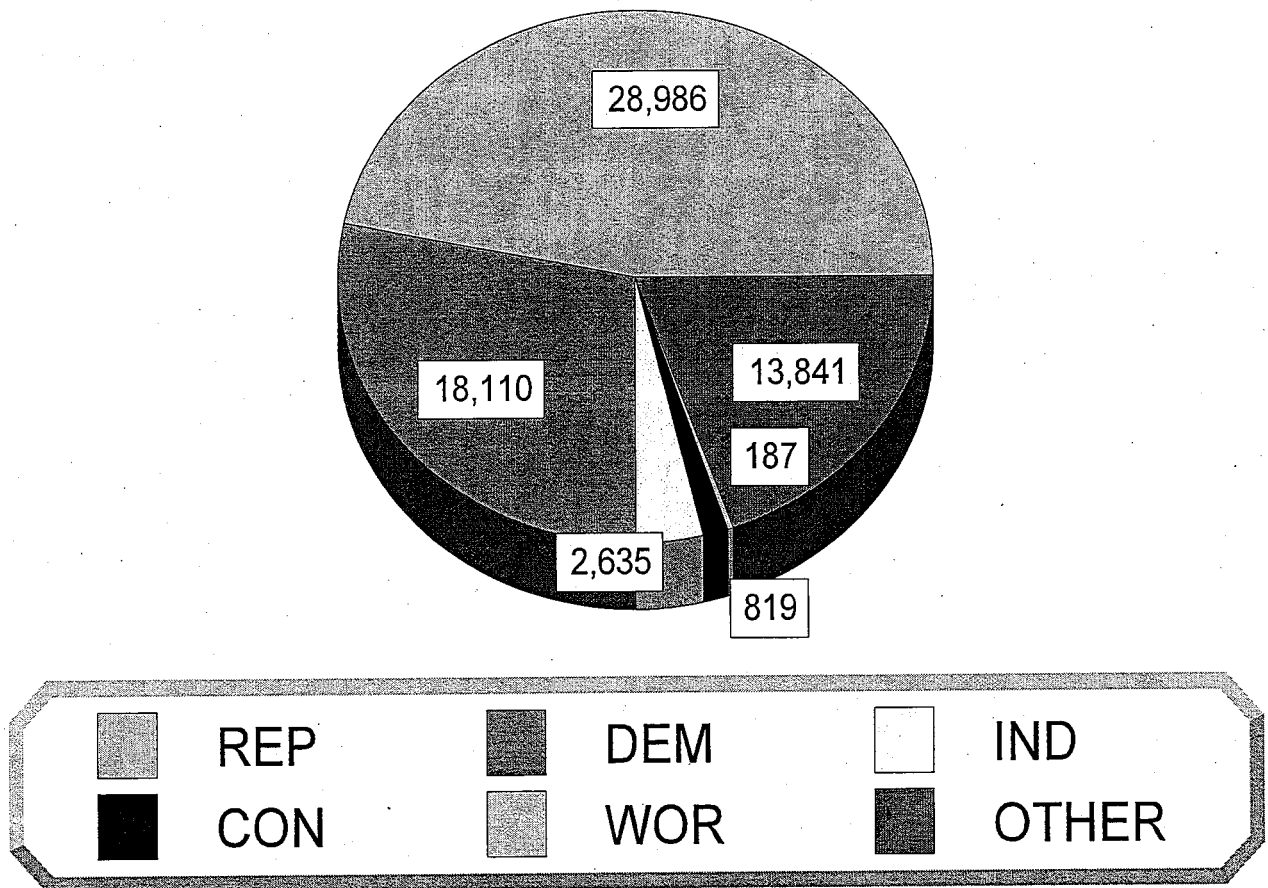
