

Asset Management



SBOE Election Operations




NYS
Asset Management Vendor:

SOE Software
Clarity
Election Suite



Why Asset Management?

- 
- Federal Common Rule
 - Counties' ability to track voting systems
 - Counties' ability to track voting system accessories
 - Counties' ability to report on maintenance issues

Common Rule

- Description of the property
- Serial Number / Identification Number
- Source of property
- Who holds the title

Common Rule

- Condition of property
- Ultimate disposition data
- Data of disposal
- Sale price of property

Common Rule

- Acquisition date
- Cost of the property
- Percentage of Federal funds used in the purchase of the property
- Location use of property

Common Rule

- A physical inventory of the property must be taken and the results reconciled once every 2 years
- Random audit once every 2 years

Common Rule

- A control system must be developed to ensure adequate safeguards to prevent loss, damage or theft of the property. Any loss, damage or theft shall be investigated

Common Rule

- Adequate maintenance procedures must be developed to keep the property in good condition

Common Rule

- If the grantee or subgrantee is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return

Next Steps

- Work with vendor to configure system
- Migrate existing data into the system
- Vendor to develop an import process for counties that use their own system

Next Steps Continued

- Roll out web based access
- Train county personnel



Q & A