

SEAT CURRICULUM MEETING
April 24, 2007
Hilton Garden Inn, Johnston, IA

Present:

Marge Pitts
Sandy Steinbach
Sara Throener
Renee McClellan
Dawn Williams
Kyle Jensson
Joni Ernst
Vicki Ritz
Patrick Gill
Alan Vandehaar

Others Present: Mary Mosiman

Marge Pitts, Chair called the meeting to order at 4:30 pm in Johnston, IA.

Motion by Joni second by Dawn to approve the agenda with the addition of the PEO Guidebook. Carried 10-0

Motion by Joni second by Kyle to approve the minutes of April 11, 2007 with the following amendments for the SEAT Continuing Ed Class on Absentee Processing:

- Change the Session Name from IVoters Process to General Review of Absentee Process,
- Methods of Voting add Dawn Williams with Sandy Steinbach for Instructors and remove Satellite Stations and Curriers,
- Absentee Processing – change instructors to Kyle Jensson and (to be announced) • After Election Processing - change instructors to Team 1: Marge Pitts and Team 2: Mary Mosiman and Danny
- Add Satellite Stations to After Election Processing Session

Carried 10-0

Kyle Jensson reported on the revised Tally List.

The Committee agreed upon the basic format of the Tally List as amended. The next step is for the Secretary of State to amend the Administrative Rules 721-22.261(2) and 721-22.262(3)

to be consistent regarding printing of the zero totals tape.

Alan Vandehaar announced the Continuing Ed Class Registration is open on the SEAT Website.

Kyle Jensson will notify Vicki Ritz with the names of instructors for the Absentee Processing session and she will report them to Alan at ISU.

The next meeting for the Absentee Project Committee will be in conjunction with the Legislative ISAC Meetings on June 21, 2007 in Des Moines.

The Committee agreed that a schedule and process for updates to the PEO Guidebook needs to be established.

Meeting was adjourned.