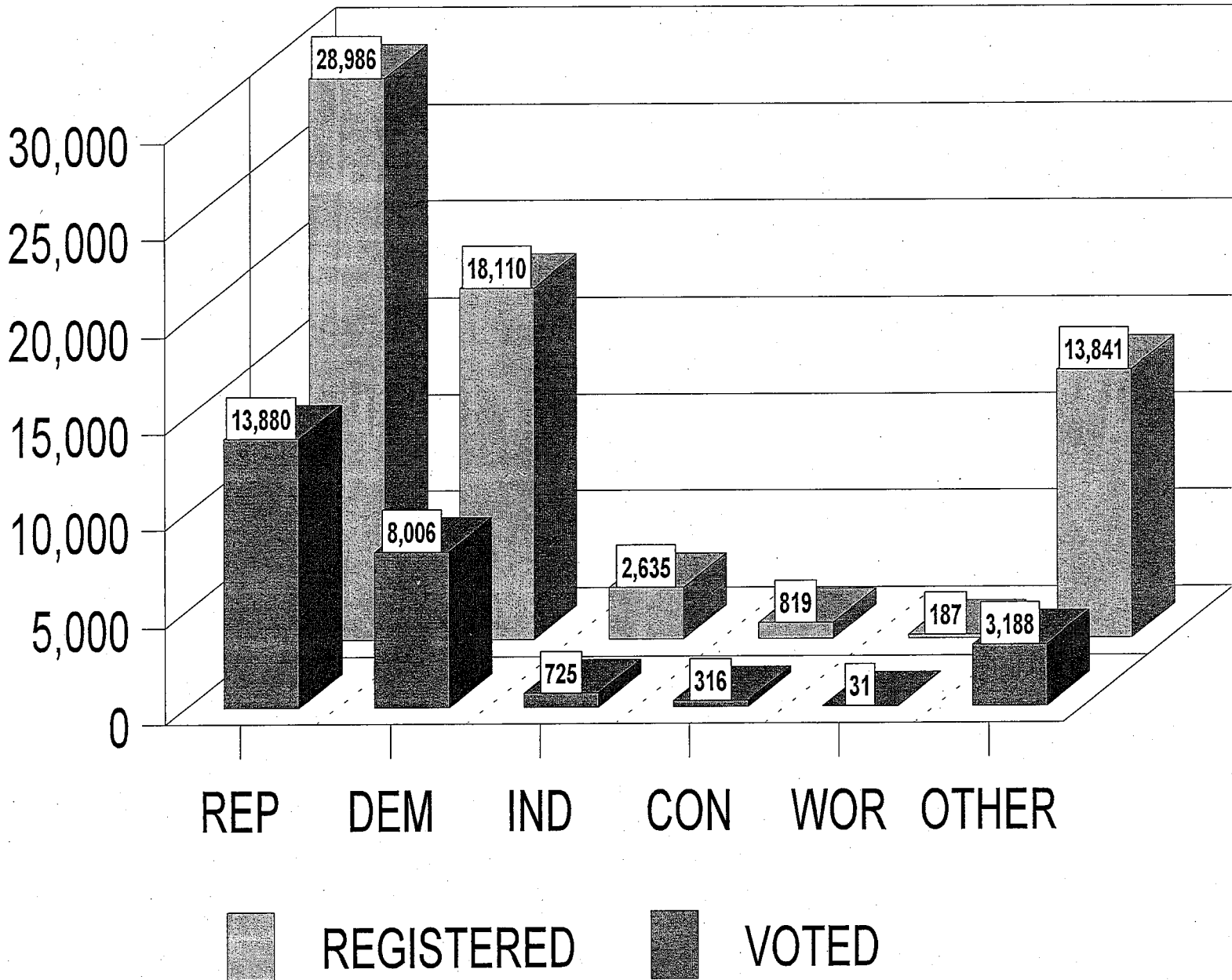


