

2000 Annual Report

The N.J. Election Law Enforcement Commission



May, 2001



WELCOME TO *ELEC*

Commission's Office

New Jersey Election Law Enforcement Commission
28 West State Street, 13th Floor
Trenton, New Jersey

(609) 292-8700



Clockwise: Chair Ralph V. Martin, Vice Chair Paula A. Franzese, Executive Director Frederick M. Herrmann, Deputy Director Jeffrey M. Brindle, Legal Director Gregory E. Nagy, Deputy Legal Director Nedda Gold Massar, Counsel James P. Wyse, Commissioner Susan S. Lederman, and Commissioner Lynnann B. Ware.

The Election Law Enforcement Commission is dedicated to **administering** “The New Jersey Campaign Contributions and Expenditures Reporting Act,” “The Gubernatorial, Legislative Disclosure Statement Act,” various portions of the “Legislative Activities Disclosure Act,” and various portions of the “Uniform Recall Election Law.”



TABLE OF CONTENTS

	<u>Page</u>
The Commission.....	1
Chair’s Message	7
Commission Staff.....	9
Table of Organization.....	10
Executive Director’s Remarks	11
ELEC Overview	13
Statutory History of ELEC	14
Legislative Review and Recommendations	15
Legal Section.....	17
Compliance and Information Section.....	19
Review and Investigation Section.....	21
Gubernatorial Public Financing Section.....	23
Systems Administration Section.....	25
ELEC’s Home Page	27
ELEC ONLINE.....	28
Administration Section.....	29
ELEC Over the Years.....	32



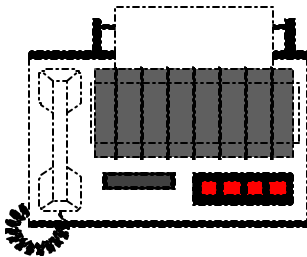
HOW TO CONTACT ELEC



By visiting our offices located at:
New Jersey Election Law Enforcement Commission
28 West State Street
Trenton, NJ



By mail at:
New Jersey Election Law Enforcement Commission
P.O. Box 185
Trenton, NJ 08625-0185



By telephone at:	By Fax at:
(609) 292-8700	48-hour notice: 292-7662
	Requests: 292-7664
	Administration: 777-1448
	Legal: 777-1457



Via the Internet at:
<http://www.elec.state.nj.us/>



THE COMMISSION

Ralph V. Martin, Chair

Ralph V. Martin, retired Superior Court Judge serving Passaic County, and now a practicing attorney in Wayne, New Jersey, was appointed to fill an unexpired term on the Commission in December, 1995, and was appointed Chair in February, 1996. He is serving his third term on the Commission.

While a Superior Court Judge, the Chair was involved in all divisions of the Court, with most of his service occurring in the Civil Division.

A graduate of Rutgers University with a B.S. and M.S., Judge Martin earned his J.D. from Rutgers University. He was subsequently admitted to the New Jersey and U.S. District Court and the U.S. Supreme Court.

The Chair is a member of the Passaic County and State of New Jersey Bar Associations. He has a legal interest in complex litigation and media delivery issues. Judge Martin chaired the Supreme Court Media Committee for an extensive period of time.

A veteran of the U.S. Army, he served as a Nuclear Guided Missile Officer from 1951-1955 (14th Ordnance Battalion). The Chair is married to the former Ida K. Kuiphoff. They have four sons.



Ralph V. Martin
Chair



THE COMMISSION continued

Paula A. Franzese, Vice Chair

Paula A. Franzese is serving her second term on the Commission. Appointed in 1996, Commissioner Franzese is a Professor of Law at the Seton Hall



Paula A. Franzese
Vice Chair

University School of Law, and has taught at Columbia University, Fordham University and the University of Parma, Italy.

A lecturer nationally as well as a commentator on Court T.V., Vice Chair Franzese serves as President of the Justice Resource Center Board of Directors in New York City.

A graduate of the Columbia University School of Law and Barnard College, Columbia University, Vice Chair Franzese is a member of the New Jersey and New York bars and is admitted to practice in the U.S. District Courts for the Southern and Eastern Districts of New York and the District of New Jersey.

Vice Chair Franzese is the Founder of the New Jersey Mentor Program, which pairs inner-city high schools with law firms, public sector law offices, and Seton Hall Law School. Existing since 1987, Mentor provides inner-city youth with the opportunity to participate in the legal system and with access to role models within the profession.

A recipient of numerous awards and honors, including being named Professor of the Year for an unprecedented five times, Woman of the Year by the Center for Italian Culture, Woman of the Year by the Essex County Board of Freeholders, and Exemplary Teacher by the American Association of Higher Education; Vice Chair Franzese is the author of two books as well as numerous publications and papers. She is married to Michael R. Rosella. The couple has two children.



THE COMMISSION continued

Lynn B. Ware, Commissioner

Lynn B. Ware, appointed in 1997 to the Commission, is a principal of Ware Associates, a commercial real estate firm formed in 1975 to provide financing, sales, and consulting services for private and institutional clients. The firm's major projects have included suburban office parks and urban office towers, shopping centers, apartment complexes, hotels and multi-use properties, ranging in value from \$3 million to \$100 million. She was previously vice president of the advisor to a realty trust, responsible for investor relations, human resources, and administrative management.



