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Subject: Motor Voter and Batch SSN Verification - Election Year Issue

I have scheduled a meeting with Mr. Hale of the State Election Commission (SEC) and a couple of his representatives for next Tuesday, 02/10/04, from 11:00 am to 12:00pm in Rm 104 at Park St. If this date and time is a problem, please send someone to attend in your behalf.

The meeting is the result of a telecon I and Clark Gregory had with Mr. Hale today. Below are my notes on that call. The purpose of the meeting is to review our upcoming action regarding Batch SSN Verification and how those efforts can meet the needs the SEC has in having the customers' SSN on its DB verified as required by the Help America Vote Act (HAVA).

1. The SEC wants to verify the SSN's on its DB with what the DMV has on file. This would at best be only marginally successful since a percentage of the records that the SEC come from the DMV when a customer who is a citizen elects Motor Voter and signs the Motor Voter form we then send to the SEC.

The only records currently being verified online are those for newly issued CDL's. The implementation of that process defined to our DB an SSN verification data element in our Customer record to record if a customer has had his SSN verified with the SSA. It is set to 'Y' if verified or 'N' if not verified. It is still blank for the majority of our records (regular DL and CDL holders prior to the online verification of CDL holders).

Prior to conversion in August '02, we started doing batch verifications of our customer DB, but we did not update our DB at that time (no data element defined and the plan was originally to set alerts).

The IT plan is to continue the batch verification from where we left off as soon as we receive authorization from the SSA. We will write an program to update our DB from the verification files we receive back from the SSA. This will be for all DL types and ID's whether or not they are marked as Motor Voters. We will continue this process on a quarterly basis from then on until or if DMV decides to extend the online SSN verification to all its customers.

Once we have applied all SSA verification files to our DB then we can support a comparison of the SEC SSN's to our verified SSN's.

I anticipate that we should receive approval by the end of February and should submit our first catch up tapes for verification by 3/31/04. We will start updating our DB with verifications already received by 3/31/04 also. We will then continue this process on a quarterly basis and provide the SEC with quarterly updates for comparison to their file.

2. Mr. Hale has also asked that we look into processing the on-going batch verification on a monthly basis so that we can be more current than a quarterly basis given that they have to support other elections throughout the state. I will check into that possibility.

3. We also reviewed with Mr. Hale how we are resolving the imbalance between the daily Motor Voter sign up sheets and the daily online report. We will also be developing a DMV web-site change to inform the customer via a pop up dialog box that when an address change is processed that they need to visit the SEC web site to down load the motor voter form for submission to the SEC if they want the change recorded on the SEC DB.