Figure 3

VOTER TURNOUT 2006



2006 ANNUAL STATISTICAL INFORMATION REPORT

County: *Jefferson*

Date: *1/31/07*

FINANCIAL SUMMARY

BUDGET

Total Budget for 2006	\$ <i>538,152.00</i>
Increase or decrease from previous year's budget	\$ <i>258,387.00</i>

2006 APPROPRIATIONS

Salaries	\$ <i>313,941.00</i>
Printing	\$ <i>50,000.00</i>
Supplies	\$ <i>6,000.00</i>
Training	\$ <i>2,000.00</i>

STAFF SUMMARY

Democratic Commissioner Salary	\$ <i>2,500.00</i>
Republican Commissioner Salary	\$ <i>2,500.00</i>
2- or 4-Year Term	<i>2 years</i>
Full- or Part-Time	<i>Part-time</i>

DEPUTY COMMISSIONERS

Democratic Deputy Salary	\$ <i>37,500.00</i>
Republican Deputy Salary	\$ <i>37,500.00</i>
Full- or Part-Time	<i>Full-time</i>

EMPLOYEES

(excluding Commissioners & Deputies)

Number of Full-Time Board Employees	<i>4</i>
Number of Part-Time Board Employees	<i>2</i>
Number of Temporary or Seasonal Board Employees	<i>0</i>

INSPECTOR INFORMATION SUMMARY

Number of Inspectors Appointed	364	
Number of Inspectors Attending Class	250	
Number of Inspectors Who Took Exam	250	
Number of Inspectors Who Failed Exam	0	
Number of Alternate Inspectors Appointed & Trained	115	
Number of Classes Held	6	
Class Size	60-75	
Average Length of Class Session	3 Hours	
Average Salary Range (If a county-wide salary exists, enter that amount in both the high and low boxes)	Low \$10.00	High \$10.00
Rate of Pay for Inspectors Attending Training	\$30.00	
Number of People Who Check Mail Registrations or Called Due to Mail Check Card, Requesting to be Added to Inspector List	28	

POLLING SITE/VOTING EQUIPMENT SUMMARY

Number of Election Districts in County	91
Number of Polling Sites in County	60
Number of Sites in Which 2 or More Election Districts Vote	22
Number of Election Districts in Which 2 or More Voting Machines are Utilized	22
Number of Polling Sites Accessible to Persons with Disabilities	45
Total Number of Voting Machines in County	91 used 8 Extra
Number of Voting Machines Accessible to Persons with Disabilities	23

PETITIONS

DESIGNATING PETITIONS

Number Received	223
Number Challenged	0
Number of Specs Filed	0
Number Invalidated by Board	0
Number of Court Cases	0
Number of Cases Upholding Board Position	0
Number of Cases Reversing Board Position	0

INDEPENDENT PETITIONS

Number Received	8
Number Challenged	0
Number of Specs Filed	0
Number Invalidated by Board	0
Number of Court Cases	0
Number of Cases Upholding Board Position	0
Number of Cases Reversing Board Position	0

CAUCUS CERTIFICATES

Number Received	3
Number Challenged	0
Number of Specs Filed	0
Number Invalidated by Board	0
Number of Court Cases	0
Number of Cases Upholding Board Position	0
Number of Cases Reversing Board Position	0

CAMPAIGN FINANCE SUMMARY

Number of County Committee Filers	3
Number of Candidate Filers	6
Number of PAC Filers	6
Total Number of Filings Received	55
Of Total Filings, Number of "In-Lieu-Of" Filings	5
Number of Five-Day Letters Sent	0
Number of Current Delinquent Filings	0
Number Referred to County Attorney or DA	0

ABSENTEE AND AFFIDAVIT BALLOT SUMMARY

SEPTEMBER PRIMARY ABSENTEE/SPECIAL BALLOTS

Number of New Applications Received	398
Number of Ballots Mailed, Voted at Board, Voted at Nursing Homes, etc.	594
Number of Voted Ballots Returned	356
Number Invalidated (Unsigned, Dated After Election, etc.)	2
Number of Voters Voting in Person After Voting Absentee	0

SEPTEMBER PRIMARY AFFIDAVITS

Number of Affidavits Received	40
Number of Affidavits Counted for Transfers/Movers	30
Number of Affidavits Counted for Other Reasons	6

REASONS FOR REJECTION

Total Primary Affidavits Rejected	6
Number Not Signed	1
Number Not in District	2
Number Filled Out Incorrectly	2
Number Not Properly Enrolled	1
Miscellaneous	0

SEPTEMBER PRIMARY COURT ORDERS

Total Court Orders Processed	2
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GENERAL ABSENTEE/SPECIAL BALLOTS

Number of New Applications Received	1,237
Number of Ballots Mailed, Voted at Board, Voted at Nursing Homes, etc.	1,882
Number of Voted Ballots Returned	1,515
Number Invalidated (Unsigned, Dated After Election, etc.)	16
Number of Voters Voting in Person After Voting Absentee	6

GENERAL AFFIDAVITS

Number of Affidavits Received	245
Number of Affidavits Counted for Transfers/Movers	195
Number of Affidavits Counted for Other Reasons	22

REASONS FOR REJECTION

Total Number of General Affidavits Rejected	28
Number Not Signed	2
Number Not in District	20
Number Filled Out Incorrectly	3
Miscellaneous	3

GENERAL COURT ORDERS

Total Court Orders Processed	47
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NURSING HOME ABSENTEE BALLOT PROGRAM

