



SVRS Project Newsletter

Office of Secretary of State Todd Rokita

December 31, 2003

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County Action Items

Immediate:

- ◇ *Review the final draft of your Indiana SVRS requirements and provide any comments to Joe McLain, Virchow Krause, any SVRS Steering Committee member, or through the SVRS website. Contact information is provided throughout newsletter.*

Month of January:

- ◇ *Check out the SVRS website for the latest information on the project and election reform initiatives. Logon to: <http://www.in.gov/sos/elections/hava/>*

Welcome

What an amazing response to our SVRS County Surveys, County Focus Groups, and Election Administrator's Conference! The overwhelming response rate from Indiana's counties and local administrators is proof of your unfailing dedication to election reform and your interest in the successful implementation of Indiana's HAVA Implementation Plan. I want to personally thank each of you for your involvement in these critical, early stages of the State Voter Registration System project. Without your participation, information, comments, and feedback we would not have a comprehensive set of SVRS requirements that encompasses the needs of all of Indiana's counties.

As we near the release date for the Request for Proposal (RFP) to select an SVRS implementation vendor, it is critical that you review the final draft of your business requirements and communicate any additional comments on the requirements and priorities to the Project Team or SVRS Steering Committee as soon as possible. Your involvement and continued support is essential to the success of this important project.

Todd Rokita, Indiana Secretary of State

2003 Election Administrator's Conference

Three opportunities to learn more about your SVRS initiative were offered to participants during the 2003 Indiana Election Administrator's Conference. The SVRS Project Team and election administrators discussed SVRS requirements, planning, issues, and concerns during the Indiana Voter Registration Association meeting, in a conference general session, and through a special SVRS session following the conference. All ideas, issues, and concerns were captured by the Project Team for further analysis, consideration, and incorporation into the business requirements and RFP.

SVRS Requirements – Final Comments Due

In preparation for the release of the SVRS RFP, final comments on your Indiana SVRS business requirements are due by Friday, January 9, 2003. A copy of the SVRS business requirements should be enclosed with this newsletter. County election administrators and other interested parties are strongly encouraged to review the final draft and provide comments/feedback to:

- Joe McLain, HAVA Administrator, at (317) 234-VOTE;
- Andy Schuman, Virchow Krause SVRS Project Team, at (414) 777-5529; or
- Any member of the SVRS Steering Committee (see member list on page 3)

When reviewing your SVRS business requirements, please keep in mind that an enormous amount of time has been invested in developing these requirements. To date, approximately 1800 hours (or 225 person work days) have been spent on expanding and refining the original list of 180 requirements. The current list of SVRS requirements has grown to almost 300 business requirements and numerous requirement priority rankings have been changed! These refinements stem predominantly from county input during the SVRS Focus Group Sessions (where 225 county representatives participated), the Election Administrator's Conference, the IVRA meeting, SVRS Steering Committee meetings, and numerous phone calls and correspondence received from county voter registration officials. Some of the major changes to the requirements have been the following:

- **Imaging:** The initial set of imaging (i.e. electronic scanning) requirements of voter forms and voter signatures were originally given a priority "3" or "desired". After receiving overwhelming feedback from the counties, the SVRS Core Team has changed the priority of all imaging requirements to "1" or "mandatory".
- **GIS:** The original set of requirements had no GIS requirements. Today, the SVRS business requirements document has several requirements pertaining to GIS functionality, all of which have been given a priority of "1" or "mandatory".
- **System Transaction Log:** The original set of requirements had no requirements for a system transaction log to record and maintain all of the transactions performed on a voter registration record. This requirement has been added to the requirements list along with requirements to record and maintain the type of transaction, who performed the transaction, and when a transaction was performed.
- **Address Verification and Management Tool:** The original set of requirements did not have any requirements for the system to automatically verify a voter's address and allowing an authorized user to create, delete, and modify acceptable address ranges. These requirements have been added to the SVRS Business Requirements document.
- **Letters, Notices, and Reports:** Because the initial set of requirements were based upon best practice information, it did contain many SVRS reporting and correspondence requirements. Several reporting and correspondence requirements have been added to the list based upon feedback from the counties.
- **District Assignment Software:** The initial set of requirements gave automatic district assignment functionality a "3" or "desired" priority. After receiving overwhelming feedback from the county voter registration officials, these requirements have been given a priority of "1" or "mandatory".
- **Barcoding:** Initially, there were very few requirements around barcoding functionality within SVRS. Today, several barcoding requirements have been added to the requirements list and all of these requirements have been given a priority of "1" or "mandatory".
- **Jury Selection:** Requirements to import/export a jury file to/from SVRS have been added based upon feedback received from the counties.

