



Approved Meeting Minutes **2025 Annual ERIC Board of Directors Meeting**

February 18, 2025

Zoom Conference Call/Webinar

B. Evans called the meeting to order at 2:02 PM ET. J. Marks called the roll. See attached Roll Call and Vote Tally sheet for attendance details.

1. Approval of Minutes from Prior ERIC Meetings

S. Holmes moved to approve the minutes from the October 2, 2024, Annual Membership Meeting. M. Wlaschin provided the second. There was no additional discussion of the minutes. The minutes were approved unanimously by voice vote.

2. Election of 2025 ERIC Officers and Committee Members

B. Evans reviewed the following slate of officers and committee members proposed by the Executive Committee:

Officers

- Jonathan Marks, PA – Chair
- Stuart Holmes, WA – Vice Chair/Treasurer
- Ryan Cowley, UT – Secretary

Representatives of Board of Directors on Executive Committee

- Mandy Vigil, NM
- Howie Knapp, SC

Representatives of Board of Directors on Finance Committee

- Monica Evans, DC

B. Evans will remain on the Executive Committee as the Immediate Past Chair.

B. Evans moved to approve the proposed slate of officers and board members. J. Brater provided the second. J. Marks and M. Vigil thanked Chair Evans and Immediate Past Chair Brater for their leadership over the past two years. J. Brater and S. Hamlin congratulated the new officers and thanked Chair Evans for his work. There was no further discussion on the slate of officers and committee members. J. Marks conducted a roll call vote of the board.



There were 23 Yes votes, 0 No votes, and one member was absent for the vote. The motion was adopted. See attached Roll Call and Vote Tally Sheet for details.

3. ERIC Governance and Membership Agreement Workgroup

B. Evans reviewed for the members the open mic discussions in 2023 and 2024 regarding the Board's decision to review the ERIC Bylaws and Membership Agreement after the 2024 General Election.

S. Hamlin reviewed the executive committee's recommendations regarding the establishment of a workgroup to study and propose changes to ERIC's governance documents. He also reviewed the recommended timeline for the workgroup to develop proposed changes, commencing in March 2025 with a goal of wrapping up in June 2025 to ensure time for discussions among the membership prior to ERIC's board meeting in the summer. S. Hamlin noted that the Board previously discussed changes to the requirements for ERIC reports and that proposal would serve as the jumping off point for the workgroup.

4. 2024 SOC 2, Type 2 Audit

S. Hamlin briefed the board on the results of the SOC 2, Type 2 audit undertaken to assess ERIC's internal controls and systems. S. Hamlin noted that the audit suggested minor improvements to the internal communications between ERIC's staff. He also noted that ERIC's communications with member states are well-documented and align with controls and protocols reviewed during the audit.

5. ERIC Budget, Activity, Membership, and Annual Security Updates

S. Hamlin briefed the board on the potential budget drivers for FY26, noting that certain IT-related costs would increase in both FY26 and FY27, including the licensing fees for the data matching software, the cost of obtaining and maintaining cyber insurance, managed security service provider (MSSP) costs, and application and data hosting costs. He also noted that legal costs are likely to rise in FY26 as well.

S. Hamlin reviewed various membership updates with the board members:

- S. Hamlin provided updates related to the Research Advisory Board and Privacy & Technology Advisory Board membership appointments. S. Hamlin briefed the members on his interview with a prospective appointee to fill a vacancy on the Privacy & Technology Advisory Board, Ross Stapleton-Gray, Ph.D., CISSP, and shared information about Dr. Stapleton-Gray's experience and expertise. Per the ERIC Membership Agreement, a motion was presented to the board for its approval of the additional appointment. T. Tunnell moved to appoint Dr. Stapleton-Gray to the Privacy & Technology Advisory Board. M. Evans provided the second. The board members approved the appointment by voice vote unanimously.



- S. Hamlin briefed the board members on his recent discussions relative to ERIC at the Sector Coordinating Council, the NASS conference, and the NASED conference.
- S. Hamlin provided the board with an update regarding the informal conversations he had with EAC commissioners Palmer and Hovland. He suggested scheduling an open mic discussion with commissioners Palmer and Hovland to give them an opportunity to speak with the board directly.
- S. Steffen provided the board members with a brief legal update.
- S. Hamlin briefed the members on recent legislative updates related to California, New York, Utah, and Georgia. J. Scutchfield and T. Tunnell also added brief updates on the legislative sessions in Kentucky and Arizona respectively.