We Personally Visit Nursing Homes to Distribute Absentee Ballots	Yes	No ✓
Number of Nursing Homes Visited for September Primary		0
Number of Primary Ballots Voted at Nursing Homes		0
Number of Primary Ballots Not Voted by Nursing Home Residents		0
Number of Nursing Homes Visited for General		0
Number of General Ballots Voted at Nursing Homes		0
Number of General Ballots Not Voted by Nursing Home Residents		0
Total Number of Voted Ballots Processed (Primary + General)		0

Please share your nursing home absentee ballot program experience here, including the good and the bad, so that we can review this program and better understand any issues or concerns that you may have:

REGISTRATION AND ENROLLMENT SUMMARY**REGISTRATION**

Total Number of Central (in office) Registration Forms Processed	52
Total Number of Mail Forms Processed	5,757

FORMS DISTRIBUTION

Total Number of Mail Forms Used	10,000
Number of Forms Issued to Groups	1,000
Number of Forms Used in Your Own Outreach Programs (Banks, Post Offices, Town/City Halls, etc.)	1,500

REGISTRATION SUMMARY FROM ALL SOURCES

Number of New Registrations Processed in 2006	1,164
Number of Movers Within Your County Processed in 2006	2,081
Total Number of Enrollment Changes	228
Total Number of Name Changes	187
Total Number of Duplicate Applications Received	179
Total Number of Other (Inspector Information, 911 changes, etc.)	6,426

CONFIRMATION NOTICES

Total Number of Confirmation Notices Sent in 2006	1,712
Number of Persons Re-Registered as a Result of Confirmation Notice	52

CANCELLATIONS

Total Number of Registrations Cancelled	1,768
Number of Cancellation Notices Sent to Other Countries	302
Number of Cancellation Notices Sent to SBOE for Other States	113
Number of Individuals Cancelled by Returning Postage-Paid Card in Confirmation Notice	8

JEFFERSON COUNTY

POSTAL PROGRAM:

Our postal program has been very standard for the last few years. We send 25 to 50 registration forms in January to every post office in the county with a letter explaining they must put these forms out where the public can have access to them. The majority of our voters who call and ask for a registration form are very happy when they are told the post offices have them. It's more convenient than waiting for one to be mailed or if they have to come in to the building to get one. We have been doing this long enough now that the post offices call us as soon as they see the forms getting low.

TOWN CLERKS - VILLAGE CLERKS - CITY CLERK - REALTORS - LIBRARIES

Registration forms are also sent to all of the above offices. The easier you make it for the potential voter to register the more apt they are to register. Half the battle is complete. Then you just have to find a way to make them want to go to the polls.

SCHOOL PROGRAM

Dates are set up for the registration clerks to go to the schools each year to register students. There are twelve schools and one college in Jefferson County. Almost all of the schools participate. When I set up the appointments for the clerks to go to the school, the teacher has the option of having them in their classroom or setting up a table in the hall just for registrations. I ask the school to make an announcement to the student so they will know ahead of time when we will be there. In the announcement the students are told they must be 18 years of age by election day, they must know their 911 address as well as their mailing address if different and we encourage them to talk to their parents about party enrollment. I have enclosed a copy of our "thank you" from one of the schools.

The Community College usually has two voter registration drives a year. We make sure they know all of the cutoff dates and they have enough forms on hand.

MEDIA:

We always work very closely with our television stations, newspapers, and radio stations. Whenever we want to get an announcement out about deadlines, voting dates, or anything pertaining to the election, our media has always been very helpful. The television stations come into the office a few times during the election period to remind people to vote. We do interviews on the radio and in the newspaper. The media and the board of elections both have an obligation to the general public and we have found a way for the two of us together to fulfill this obligation.

PRINT RESOURCES:

We give our posters to different organizations whenever they are going to have a registration drive. We use the brochures in the same way and we also pass them out to the students in the schools. It is very important to educate the public and brochures and posters are the most convenient way to do so.

ACTION PLAN 2007

We feel we will have a lot to do when the state gives us the green light on the purchase of new machines. We intend to be out in the public educating voters on the use of the new machines. At the same time we are doing this we will also be registering new voters.. In the meantime, we will do as we have always done in the past - make voting as easy as possible for the general public and try to keep the public awareness of the importance of voting. This will be done through the media, schools, libraries, post offices, etc.

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