Please keep in mind that all of the requirements and priority rankings have been defined disregarding any expected costs. During the vendor selection phase, the SVRS Core Team may have to perform some cost-benefit analysis to justify expensive pieces of system functionality.

SVRS Steering Committee

Indiana Secretary of State Todd Rokita created the SVRS Steering Committee to oversee the SVRS Project. This group is comprised of 16 members selected from the Vote Indiana Team, which was assembled to address the requirements of HAVA and create a five-year plan for Indiana elections. The SVRS Steering Committee is responsible for providing input and quality assurance in an oversight capacity for the SVRS project.

The SVRS Steering Committee members include:

Member	Organization	Phone	E-mail
Sharon Christner	Kosciusko County Circuit Court Clerk; Clerks' Association Representative	(574) 372-2334	schristner@kcgov.com
Linda Grass	Hancock County Circuit Court Clerk; Clerks' Association Representative	(317) 462-1109	hccler@hrtc.net
Laura Herzog	Hendricks County Election Administrator; IVRA Representative	(317) 754-9246	lherzog@co.hendricks.in.us
Brad Hoffman	Direct Impact Agency Representative - BMV	(317) 233-2514	bhoffman@bmv.state.in.us
Ann Jochim	Spencer County Circuit Court Clerk; Clerks' Association Representative	(812) 649-6029	spencercoclerk@psci.net
Brad King	Co-Director, Indiana Election Division	(317) 233-0929	bking@ied.state.in.us
Laura Larimer	Direct Impact Agency Representative - DOIT	(317) 232-6750	llarimer@doit.state.in.gov
Zach Main	Indiana Republican Party Representative	(317) 964-5022	zachmain@indgop.org
Michelle Moore	Direct Impact Agency Representative - BMV	(317) 232-0661	mmoore@bmv.state.in.us
Regina Moore	Lake County Voter Board of Registration; IVRA Representative	(219) 755-3800	voter@lakecountyin.org
Angie Neeb	Rush County Deputy Clerk; Election Administrator	(765) 932-2086	rushcoclerk@lightbound.com
Kristi Robertson	Co-Director, Indiana Election Division	(317) 232-3928	kroberts@ied.state.in.us
Todd Rokita	Secretary of State; Chair of HAVA Planning Team	(317) 232-6536	trokita@hotmail.com
Kathy Richardson	State Representative	(317) 776-9632	kjr@co.hamilton.in.us
Becky Skillman	State Senator	(317) 232-9533	bskillma@iga.state.in.us
Lynn Spevak	LaPorte County Circuit Court Clerk; Clerks' Association Representative	(219) 326-6808	lspevak@laportecounty.org
Sandra Webb	Direct Impact Agency Representative - DOH	(317) 233-7817	swebb@isdh.state.in.us
Patricia Wilson	Teamster Local 135	(317) 639-3379	pwilson@local135.com
Robin Winston	Indiana Democratic Party Representative	(317) 917-1953	robinwinston@sbcglobal.net

These individuals serve as your representatives in the SVRS effort and are available to answer questions or receive comments about the SVRS Project.

SVRS Project Website

The SVRS Project Team has launched a website to keep you informed about your SVRS project and Indiana's election reform efforts. This site will provide you with up-to-date information on the requirements, design, development and implementation of the SVRS solution and other Indiana election initiatives. The site's feedback button, which will be added to the website shortly, can be used to communicate with the SVRS Project Team to ask questions or to provide comments on the final draft of the SVRS business requirements. The new website is: <http://www.in.gov/sos/elections/hava/>

For more SVRS Project information , please contact:

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Secretary of State's Office
201 Statehouse
Indianapolis, IN 46204

Phone:
(317) 234-VOTE

We're on the Web!
www.sos.IN.gov