INDIANA ELECTION ADMINISTRATOR'S CONFERENCE AGENDA

December 15-17, 2014
J.W. Marriott
10 S West Street, Indianapolis, Indiana

Monday, December 15

5:00 – 7:00 PM	Conference Registration	White River Registration

Tuesday, December 16

7:00 AM – 12:00 Noon	Conference Registration	White River Registration
7:00 AM – 9:00 AM	Breakfast Buffet	White River E-F
8:00 AM – 9:15 AM	Indiana Election Commission meeting Including Continuing Legal Education forum: *Ethical Issues in Election Administration* The Indiana Election Commission: Bryce Bennett, Chair S. Anthony Long, Vice-Chair Suzannah Wilson Overholt, Member Zachary E. Klutz, Member	White River G-H
9:15 AM – 9:30 AM	Plenary Session Pledge of Allegiance *The Star-Spangled Banner* Introductory Remarks: Trent Deckard and Brad King Introduction of Election Division staff Honored Guests	White River E-F
9:30 AM – 9:45 AM	Welcoming Remarks The Honorable Connie Lawson, Secretary of State of Indiana	White River E-F
9:45 AM –9:55 AM	Marsha Carrington, HAVA Administrator	White River E-F
9:55 AM – 10:00 AM	Brandan Alford, Elections Outreach Manager	White River E-F
10:00 AM – 10:30 AM	Guide to Election Resources: What's in that tote bag? Trent Deckard and Brad King: *Publications, forms discs and lists*	White River E-F
10:30 AM – 11:00 AM	City and Large Town Election Overview Dale Simmons: *Includes county calculation and billing of city and large town election costs*	White River E-F
11:00 AM – 11:30 AM	The Open Door Law, Public Records Law, and Record Retention Requirements Trent Deckard	White River E-F
11:30 AM – 12:00 Noon	County Election Boards Oaths, Challenges, Complaints, Hearings, and Appeals Leslie Barnes	White River E-F
12 Noon – 1:15 PM	Election Administrator Awards Luncheon Luncheon Buffet line in adjoining hall.	White River E-F

AFTERNOON BREAKOUT SESSIONS

SESSION 1:

1:30 PM –2:00 PM	"I Wish Somebody Had Told Me…" Wisdom for New Clerks, Election Board Members, and Election/Voter Registration Staff *Includes public records, media relations, candidate/campaign staff handling; and new government employee restrictions* Brad King, moderator	White River G-H
1:30 PM –2:00 PM	Small Town Elections *Includes town conventions, county cost billings, holdovers* Dale Simmons, moderator	White River I
1:30 PM – 2:00 PM	Voter Registration Issues Leslie Barnes and Michelle Brzycki, moderators	White River J

SESSION 2:

2:20 PM –2:50 PM	"I Wish Somebody Had Told Me…" Wisdom for New Clerks, Election Board Members, and Election/Voter Registration Staff *Includes public records, media relations, candidate/campaign staff handling; and new government employee restrictions* Brad King, moderator	White River G-H
2:20 PM –2:50 PM	Small Town Elections *Includes town conventions, county cost billings, holdovers* Dale Simmons, moderator	White River I
2:30 PM – 2:50 PM	Absentee Issues *Includes focus on central count processing procedures; military and overseas ballots* Trent Deckard, moderator	White River J

SESSION 3:

3:10 PM –3:40 PM	"I Wish Somebody Had Told Me…" Wisdom for New Clerks, Election Board Members, and Election/Voter Registration Staff *Includes public records, media relations, candidate/campaign staff handling; and new government employee restrictions* Brad King, moderator	White River G-H
. 3:10 PM –3:40 PM	Absentee Issues *Includes focus on precinct-based processing procedures; military and overseas ballots* Trent Deckard, moderator	White River I
3:10 PM –3:40 PM	Campaign Finance Administration and Enforcement Leslie Barnes, Abbey Taylor and Michelle Thompson	White River J

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Wednesday, December 17

7:00 AM – 9:00 AM	Breakfast Buffet	White River E-F
9:00 AM –9:45 AM	Vote Centers Best Practices and Lessons Learned Vote Center County Roundtable: Trent Deckard and Brad King, moderators Invited counties: Cass, Clay, Floyd, Tippecanoe, Wayne	White River E-F
9:45 AM – 10:00 AM	Statewide Voter Registration System Christian Hoberland, (TB Invited) *Baker Tilly Virchow Krause, LLP* Kelly Sprague, *Quest Information Systems, Inc.* *Overview of SVRS procedures, such as RSE request procedures, build schedules and suggestions, email notifications, county portal training, and other basics.* Trent Deckard and Brad King, moderators	White River E-F
10:00 AM – 10:30 AM	**Break for hotel checkout**	
10:30 AM – 10:45 AM	Military and Overseas Voters *Includes FPCA and FWAB; MOVE* Brad King	White River E-F
10:45 AM – 11:30 AM	Electronic Poll Books Best Practices and Lessons Learned Epollbook County Roundtable *Voting System Technical Oversight Program (VSTOP):* Dr. Jay Bagga, Ball State University Dr. Joseph Losco, Ball State University Dr. Raymond Scheele, Ball State University Sean Fahey, and other Quest staff *(Invited)* Trent Deckard and Brad King, moderators Invited counties: Elkhart, Lake, Huntington, Rush, Vanderburgh	White River E-F
11:30 AM – 12 Noon	Questions and Answers from the Conference Closing remarks and announcements	White River E-F
12:00 Noon	**Adjournment**	

Please complete and return your conference evaluation form. Thank you!