Lynn B. Ware, Commissioner

Heavily involved in civic and professional service for more than 25 years, Mrs. Ware recently was named **Citizen of the Year 2001** by the Moorestown Service Clubs Council. She was a member of the Rotary Club of Moorestown for 11 years, chairing numerous committees including Finance, and serving as treasurer and director from 1993-2000.

The Commissioner was also active in Rotary District 7500, and served as Assistant Governor in 1997-98. She was awarded the "Archie" for outstanding leadership in the four-county, 43-club district.

Her extensive community work has included chairing the township Zoning Board (five years total service) and several years on the Planning Board. A Governor Kean appointee, she was a member of the South Jersey Transit Advisory Board from 1985-92. For 12 years, she managed and edited the Moorestown Community Calendar (a major resource guide detailing town government and services, churches, volunteer

groups, etc., as well as official and other events and meetings) that is mailed without charge to 8,500 homes and businesses annually.

The Commissioner is a founding trustee and president of Community Link of Moorestown, a 501 (c)(3) corporation that helps provide drug-and-alcohol-free activities for local teens, and assists other nonprofits with funding and generating volunteer-participation. Link's most recent project was obtaining and refurbishing two busses, enabling the Recreation Department to provide day trips that can be enjoyed by less-advantaged or at-risk township young people.

Mrs. Ware was a member of the Republican State Committee, president of the Burlington County Republican Women and of the Moorestown Republican Club, and served on the Republican Municipal Committee. She held numerous campaign posts including coordinator of volunteers for a state legislative race as well as treasurer of various municipal and continuing political committees.

Commissioner Ware has served in leadership positions with several national organizations, including the National Association of Real Estate Investment Trusts and the American Institute of Banking. She chaired a NAREIT committee that published the *Sourcebook for Shareholder Relations*—used industry-wide by trust officials. She is licensed as a New Jersey real estate salesperson and previously held an NASD Series 7—General Securities license.

Commissioner Ware is married to Ridgeley P. Ware. They have lived in Moorestown since 1971, and have three sons and six grandchildren.



THE COMMISSION continued

Susan S. Lederman, Ph.D., Commissioner

Susan S. Lederman, appointed to the Commission in 2000, is a Professor of Public Administration at Kean University and Director of the Community Outreach



Susan Lederman, Commissioner

Partnership Center, Gateway Institute. She was the founding Executive Director of the Gateway Institute for Regional Development and has served as Director of Kean's Master of Public Administration Program. She has been on the faculty at the University since 1977.

Commissioner Lederman is also a past president of the League of Women Voters of the United States (1990-1992) and served as the president of the New Jersey League of Women Voters from 1985 to 1989. She chaired the Local Government Expenditure and Finance Task Force of the New Jersey State and Local Expenditure and Revenue Policy Commission from 1985 to 1988 and also was a member of the Local Expenditure Limitations Technical Review Commission.

Dr. Lederman holds leadership positions in various civic organizations, notably, on the executive committee of New Jersey Future, on the executive committee of the Regional Plan Association, and as secretary-treasurer of the Jefferson Center, a Minnesota based political research, education, and reform organization. She was an elected member of the Common Cause National Governing Association (1994-2000). In 1998, the Commissioner also served on Governor Christine Todd Whitman's Property Tax Commission. She is co-author of the book, Elections in America: Control and Influence in Democratic Politics. Commissioner Lederman also served on the Supreme Court of New Jersey Disciplinary Oversight Committee as a public member and on the Board of Directors of the Public Education Institute. She is a former president of the Northeastern Political Science Association and has also served as a director of the Alliance for Health Reform; on the Council on New Jersey Affairs, Princeton University; and on other boards and commissions.

Commissioner Lederman holds an A.B. degree in Political Science from the University of Michigan and an M.A. and Ph.D. in Political Science from Rutgers, the State University of New Jersey. She was born in Bratislava, Slovakia, and immigrated with her family to the United States in 1948. Her husband, Peter, and she reside in New Providence, New Jersey, and have two grown children, Stuart, of Madison, New Jersey and Ellen, of Wyssington-near-Nayland in the United Kingdom.



THE COMMISSION continued

Frederick M. Herrmann, Ph.D., Executive Director

Frederick M. Herrmann has been the executive director of the New Jersey Election Law Enforcement



Frederick M. Herrmann, Executive Director

Commission for seventeen years. He received an A.B. (1969) from the University of Pennsylvania and an M.A. (1970) and a Ph.D. (1976) from Rutgers, The State University of New Jersey. Dr. Herrmann is also an honor graduate of the United States Army Quartermaster School at Fort Lee, Virginia.

The author of many publications about history and government, he is a frequent speaker at various forums inside and outside of New Jersey. Dr. Herrmann has also appeared as a campaign financing and lobbying law expert on radio and television. Currently, he is the book review editor of the Guardian and on the editorial board of Public Integrity. He is also on the Board of Trustees for the Friends of the State House.

Once a teacher at Rutgers and Kean Universities as well as a staff member of the New Jersey Legislature, he has also served on the Organizational Planning and Coordinating Committee of the Council of State Governments and has been the President of the Council on Governmental Ethics Laws, an international organization, and the Chairperson of the Northeastern Regional Conference on Lobbying.

