



## Indiana Election Division

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# Election *Express*

The Newsletter of the Indiana Election Division  
2002 Winter Edition

## Election Conference Agenda Final *Your Surveys Have Spoken*

Thanks to everyone who returned surveys to us about possible Election Conference topics. Your comments and suggestions are always appreciated, and your input determined our conference agenda for this year.

In the words of game show host Richard Dawson — “Survey says...” that you thought the following topics were most important to cover at the conference (#1 is most interest, #12 least):

1. City and Town Elections
2. Election Forms
3. Absentee Ballots at polls and courthouse
3. (tie) Voter Registration Administration
5. Campaign Finance Administration
6. Basic Election Administration (Intro or Refresher)
7. Poll Worker Recruitment and Training
8. County Election Board
9. Voter Education and Outreach
10. Candidates
11. Officeholders
12. Disabled Voters and Polling Place Accessibility

## Session Breakdown

- We will have two sessions on city and town elections for the whole group (“plenary sessions”). One session will be on cities and large towns and another one on small towns.
  - Rather than have a separate session on all forms, we will make sure that EACH of our presentations includes references to the relevant forms for that subject, and may have a Power Point or similar presentation to walk through them.
  - We will have one plenary session on absentee voting.
  - We will have one plenary session on voter registration administration.
  - We will have one plenary session on county election boards, and will include some information there about candidates and officeholders.
  - We will have two back-to-back break out sessions on campaign finance administration, focusing on the work of the county election board.
  - We will have two back-to-back break out sessions on basic election administration.
  - We will have two back-to-back break out sessions on polling place issues, including pollworker recruitment and training and disability issues.
- In addition, we will have a plenary session presentation regarding the new federal legislation (The Help America Vote Act of 2002, which was signed into law on October 29) and perhaps a few surprises.
- If you haven't registered yet (or if newly elected clerks and their staff haven't done so), you can download both the registration form and conference agenda from our website at <http://www.in.gov/sos/elections/workers/index.html>. Please FAX registration forms back to us at 317.233.6793 as soon as possible. We're looking forward to seeing you there!

## Indiana Election Administrator's Conference Agenda

December 9-10, 2002

Downtown Marriott Hotel  
350 West Maryland Street  
Indianapolis, IN 46208

### Sunday, December 8

4:00 p.m. - 7:00 p.m. Conference Registration

### Monday, December 9

7:00 a.m. - 12:00 noon Conference Registration  
7:00 a.m. - 9:00 a.m. Continental Breakfast  
9:00 a.m. - 9:15 a.m. Introductory Remarks and Announcements  
9:15 a.m. - 9:30 a.m. Welcoming Remarks  
*The Honorable Sue Anne Gilroy*  
*Secretary of State*  
9:30 a.m. - 10:00 a.m. Review of City and Large Town Elections  
10:00 a.m. - 10:30 a.m. Break  
10:30 a.m. - 11:30 a.m. What County Election Boards Do and How They Do It  
11:30 a.m. - 12:00 noon The "Help America Vote Act"  
Important New Federal Legislation  
12:00 noon - 1:00 p.m. Annual Awards Luncheon  
1:00 p.m. - 2:30 p.m. "A" Breakout Sessions, 1-3  
2:30 p.m. - 3:00 p.m. Break  
3:00 p.m. - 4:00 p.m. "B" Breakout Sessions, 4-6

## Breakout Topics

### "A" Sessions

- Campaign Finance Administration for a County Election Board
- Polling Place Issues: Pollworker Recruitment/ Training; Accessibility for the Disabled Voter; Precinct Forms
- Basic Election Administration: An Introduction or Refresher

### "B" Sessions

- Campaign Finance Administration for a County Election Board
- Polling Place Issues: Pollworker Recruitment/ Training; Accessibility for the Disabled Voter; Precinct Forms
- Basic Election Administration: An Introduction or Refresher

### Tuesday, December 10

7:00 a.m. - 9:00 a.m. Breakfast  
7:30 a.m. - 12:00 noon Conference Registration  
9:00 a.m. - 10:00 a.m. A Review of Small Town Elections  
10:00 a.m. - 10:30 a.m. Break  
10:30 a.m. - 11:00 a.m. Voter Registration Administration  
11:00 a.m. - 11:30 a.m. The Absentee Voting Process  
11:30 a.m. - 12:00 noon Questions and Answers  
12:00 noon Return of Conference Evaluation Forms  
Adjournment

## FAREWELL FROM *a friend*

### *Spencer Valentine Leaves Election Division After 4 Years as Co-Director*

This letter is to inform you that I am leaving my position as Co-Director of the Indiana Election Division. I have accepted a position with *Congdon Engineering Associates* and will begin my employment with them as of the first of December.

It has been a pleasure and a privilege to work with Indiana's county election administrators. A more beleaguered, under-appreciated and over-worked bunch you will not find in any other level of Indiana government. Too few Americans understand the commitment, resources, time and organization required to manage an election cycle. Before my joining the Division, I certainly underestimated the job of county clerks, voter registration officials, and poll workers. I never will again and will point out to any who will listen the valiant work performed by election workers.

I leave the Division with an extremely competent staff of whom I am very proud. I can attest that they have served the citizens of Indiana in a very professional manner.

