

SEAT Committee Meeting
Adventureland Inn, Des Moines, IA
January 22, 2004

Members Present:

Barbara Huey	Deputy Secretary of State
Sandy Steinback	State Director of Elections
Dawn Williams	Marshall County Assistant Auditor
Patrick Gill	Woodbury County Auditor
Alan Vandehaar	Community Development Specialist ISU Extension
Paul Coates	ISU Government Programs Department of Political Science
Vicki Ritz	Woodbury County Deputy Commissioner of Elections
Linda Langenberg	Linn County Auditor

The meeting was called to order by Patrick Gill.

Paul Coates gave the final report on class participation as follows:

Total Attended	167
Total Completed	140
Total Counties	89
Total Auditors	73

Paul Coates reported he would send out a letter for verification of names for the plaques and certificates.

Discussion was held in regard to the Continuing Ed Class requirements and schedule. Paul Coates, Chairman of the Curriculum Committee, will set up a meeting with this sub committee on February 13, 2004.

A report on the SEAT Website was given. Vicki Ritz will submit copies of the minutes that will be archived in a folder on the Website for any future reference.

Alan Vandehaar presented a draft of the SEAT report which was approved after amending the title ISEAT to SEAT and changing the format to bulleting. The report will also be placed on the Website.

Linda Langenberg reported several requests from SEAT students for a generic video to train precinct workers. Barb Huey and SOS Office will work with ISU Staff to produce a precinct worker training tape that could be used throughout the State.

Dawn Williams presented an FYI of the State Certification Program for Voter Registration & Election Officials being developed by the Election Center. She also reported that she will be receiving sensitivity videos and will make them available to anyone interested.

Pat reported on the SEAT Board Structure and will be making some recommendations at the next meeting along with updating the sub committees. This will be presented to ISACA's resolution committee.

Barb Huey reported on the Awards. Barb and Paul Coates will work on the news releases to send out to each county. Graduation will be March 17, 2004. Barb will take of completing the plaques and coordinate the lunch.

Grant Veeder reported via phone that a list of graduates will be in the ISAC Program and an announcement will be made at the General Session. Pat Gill was nominated to be the announcer as Chairman of the SEAT Committee.

Meeting adjourned until March, 2004.