In 1993, he was the recipient of the Annual Award of the Council on Governmental Ethics Laws for his continued efforts to promote the highest level of ethical conduct among governmental officials and candidates for public office in the international arena. He has met often with dignitaries from various jurisdictions throughout the world to assist in the developing and drafting of statutes and regulations.



THE COMMISSION continued

James P. Wyse, Counsel

James P. Wyse was selected to be the Commission's Counsel in 1994 and began serving in that capacity in January, 1995.



James P. Wyse, Counsel

Mr. Wyse is an attorney based in Morristown who specializes in the areas of corporate and commercial law, real estate, environmental law, and estate planning.

Mr. Wyse, admitted to practice in New Jersey and before the United States Court of Appeals for the Third Circuit, has argued cases in that Court and before the New Jersey Supreme Court.

As Counsel for a number of national, State, and local land trust organizations, Mr. Wyse has developed special expertise regarding conservation and agricultural easements and innovative land preservation techniques.

Mr. Wyse received a B.A. degree from Bucknell University and J.D. degree with honors from the Rutgers University School of Law.

Appointed General Counsel to the New Jersey Conservation Foundation, he also advises the Junior League of Morristown, the Morris Shelter, Inc., and the Deirdre O'Brien Child Advocacy Center. Married to Pamela Paxton, he serves on the Board of Trustees of the Morris Land Conservancy.



MESSAGE FROM THE CHAIR

As Chair of the New Jersey Election Law Enforcement Commission, I am honored to present this report to the members of the Legislature. During the past year, the Commission built upon its highly touted computer initiative, which brings up-to-date campaign financial information into the homes, community libraries, and offices of millions of New Jersey residents.

Through the Internet, citizens can access full and complete reports of all candidates and political entities that file with the Commission. Moreover, they can undertake extensive contributor searches vis-à-vis the contributions made to legislative candidates. Provided adequate resources are made available, the Commission plans to expand this searchable data base to include local candidates and political entities.

Building upon an already outstanding record in the area of automation is not an easy task. But the Commission was able to do just that in 2000. While perfecting electronic filing software for use by gubernatorial candidates in the upcoming primary and general elections, the Commission is expanding upon its legislative electronic filing pilot project by making this software available to all legislative candidates in the 2001 general election. The option to file electronically will soon be available to all New Jersey candidates and political entities.

The Commission is understandably proud of its automation and Internet disclosure system, which is considered the best in the nation by many.

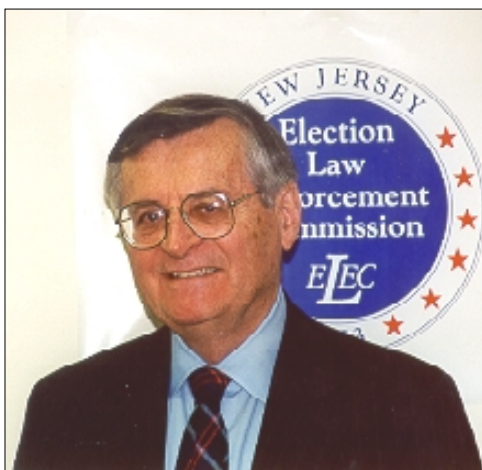
In my 1998 message, I stated “though the strides made toward automation promise changes in ELEC’s operating procedure, one thing that will not change is the Commission’s commitment to a high standard of personal service.” The Commission has fulfilled this promise.

For example, anyone phoning the Commission is first greeted by courteous and friendly receptionists who personally direct calls to the appropriate section. No one need concern themselves with listening to a series of prompts to finally select the right one for their needs. Once the call is directed by ELEC’s receptionist, citizens can expect to receive answers to their questions either immediately or very promptly. Though unusual in this high tech age, the Commission believes that this service sets the proper tone for the agency.

Consistent with the Commission’s policy of fulfilling its mission of disclosure in an efficient way with a personal touch, the Compliance Section continued to assist the public and the press and to pursue an aggressive public education program. In 2000, the staff personally helped many citizens and reporters, as well as provided assistance to treasurers, candidates, and lobbyists through workshops and outreach efforts.

The Compliance Section did its usual stellar job in scanning and processing approximately 23,000 reports and in responding to requests for copies of the reports to the tune of 119,000 copies. As predicted, however, the number of requests for copying declined from past years due to the increased use of the Internet by the public. All in all, the efforts of the Compliance Section resulted in a compliance rate of over 90 percent in 2000.

Throughout the nation, the Commission is known for its ongoing efforts in terms of analyzing trends



Ralph V. Martin, Chair



MESSAGE FROM THE CHAIR continued

in campaign financing and lobbying activity. Again last year, the Commission produced analytical data vis-à-vis the financial activity of candidates, political parties, and lobbyists. This information is accessible via the Internet. Moreover, White Paper Number 14, Local Campaign Financing, written by Deputy Director Jeffrey M. Brindle, was published last year.

As is customary, the Commission effectively enforced the campaign financing and lobbying laws in 2000. Several major cases were adjudicated and complaints issued. The Legal Section was also busy researching and drafting advisory opinions and proposed regulatory guidelines.

