

SEAT CURRICULUM COMMITTEE MINUTES

NOVEMBER 30, 2006

Members present:

- Marge Pitts, Chairperson, Clay County
- Sandy Steinbach, SOS
- Sara Throener, SOS
- Renee McClellan, Hardin County
- Ken Kline, Cerro Gordo County
- Joni Ernst, Montgomery County
- Dawn Williams, Marshall County
- Patrick Gill, Woodbury County
- Vicki Ritz, Woodbury County

Chair Marge Pitts called the meeting to order at 4:00 p.m. in Des Moines, Iowa.

The Committee discussed the agenda for the Continuing Ed Class scheduled for January 18, 2007 at the Airport Holiday Inn in Des Moines. It was reported that Paul Coates is working with ISAC for costs and will be putting the registration on the SEAT website www.ucs.iastate.edu/mnet/iseat/home.html

The class will be for 6 hours and will break out into two groups.

Sandy Steinbach reported as Program Chair on the topic "Security & Integrity". She will instruct the class and review concerns with Voter Registration, Voting and Equipment.

Vicki Ritz reported as Program Chair of the Absentee Class with a more timely topic of NVRA/NCOA Process for the January class. It was the consensus of the committee to schedule the NCOA topic in January 2007 and move the Absentee topic to the July class.

Sara Throener agreed to present the NCOA class and to be the Program Chair of this topic. She reported on the NCOA process along with Duplicate & Merge Processes in I-Voter for this class. Sara is going to contact Alan Vandehaar, ISU Extension for assistance in presenting this class.

Discussion was held on future subjects. Suggestions were absentee, PEO training in absentee, write-ins and the Tally Book.

It was reported that Kyle Jensson has been working on an updated Tally Book. Marge will contact Kyle regarding this matter and possibly forming a subcommittee to assign to this project.

Meeting was adjourned until January 17, 2007 at the Airport Holiday Inn in Des Moines, IA at 3:00 p.m.

Respectfully submitted,
Vicki Ritz, Secretary