Proposed Meeting Agenda for November 16, 2006

1. Review and Discussion of Request for Proposal
3. Addition of Pilot Project Component to RFP
4. Modification and/or Approval of Request for Proposal
5. Authority to release Request for Proposal electronically on November 17, 2006
6. Review and discussion of Procurement/Implementation Dates – Site Visits
7. December 1, 2006 – Joint Session with HAVA Committee
8. Update on Comments to the Joint Legislative Review Committee
9. Operational Budget [See Attached]
10. Personnel and Staffing Structure
    Project Management/Managing Commissioner – Primary Point of Contact
    Assistant to Project Manager (Part Time – utilization of MEC Staff)
    Clerical Assistant (Possibly Retired State Employee)
    Technical Compliance Advisor (Part Time)
    2 Training Facilitators (Trained Trainers – possibly Registrar/former)
    Runner (Shared with MEC – Part Time/College or Graduate Student)
11. Office Design and Coordination
12. Legislative and Budgetary Considerations – Parallel to Implementation
    Title 17 – Chapter Four
    Administrative Rules
    Legislative Fiscal Office
    House/Senate Committees on Governmental Appropriations
13. Scoring Committee [See Attached]
14. Field Assessments of Counties and Collaboration with Alabama Department of Finance and Related State/Federal Agencies
15. Other Issues