The Review and Investigation Section, for its part, closed 45 investigations that resulted in penalty actions. The outcome of these penalty actions was the imposition of several significant fines.

True to form, the Commission's well-established and highly respected Executive Director, Frederick M. Herrmann, Ph.D., continued to serve the cause of ethical government in New Jersey with the sincerity of purpose that has become his trademark. Because of his vision and dedication, the Commission is a leader among national ethics agencies in terms of facilitating disclosure through technology. This fact was recognized by the Public Employees Roundtable in issuing to the Commission a certificate of appreciation for its computer initiative.

As in the past, Executive Director Herrmann continued to: speak to groups across New Jersey, serve on the Editorial Board of Public Integrity, be book review editor of the Guardian (the quarterly publication of the Council on Governmental Ethics Laws), and participate in the Northeastern Regional Conference on Lobbying. Moreover this year, the Executive Director initiated and edited an important series of articles on ethics agencies published in two consecutive issues of Public Integrity. He has continued to exhibit tremendous zeal for

improving the Commission and maintaining its position among the best ethics agencies in the nation.

The Commission would like to extend its heartfelt thanks to former Commissioner David Linnet, who left the Commission in 2000, for his many years of service to ELEC.

On behalf of the Commission, I would like to thank Administrative Assistant Elbia Zeppetelli for her desktop publishing assistance and Assistant Systems Administrator Brian Robbins for the photography.

The Commission is again proud of its record of achievement, and I am delighted to highlight these accomplishments in this Annual Report.

Cordially,

Ralph V. Martin
Chair



COMMISSION STAFF

Executive

Frederick M. Herrmann, Ph.D., *Executive Director*
Jeffrey M. Brindle, M.A., *Deputy Director*
Gregory E. Nagy, Esq., *Legal Director*
Elbia L. Zeppetelli, *Administrative Assistant*
Steven Kimmelman, M.A., *Research Associate*

Administration

Barbra A. Fasanella, *Director*
Donna D. Margetts, M.A. *Personnel Officer*
Elaine J. Salit, *Fiscal Officer*
Debra A. Kostival, *Principal Receptionist*
Irene Comiso, *Senior Receptionist*

Compliance and Information

Evelyn Ford, Esq., *Director*
Linda White, *Associate Director*
Kimberly Key, *Associate Compliance Officer*
Christopher Guear, M.A., *Assistant Compliance Officer*
Robyn Rich, *Assistant Compliance Officer*
Titus Kamal, *Assistant Compliance Officer*
Desiree DeVito, *Public Room Assistant*
Monica Triplin-Nelson, *Clerk*
Elizabeth A. Michael, *Clerk*
Maria Concepcion, *Clerk*
Samira Wood, *Clerk*
Joseph Sargenti, *Messenger*

Legal

Nedda Gold Massar, Esq., *Deputy Legal Director**
Gail Shanker, Esq., *Associate Legal Director*
Maria Novas-Ruiz, Esq., *Assistant Legal Director*
Ruth Ford, *Legal Secretary*

Systems Administration

Carolyn Neiman, *Director*
Kim Vandegrift, *Assistant Systems Administrator*
Anthony Giancarli, *Assistant Systems Administrator*
Brian Robbins, *Assistant Systems Developer*
Peter Palaitis, *Help Desk Technician*
Brenda A. Brickhouse, *Data Entry Supervisor*
Shirley R. Bryant, *Senior Data Entry Technician*
Nelly R. Rosario, *Associate Data Entry Technician*
Barbara Counts, *Associate Data Entry Technician*
Pamela Kinsey, *Associate Data Entry Technician*
Darlene Kozlowski, *Associate Data Entry Technician*
Helen Kelly, *Associate Data Entry Technician*

Review and Investigation

Carol Hoekje, Esq., *Director*
Shreve E. Marshall, Jr., *Associate Director*
Brett Mead, *Associate Review Officer*
Amy Davis, *Assistant Review Officer*
Renee Cardelucci, *Legal Secretary*

