



Venango County

Courthouse Annex

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Commissioners
Timothy S. Brooks
Janet D. Beichner
Vincent L. Witherup

Solicitor
Richard Winkler

Chief Clerk/Administrator
Denise W. Jones

TO: Election Board Members
RE: Access to iVotronic Machines
FROM: Timothy S. Brooks, Commissioner Chairman
Vincent L. Witherup, Commissioner
DATE: June 3, 2011

In keeping with the directive you issued regarding the quarantine of the iVotronic electronic voting machines, the Board of Commissioners is also issuing three directives to ensure that no one has access to this election equipment.

The iVotronics are locked in the back room in the basement of the Court House. The door can be opened with the Master Key that only the Sheriff, the Maintenance Department, and the Chief Clerk now possess. The Maintenance Department staff has been directed to not enter the room, unless there is a genuine emergency that warrants their assistance. They have been further directed that they are not permitted to unlock said door for anyone.

This procedure should prove to safe-guard the machines as the County has the key to the room in which the sealed iVotronics are stored and the Election Board has the key to the cabinet in which the PEBs and the flash cards are stored. In essence, neither pieces of equipment can be operated or tampered with independently.

Should the Election Board members wish to enter the room, they will be required to contact the Chief Clerk or the Sheriff to unlock the door. The seals on the machines shall not be removed unless a forensic audit is authorized, at which time representatives from the County, the Department of State and Elections Systems and Software Company shall be present to observe the procedure.

The above procedure is necessary as we have been informed by ES&S that if the independent contractors open the machines and/or damage the equipment, the county's warranty on the machines will be invalidated. In addition, in order to reinstate the warranty, an ES&S technician will be required to go over the machine to make sure it is working properly and to verify that no parts have been damaged. This process will cost \$1,750 for 4 hours of a technician's time. Consequently, we want to safeguard the County's investment and minimize any potential liability that may occur as a result of the forensic audit.

We thank you in advance for your cooperation in this effort.