

MTCA Education Committee

July 7, 2023 Meeting Minutes

The Chair called the meeting to Order at 9:04 AM.

In attendance: Trudy Reid, Chair; Amy Warfield, Burlington; Kaari Mai Tari, Concord
Laurie Becker, Paxton; Dottie Powers, Westwood; Mary de Alderete, Lexington

Trudy noted that Lynn Kelly, formerly on the Committee, was not participating as a Member as she had resigned her position.

The Committee discussed the possible format for the Springfield Conference, and referred to Michelle Tassinari's email regarding class offerings that would encompass election details.

KC Kato, Wellesley, had also forwarded some thoughts regarding the classes, which were also discussed (attached).

Topics of discussion included possible class size, number of presenters, audio-visual requirements, and whether classes could be duplicated for the Devens conference to take place January 31 – February 2, 2024. Such classes included post-election tabulation, certification, and hand counts. Amy mentioned a mock audit that had been held by KP Law, and noted that it was well received.

There was agreement between the Members that depending upon the Secretary of State's comfort level for alternating classes, a core group would be offered twice – once in the morning and once in the afternoon, so that every attendee would have the same options available to them, based on Michelle's general outline of possible courses. The Committee thought that a few seasoned Clerks could add additional support in pairing with presenters from the State.

Dottie agreed to contact the hotel to see whether they would have space, either in a large room that could be split, or two smaller rooms, for a Wednesday morning (10AM – Noon) or evening for additional "user group" training. If available, volunteers from the Committee would reach out to both LHS and ES&S to determine whether they would be willing to host the trainings, which would allow for discussions and best practices regarding election machines, poll pads, general check-in, and training in hand counts for those communities who still used this method.

Dottie reminded the group of the upcoming deadline to send a class information to the Board (July 31) as well as the brochure date (September 11). Trudy also reminded everyone that the classes would need to be vetted by the IIMC for points.

The group agreed to meet again on July 21st at 10:30, via Zoom, in order to finalize classes and overall Conference plan.

The meeting was adjourned at 9:50 AM.

Mary de Alderete. scribe