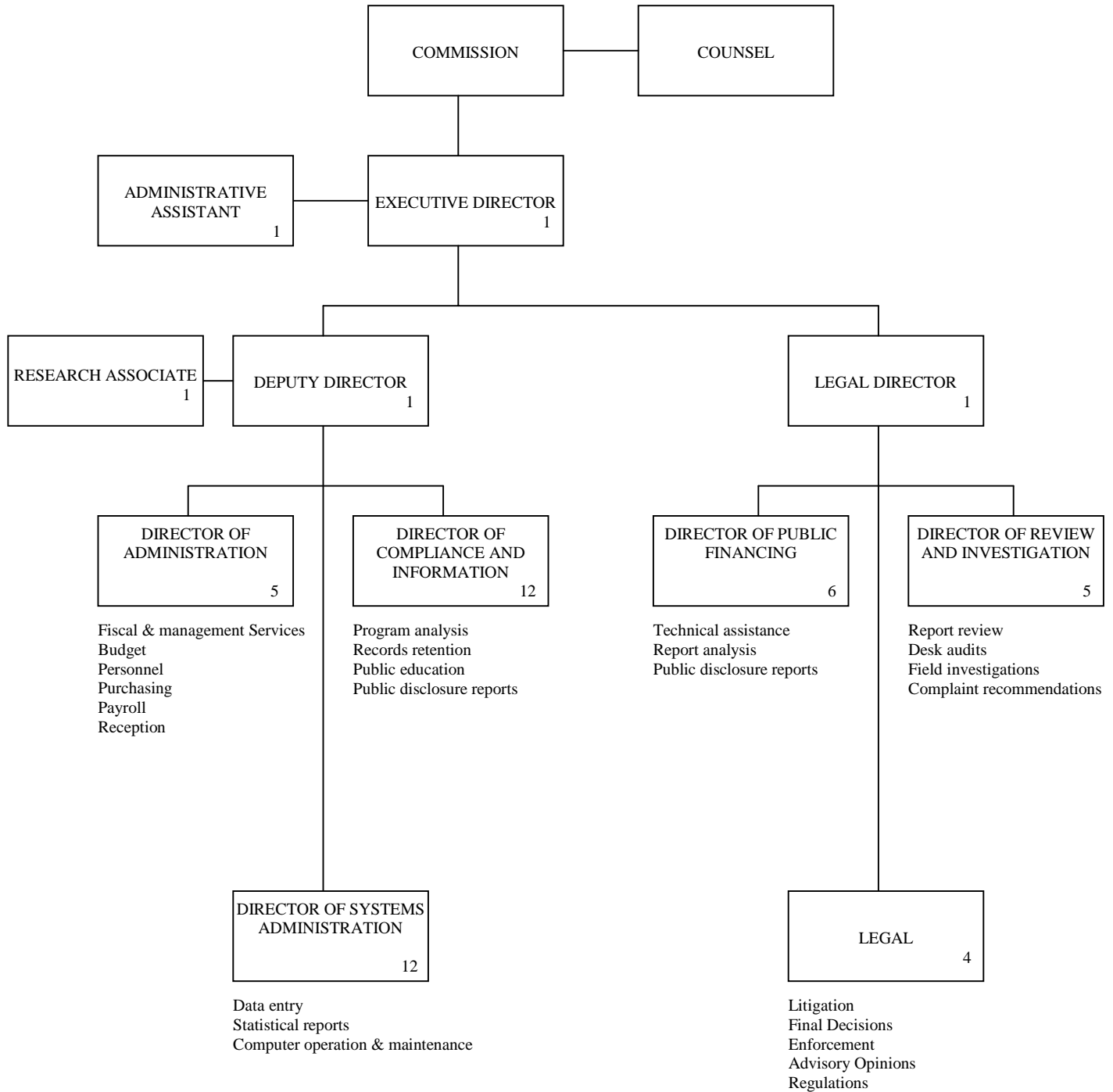
Public Financing

Nedda Gold Massar, Esq., *Director**
Louis Solimeo, *Computer Specialist*
Helen Staton, *Analyst*
Mitali Dutta, *Analyst*
Rahsan Canturk, *Analyst*
Lauren Yarosheski, *Analyst*
Tamika Kinsey, *Data Entry Technician*

*Serves in both positions



TABLE OF ORGANIZATION





EXECUTIVE DIRECTOR'S REMARKS

In the Winter, 2001 edition of Public Integrity, Craig B. Holman and Robert M. Stern write in their article "Access Delayed is Access Denied: Electronic Reporting of Campaign Finance Activity" that "the communications revolution and the development of the Internet is having a profound impact on the nature of politics, especially the rapidity and convenience of disclosing the flow of campaign money to the public." They point out that the electronic reporting of campaign finance records "has come a long way in just a few short years." Indeed, less than half-a-decade ago, Elizabeth Hedlund and Lisa Rosenberg could write in Plugging in the Public: A Model for Campaign Finance Disclosure that "there are agencies today whose disclosure operation is no more than several filing cabinets and a table." Campaign fundraising activity was terribly obscured by a jumble of data in paper reports that could be hundreds of pages long. Following the money without modern technology was a daunting task for the media, good government groups, and even the regulatory agencies themselves.

Fortunately, today, as Holman and Stern document, "in more and more jurisdictions, computer technology and the Internet have been providing election officials and, more importantly, the public with an almost instantaneous means to monitor the flow of money in politics." The best disclosure systems as the authors demonstrate are "easily accessible from any house

computer, and the data may be instantly searched, sorted, or downloaded." Among the jurisdictions cited in their article as examples of having closely met these criteria for excellence is New Jersey. The Election Law Enforcement Commission (ELEC) with the vital support of the administration and both parties in the Legislature was able to achieve such a distinction through the hard work and dedication of ELEC's outstanding staff. Within a remarkably short period of time from Governor Christine Todd



Frederick M. Herrmann, Executive Director

Whitman's announcement in her 1998 budget message that campaign contribution reports would be available on the Internet, ELEC went on-line with its web site in October, 1999. Not only did it provide all of the functions that Holman and Stern deemed essential for peak performance, it also offered according to the authors "one other feature that many other disclosure systems have thus far overlooked: a summary description of financial activity."

More specifically, electronic disclosure on the Commission's web site (www.elec.state.nj.us/) includes four major elements:

- Viewable campaign financing disclosure reports from May, 1999, forward for gubernatorial, legislative, county, local, and school board elections;



EXECUTIVE DIRECTOR'S REMARKS *continued*

- A search and sort mechanism for finding contributors to gubernatorial and legislative candidates as well as political party committees and legislative leadership committees;
- A downloadable database so that citizens may arrange contributor data in a variety of formats; and,
- Electronically filed reports (available in spring, 2001, for gubernatorial candidates and fall, 2001, for legislative candidates).