I will be leaving the Division at a very challenging time. The fallout from the 2000 Presidential Election has sparked greater interest in and scrutiny of the mechanics of election administration. Recently passed federal election reform legislation will give the Division and the Commission several new measures to implement and, thankfully, long overdue funding to improve state and local voter registration and voting procedures.

For these and other reasons, the next Co-Director will not have the luxury I was afforded of a leisurely learning curve. Rather, they will have to immediately sort through the many legal issues and legislative changes that will be required to bring the state into compliance with the new federal laws. This will take an experienced election professional to serve as the next Co-Director.

Fortunately, such a person already works for the Indiana

Election Division. *Kristi Robertson* is an experienced attorney who has served continuously in her position as Counsel to the Division for more than seven years.

Kristi is tough-minded, organized, professional and creative. If I have been successful at the Election Division it is largely due to the quality our staff, of which she is most notable. That is why I gave Governor O'Bannon my highest and sole recommendation that Kristi Robertson replace me at the Indiana Election Division. I am proud to announce that Governor O'Bannon has appointed Kristi Robertson to succeed me as Co-Director. She will serve the State of Indiana admirably.

Though I have known that I was leaving for some time, I felt it best that I not announce it until I was able to announce the new Co-Director.

I must thank some people for their help over the last 4 years. I thank all the Election Division staff that I have worked with past and present, especially my fellow Co-Directors *Laurie Christie*, *Candy Marendt* and *Brad King*.

I thank the members of the *Indiana Election Commission* who provide wise stewardship of the state's election process, often under trying circumstances.

I join Governor O'Bannon in thanking *Secretary of State Sue Anne Gilroy* for her efforts to improve Indiana's election procedures following the 2000 Presidential Election.

I thank *Governor Frank O'Bannon* for his trust and confidence as well as his tireless work on behalf of the citizens of Indiana.

Finally, I thank you, Indiana's Election Professionals, for the opportunity to serve you and the voters of Indiana. It has been an experience that has shaped my character and bolstered my belief in public service as a high calling.

I will keep in touch.

Respectfully,

Spencer Valentine  
Co-Director  
Indiana Election Division

# Co-Director's Corner

As I write to you, we are in the final hours of both state recount filings and Spencer's tenure as Co-Director (the first ends precisely at noon, and the second will come to a gentle (and we hope celebratory!) close at sunset.

Spencer served as Co-Director during some of the most challenging and interesting times that we've seen in the election world: Florida (November 2000) and the Indiana Bipartisan Task Force and the major election legislation that emerged from it (2001) are just two events that occurred during his time here. That doesn't even count all the election frenzy from 2002. I have enjoyed working with him since we met in 1999; at national conferences during my time in Minnesota; and since I have returned as Co-Director earlier this year. Like any folk work on opposite sides of the aisle in a bi-partisan office, we've had our disagreements, and our high and low moments, but we've never raised our voices to each other. I'm proud of that, and think it is no small accomplishment in our highly stressful election work. I wish Spencer all the best in his new career, and know that it will give him many opportunities to visit local officials throughout Indiana, which I am sure that he will enjoy tremendously. Don't be surprised to see the Big Guy around.

I am also very pleased to welcome Kristi Robertson as my colleague as Co-Director. She brings not only a wealth of experience to this position, but a great perspective from her seven years as Co-General Counsel of this office. I first met Kristi when I was Co-General Counsel myself in 1995, and always enjoyed working through the occasionally "squirrely" legal issues that we ran into in the world of elections. I have tremendous respect for her dedication to this office and the election process, and know that we will work together as Co-Directors to accomplish great things during the years ahead. Everyone here joins me in wishing Kristi all the best.

We are looking forward to seeing you at the December 9-10 Election Conference. Our publications and forms are in the final stages of being printed, we have tote bags and name tags ready to go!

We don't know yet how the state level recounts and contests (our first since May 1998) will impact our work (the recounts have to be done by December 19), but we will be ready and eager to see you at the Conference. Just bear with us (especially me) if we can't be as prompt as usual in returning phone calls during the recount process. If you have e-mail, you can send me a message at [bking@iec.state.in.us](mailto:bking@iec.state.in.us). I can usually respond to you with an e-mail after your office has closed, even when I can't call you back during office hours.

Finally, thank you for all your help in responding to surveys, sending us election night results, checking with us about election day problems, and sending the post-election certifications. We know that you've already put in long hours to serve your county's voters, but you take the time to help us out as well. — That means a lot to us, and it says a lot about you. Your dedication to the election process is appreciated and noticed here at this office!

Wishing you a Happy Thanksgiving,

Brad



## New Face at the Election Division

Please join us in welcoming the newest edition to our staff, Carolyn Horwitz. Carolyn is the new NRVA Coordinator.

She will be working with voter registration, absentee ballots and re-precincting, among other duties.

Carolyn is an Auburn, Indiana, native. She received her BA in Political Science from the University of Kansas in May 2002. There, she had experience working with the Kansas legislature.

She is eager to begin her work with this office and with all of you. Should you have any questions for Carolyn, or if you would like to introduce yourself, please feel free to contact her. She can be reached via phone at 317.232.3939, or via e-mail at [chorwitz@iec.state.in.us](mailto:chorwitz@iec.state.in.us).