E. Haas reviewed with the members required annual updates and reminders related to the death data received from the Social Security Administration (SSA), including a reminder about the period during which SSA death data is confidential. E. Haas made note of some recent database upgrades and the minor impact those upgrades had on the SSA death data.

E. Haas reviewed a few required annual security reminders related to how ERIC's staff partners with the members to maintain the security of the members' data.

E. Haas provided the members with a more detailed explanation of the findings in the SOC 2 audit, focusing on the responsibilities of the ERIC members under the Membership Agreement.

NOTE: B. Evans left the meeting @ 2:41 PM ET. S. Holmes subsequently assumed the duties of the Chair.

6. Deceased Reports, Voter Participation Reports, and Member Data Quality

E. Haas and S. Hamlin discussed with the members several updates related to the disclosable nature of certain ERIC reports, including SSA retraction reports, and ERIC's analysis of report resolution rates among the member states. E. Haas noted that she would share with individual members, upon request, the results of the resolution analysis.

E. Haas provided the members with an update on the status of the Voter Participation Project for the 2024 General Election.

Finally, E. Haas reviewed with the members several member data quality topics and how they can drive improvements and added value for the members. E. Haas also initiated what will be an ongoing conversation regarding potential new/additional data sources.

7. 2025 ERIC Board/Membership Meeting Schedule



S. Hamlin reviewed with the members the board meeting schedule for the remainder of 2025 as approved by the executive committee, beginning with the virtual meeting in April related to ERIC’s FY24 audit and ERIC’s IRS 990 tax filing and ending with the virtual membership meeting in September.

Stuart wrapped up the meeting by reminding members how they can advocate for the good work being done by the ERIC members and asking members to focus on moving ERIC forward as discussions about ERIC’s governance.

In the spirit of the earlier discussion regarding opportunities for improvements, M. Vigil suggested facilitating more opportunities for members to share their best practices with other members.

Having no further business to discuss, the meeting adjourned at 4:22 PM ET.

2025 Annual ERIC Board of Directors Meeting
 Roll Call and Vote Tally Record
 2/18/2025
 Virtual Via Zoom

				Motion to approve the 2025 slate of officers			Use as needed				
Called to Order at (ET): 2:02 ET		Adjourned at (ET): 4:22 ET		Attendance Roll Call Present? 1 = Present 0 = Absent	Other attendees from Member offices	Yes	No	Abstain	Yes	No	Abstain
Member/Position	Name	Designated Proxy									
1	Alaska	Carol Beecher		1	Michaela Thompson	x					
2	Arizona	Tonia Tunnell		1		x					
3	Colorado	Judd Choate		1		x					
4	Connecticut	Kristin Sullivan		1	Moriah Moriarty Lewis Button Violet Dussault	x					
5	Delaware	Anthony Albence		1		x					
6	District of Columbia	Monica Evans		1		x					
7	Georgia	Blake Evans		1		x					
8	Illinois	Brenadette Matthews		1	Jeremy Kirk	x					
9	Kentucky	Jennifer Scutchfield		1		x					
10	Maine	Melissa Packard		1		x					
11	Maryland	Jared DeMarinis		1		x					
12	Massachusetts	Michelle Tassinari		0							
13	Michigan	Jonathan Brater		1		x					
14	Minnesota	Paul Linnell		1		x					
15	Nevada	Mark Wlaschin		1	Deanna Spikula	x					
16	New Jersey	Brittany Giampola		1	Kim Pastva	x					
17	New Mexico	Mandy Vigil		1	Lindsey Bachman	x					
18	Oregon	Dena Dawson		1		x					
19	Pennsylvania	Jonathan Marks		1		x					
20	Rhode Island	Kathy Placencia		1	Rob Rock	x					
21	South Carolina	Howard Knapp		1		x					
22	Utah	Ryan Cowley		1							
23	Vermont	Sean Sheehan		1		x					
24	Washington	Stuart Holmes		1		x					
25	Wisconsin	Meagan Wolfe		1		x					
				Board Attendance Total:	24	Vote Totals	23	0	0	0	0
	ERIC Executive Director Ex Officio Member (Nonvoting)	Shane Hamlin		1		Yes	No	Abstain	Yes	No	Abstain
	ERIC Systems Engineer & Technical Liaison	Ericka Haas		1		Simple majority vote. Passes with 13 yes votes.			Simple majority vote. Passes with 13 yes votes.		
	ERIC Systems & Data Specialist	Sarah Whitt		1							
	ERIC General Counsel	Sally Steffen		1							