A major goal for ELEC was to make its system user friendly so that any citizen could use it with comparative ease. The start page gives the user clearly formatted choices of information including: filing requirements, forms and instructions, reporting dates, a contribution limits chart, a report viewer, a contributor search mechanism, statistical summaries, publications and news releases, advisory opinions, complaints and final decisions, regulations, and links to related sites. The Commission believes that creating an easily accessible web site was only half of its task in serving the public, the media, and other users — the other half was a support network. Consequently, visitors to the site may call ELEC's help-desk workers during Commission office hours for assistance in obtaining information or using it. Moreover, citizens can e-mail the Commission staff at any time of day or night to report web site problems or provide web site feedback.

In May, 2000, ELEC's computer project initiative received national recognition. The Public Employees Roundtable as part of its Public Service Excellence Awards Program presented the Commission with a prestigious Certificate of Appreciation. But ELEC does not intend to rest on its laurels. The Commission plans to expand its efforts to provide increasingly more data to the public and expand the number of candidates and entities filing electronically. ELEC views its computer project as work in progress that will continue to

be improved, upgraded, and enhanced. The Commission has aptly placed an 1822 comment by James Madison on its start page — “And a people who mean to be their own governors, must arm themselves with the power that knowledge brings.” Using modern, computer technology for disclosing campaign finance information is an essential tool in providing the public education that is crucial to the preservation of democratic government in our state and nation.



ELEC OVERVIEW

1973

Frank P. Reiche, *Chair*
Judge Sidney Goldmann, *Vice Chair*
Judge Bartholomew Sheehan, *Commissioner*
Florence P. Dwyer, *Commissioner*

1974-1979

Frank P. Reiche, *Chair*
Judge Sidney Goldmann, *Vice Chair*
Josephine Margetts, *Commissioner*
Archibald S. Alexander, *Commissioner*

1980-1981

Judge Sidney Goldmann, *Chair*
Josephine Margetts, *Vice Chair*
Andrew C. Axtell, *Commissioner*
M. Robert DeCotiis, *Commissioner*

1982-1983

Andrew C. Axtell, *Chair*
M. Robert DeCotiis, *Vice Chair*
Justice Haydn Proctor, *Commissioner*
Alexander P. Waugh, Jr., *Commissioner*

1984-1986

Andrew C. Axtell, *Chair*
Alexander P. Waugh, Jr., *Vice Chair*
Justice Haydn Proctor, *Commissioner*
Owen V. McNanny III, *Commissioner*

1987-1988

Judge Stanley G. Bedford, *Chair*
Owen V. McNanny, III, *Vice Chair*
Andrew C. Axtell, *Commissioner*
David Linett, *Commissioner*

1989-1990

Judge Stanley G. Bedford, *Chair*
Owen V. McNanny, III, *Vice Chair*
David Linett, *Commissioner*
S. Elliott Mayo, *Commissioner*

1991-1992

Owen V. McNanny, III, *Chair*
Judge Stanley G. Bedford, *Commissioner*
David Linett, *Commissioner*

1993-1994

Owen V. McNanny, III, *Chair*
William H. Eldridge, *Vice Chair*
David Linett, *Commissioner*

1995

William H. Eldridge, *Chair*
Owen V. McNanny, III, *Vice Chair*
David Linett, *Commissioner*
Michael Chertoff, *Commissioner*

1996

Judge Ralph V. Martin, *Chair*
David Linett, *Vice Chair*
Paula A. Franzese, *Commissioner*

1997-2000

Judge Ralph V. Martin, *Chair*
David Linett, *Vice Chair*
Paula A. Franzese, *Commissioner*
Lynnan B. Ware, *Commissioner*

2000

Judge Ralph V. Martin, *Chair*
Paula A. Franzese, *Vice Chair*
Lynnan B. Ware, *Commissioner*
Susan S. Lederman, *Commissioner*

EXECUTIVE DIRECTORS

1973-1976	David F. Norcross
1976-1981	Lewis B. Thurston, III
1981-1984	Scott A. Weiner
1984-present	Frederick M. Herrmann

COUNSELS

1973-1994	Edward J. Farrell
1994-present	James P. Wyse

CONSULTANT

1973-1978, 1982, 1986-1988	Herbert E. Alexander
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STATUTORY HISTORY OF ELEC

