

MEETING OF THE COMMISSIONERS OF ELECTIONS  
IN THE CITY OF NEW YORK  
HELD ON TUESDAY, DECEMBER 13, 2022 AT 1:30 P.M.  
42 BROADWAY, 6<sup>th</sup> FLOOR, COMMISSIONERS' HEARING ROOM  
NEW YORK, NY 10004

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PRESENT: President Rodney L. Pepe-Souvenir  
Acting Secretary Michael J. Coppotelli

Commissioners Jose M. Araujo, Gino A. Marmorato, Jodi Morales, Patricia Anne Taylor, \*Frederic M. Umane

Michael J. Ryan, Executive Director  
Vincent M. Ignizio, Deputy Executive Director  
Georgea Kontzamanis, Operations Manager  
Hemalee J. Patel, General Counsel  
Raphael Savino, Deputy General Counsel  
Steven B. Denkberg, Counsel to the Commissioners  
Kenneth Moltner, Counsel to the Commissioners  
Sherwin Suss, Agency Chief Contracting Officer

\* Commissioner Umane appeared remotely, but not at a publicly accessible location, and therefore did not cast any votes.

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Mr. Ryan opened the meeting with item #1 of the meeting agenda, the approval of the minutes of the November 1, 2022, November 15, 2022 and December 2, 2022 Commissioners Meeting Minutes.

Item #1 of the meeting agenda was tabled, due to the absence of a quorum.

Mr. Ryan added an additional item to the meeting agenda, Item #3, the Commissioners Finance Committee Report for approval by the full Board of Commissioners.

Mr. Ryan acknowledged Sherwin Suss, the Agency Chief Contracting Officer, to present the report before the Commissioners Committee.

Mr. Suss presented the following items for approval:

**Maureen Data**

Maureen Data will partner with the MIS team to securely migrate the Board's end-of-life email system to a cyber approved and secure O365 Cloud solution. This migration is necessary to meet City and State Cyber regulations. This contract was procured through the small purchase noncompetitive M/WBE process. Twelve vendors were solicited and the lowest priced vendor was selected. This is a one year contract with a not to exceed amount of \$128,600.

Commissioner Umame stated that it was the unanimous recommendation of the Finance Committee, that this contract be approved.

The remaining items being presented before the Commissioners Committee, were unanimously recommended by the Commissioners Finance Committee, with the exception of Quadient, Inc., in which Commissioner Marmorato has requested to abstain/recuse himself of. It was also noted that Commissioner Umane is not in a publicly accessible location, and his vote cannot be officially recorded. As a result, the Commissioners Committee will vote on each item presented, individually.

President Pepe-Souvenir moved to approve the contract for Maureen Data. Commissioner Araujo seconded the motion, which was adopted unanimously.

Mr. Ryan noted that due to the fact that these matters were unanimously recommended by the Commissioners Finance Committee, a motion for each matter presented is not required. Moving forward, the Commissioners Committee will only record any opposition.

Mr. Suss presented the remaining two items for approval:

**Delta Strategic Solutions**

This is a contract to provide to the Board 1010 Proofpoint software licenses which is one for each email address. Proofpoint is an email security software

provider that protects the Board from malicious email threats, SPAM filtering and automatic quarantine of emails that are scanned as suspicious. This is needed to meet City and State Cyber regulations. This contract was procured through the small purchase noncompetitive M/WBE process. 5 Vendors were solicited and the lowest priced vendor was selected. This is a 3 year contract with a not to exceed amount of \$171,952.50.

**Quadient Inc.:**

This is contract to renew the leases on the postage metering and mailing system used in borough and general office. The agency uses 6 of these systems. This contract was procured using an inter-governmental purchase under PPB rule 3-09. The Board is using the Sourcewell contract which is a purchasing cooperative created by the State of Minnesota of which the Board is a member. This is a 3 year contract with a not to exceed amount of \$132,543. The new contract amount represents a \$1,053.36 yearly increase from the current contract.

Mr. Ryan stated that given Commissioner Umane's voting status today, and the fact that Commissioner Marmorato is going to abstain/or recuse himself from the last item presented, Quadient, Inc., there would not be a quorum to ratify the report of the Commissioners Finance Committee.

In order to move forward, Mr. Ryan asked Commissioner Umane and Commissioner Araujo if it would be permissible for Commissioner Coppotelli to sit in as the acting alternate member of the Executive Committee, and have this matter pass with respect to the Executive Committee, and then bring the matter back moving forward for ratification from the full Board when there is a quorum present.

Commissioner Umane and Commissioner Araujo agreed.

Mr. Ryan asked President Pepe-Souvenir and Acting Secretary Coppotelli for their approval, subject to full Board ratification.

The Finance Committee Report was approved.

In light of the fact that the decision is pending on the court proceeding relating to the matter in the 23<sup>rd</sup> Assembly District in Queens County, Commissioner Araujo requested that the full Board designate he and Commissioner Sullivan as the Canvassing Board for the purposes of certifying the election, should it happen during a time that the Board is not scheduled to meet.

Acting Secretary Coppotelli seconded the motion, which was adopted unanimously.

In the event that it is necessary, the Queens Commissioners have been designated as the Canvassing Board to certify the results of the November 8, 2022 General Election, in the 23<sup>rd</sup> Assembly District in Queens County.

The next meeting date is set for Tuesday, December 20, 2022, at 1:30 P.M.

Acting Secretary Coppotelli moved to schedule the next meeting of the Commissioners for Tuesday, December 20, 2022 at 1:30 P.M., and adjourn the weekly stated meeting of the Commissioners, and convene an Executive Session to discuss Litigation and Personnel. President Pepe-Souvenir seconded the motion, which was adopted unanimously.

Following Executive Session, the open meeting resumed.

The following actions were taken by the unanimous decision of the Board of Commissioners:

1. Samuel Kwofie, a Clerk, was granted 196 hours of an advance of sick time. This grant is effective November 15, 2022. Mr. Kwofie's agency start date is February 7, 2016.

The meeting was adjourned.

The next stated meeting of the Commissioners is scheduled for Tuesday, December 20, 2022 at 1:30 P.M.