- **Commission** created by P.L. 1973, c.83 (N.J.S.A. 19:44A-1 et seq.) - "The New Jersey Campaign Contributions and Expenditures Reporting Act" - effective date: April 24, 1973.
- **Gubernatorial Public Financing Program** established by P.L. 1974, c.26 (N.J.S.A. 19:44A-27 et seq.) - effective date: May 6, 1974.
- **Personal Financial Disclosure Program** established by P.L. 1981, c.129 (N.J.S.A. 19:44B-1 et seq.) - effective date: May 1, 1981.
- **Lobbying Program** established by P.L. 1981, c.150 (N.J.S.A. 52:13C-18 et seq.) - effective date: May 22, 1981.
- **Continuing Political Committee (PACs) Quarterly Reporting** established by P.L. 1983, c.579 (amendments to N.J.S.A. 19:44A-1 et seq.) - effective date: January 17, 1984.
- **Lobbying Reform** established by P.L. 1991, c.243 (amendments to N.J.S.A. 52:13C-18 et seq.) - effective date: January 1, 1992.
- **Campaign Finance Reform** established by P.L. 1993, c.65 (amendments to N.J.S.A. 19:44A-1 et seq.) - effective date: April 7, 1993.
- **Street Money Reform Law** established by P.L. 1993, c.370, (codified as N.J.S.A. 19:44A-11.7) - effective date: January 7, 1994.
- **Uniform Recall Election Law** established by P.L. 1995, c. 105, (codified as N.J.S.A. 19:27A-1 et seq.) - effective date: May 17, 1995.
- **Political Identification Law** established by P.L. 1995, c. 391, (codified as N.J.S.A. 19:44A-22.2 and 22.3) - effective date: February 1, 1996.



LEGISLATIVE REVIEW AND RECOMMENDATIONS

Using electronic on-line legislative databases, the Legal Section reviews and monitors bills that would have a direct impact on the work of the Commission. The Commission offers testimony and technical assistance to legislative committees considering such legislation. During 2000, the first year of the 210th Legislature, 45 such bills were monitored.

During 2000, Governor Christine Todd Whitman signed a new law requiring gubernatorial candidates, as a condition of receipt of public matching funds, to disclose the financial activity of any issue advocacy organizations in which they have been involved.



Jeffrey M. Brindle, Deputy Director

Several other bills involving the gubernatorial public financing program were introduced in 2000 but were not enacted into law. These bills would exclude from match any out-of-state contributions or any contributions that were not disclosed to the public. They would increase the number of debates required of a publicly financed candidate, increase the gubernatorial income tax check-off from \$1 to \$3, and require that the

check-off amount be adjusted for inflation every four years.

Another important bill would extend lobbying disclosure requirements to entities engaged in “grassroots” lobbying. Finally, one significant piece of legislation would change the deadline for gubernatorial and legislative candidates to file personal financial disclosure statements which would give the Commission additional time needed to distribute forms and instructions to candidates, and would give candidates more time to complete the forms.

Legislative Recommendations

The Commission offers the following recommendations for legislative change:

Campaign Reporting Act

- Reduce the annual contribution limit to State political party committees, legislative leadership committees, and county political party committees from \$37,000 to \$15,000.
- Lengthen Commissioner terms to six years from three years; require that upon the expiration of a Commissioner’s term, a replacement be nominated within 90 days or the Commissioner serving in holdover status shall automatically retain the position for another term; and select the Commission Chair for a fixed term.
- Include in the definition of “candidate” all appointees to fill vacancies for elected offices.
- Prohibit a political committee or continuing political committee from containing in its name a candidate or officeholder.



LEGISLATIVE REVIEW AND RECOMMENDATIONS continued

- Raise the penalties applicable to gubernatorial public financing statutes to equal those applicable to campaign reporting violations.
- Create a public financing program for legislative elections.
- Prohibit contributions made directly from corporations and labor unions.
- Amend the Campaign Reporting Act to conform to recent amendments to the Penalty Enforcement Law.
- Double the Commission's operational budget to support better educational and enforcement activities at the local level.

Lobbying Disclosure Act

- Require reporting of "grassroots" or "astroturf" lobbying.
- Cap at \$250 the aggregate value of benefits in a calendar year that a legislative agent may pass to a legislator or State official for lobbying purposes.
- Require lobbyists to file quarterly rather than annual reports.
- Change the terminology of the lobbying law so that an organization or business that employs an individual to conduct lobbying activity on its behalf is referred to as a "represented group," and the individual conducting the lobbying activity is referred to as a "lobbyist."
- Conform the penalty provisions of the Lobbying Disclosure Act to those of the Campaign Reporting Act.

Gubernatorial Public Financing

- Eliminate the \$260,000 gubernatorial spending qualification threshold to remove a burdensome requirement on candidates and to reduce governmental interference in campaign spending decisions.
- Require that publicly financed gubernatorial candidates participate in three debates.
- Change the earliest dates for gubernatorial primary and general election debates to provide more time to resolve qualification issues.
- Require disclosure of occupation and employer information for contributions from individuals in excess of the \$400 disclosure threshold on reports filed by an Inaugural event committee.
- Study the effectiveness of the gubernatorial candidates' ballot statement program to determine if there are more effective and less costly ways of allowing candidates to communicate their views to the public.

Personal Financial Disclosure Act

- Provide for uniform disclosure of gifts, reimbursements, and honoraria of over \$250 in a calendar year and require disclosure of their value and a description of the article if other than cash.
- Require reporting of the occupation and employer of individuals providing reportable benefits.



LEGAL SECTION

The Commission's Legal Section had a busy year in 2000 on several fronts. The principal responsibility of the Section is to prepare and prosecute civil complaints vis-à-vis violations of the Campaign Contributions and Expenditures Reporting Act, the Lobbying Disclosure Act, the Personal Financial Disclosure Act, and the Uniform Recall Election Law. In tandem with these prosecutorial efforts, the Commission began posting on the Internet the full text of all Complaints and Final Decisions, providing full public access to its enforcement activities.

These enforcement activities are designed to achieve complete and accurate campaign disclosure as well as to impose sufficient civil penalties to discourage future violations.

Civil Complaints

Beginning with an inventory of 86 Complaint cases open at the end of 1999, the Legal Section issued 112 new complaints during 2000 and closed 102 cases during the year, leaving a total of 96 cases open as of the beginning of 2001. Monetary penalties collected during 2000 totaled \$92,733, a figure that was almost identical with the \$94,094 in 1999.

The majority of Commission complaints are issued against candidates who do not file any reports after

being notified by the Commission. In this category were 91 complaints against candidates whom the Commission determined had not filed any campaign reports. They included 36 cases in the 1999 general election, seven in the 2000 municipal election, and 48 in the 2000 primary election. These are relatively small numbers considering



From left to right: Gregory Nagy, Nedda Massar, Gail Shanker, Ruth Ford, and Maria Novas-Ruiz

that in 2000 more than 5,000 candidates filed reports with the Commission.

In addition to nonfiler complaints, 21 of the 112 new complaints issued in 2000 were the result of in-depth investigations conducted by the Review and Investigation Section and involved more complex violations. Among the most important of these complaints were those involving inadequate reporting of contributor information prior to an election.

At the conclusion of each case, the Commission issues a Final Decision that sets forth findings of fact and conclusions of law specifying the violations found. Final Decisions issued in 2000 included cases involving violations by candidates and committees in elections from 1995 through 1999 and in reports required to be filed by



LEGAL SECTION continued

political party committees and continuing political committees from 1995 through 1998. In addition to the Internet, all Complaints and Final Decisions are available for public inspection at the Commission's offices.

Regulations

Rulemaking is one of the Commission's most important means of clarifying and interpreting the laws it is entrusted to administer. During 2000, the full text of the Commission's regulations, and all proposal and adoption notices published in the *New Jersey Register*, were placed on the Internet for the convenience of the regulated community and the public.

Each State administrative agency must periodically review all of its regulations, determine which rules are obsolete or may need revision, and readopt those rules that remain necessary and reasonable. During 2000, the Commission undertook and completed an agency-wide review process that entailed a section-by-section examination of all Commission regulations, and over 50 substantive changes. Among the entirely new rules proposed and adopted were procedures for completion of reporting for a candidate account established for one election when unspent funds from that election candidacy are "rolled over" by the candidate for a subsequent candidacy. All proposed changes were the subject of a public hearing conducted prior to adoption. In addition to drafting and promulgating these important changes, the Legal Section also assisted in reviewing and writing new editions of both candidate and PAC Manuals, which manuals will reflect these changes.

Moreover, every four years the Commission is required by law to conduct a study of campaign costs. As a result of this study, comprehensive amendments to the rules were prepared and, after a public hearing, the new threshold and ceiling amounts were adopted.

Advisory Opinions

In response to requests for advisory opinions, the Commission renders opinions on contemplated future activity by individuals and entities subject to the requirements of the reporting Act. Accordingly, the following advisory opinions were issued last year:

- ***Candidate as an Officeholder:*** The Commission held that an elected officeholder who no longer maintains a candidate committee but continues to hold elected office was prohibited from establishing a continuing political committee (CPC).
- ***Reporting of funds received from an escrow account:*** The Commission held that a political action committee (PAC) must report as a contributor each entity that provided funds that were deposited into a special escrow account.
- ***Possible Prohibited Contribution:*** In this advisory opinion, a corporation that is a wholly-owned subsidiary of a major company, which in turn indirectly owns a separate subsidiary that provides consumer credit, asked if the statutory prohibition against political contributions was applicable to it. Because the question appeared to have possible applicability to other contributing entities in this State, the Commission referred the question to the Attorney General.

Conclusion

Interpreting and enforcing the provisions of the law are critical and challenging elements of effective administration of the campaign and lobbying financial disclosure entrusted to the Commission. The Legal Section looks forward to meeting the continuing challenges these important laws raise, and hopefully assisting the Commission in serving both the regulated political community and public effectively.



COMPLIANCE AND INFORMATION SECTION

Campaign financial disclosure constitutes the mission of the New Jersey Election Law Enforcement Commission. In late 1999, a disclosure revolution began when the Commission brought scanned images and a searchable database to the Internet. The year 2000 was the first full year of this “technology revolution.” As detailed below, the year 2000 was spent implementing and enhancing electronic disclosure while maintaining the “paper” options of days past.

Compliance

While there were no gubernatorial or legislative races in 2000, candidates and committees planning to run in 2001 and future elections were still required to file quarterly reports of their activity. Campaign quarterly reports for these and other upcoming elections were scanned to the Internet and available for public scrutiny within one week of being filed. Also, there were numerous local elections throughout the State during the year 2000, with 5,182 candidates, 1,507 PACs, and 550 lobbyists filing reports. Overall, approximately 18,300 campaign and PAC reports were filed and available on the Internet in the year 2000. Over 4,500 lobbying reports were filed and processed, as well.

Compliance with the campaign and lobbying laws remained high during the year 2000. This feat was accomplished by integrating the new technologies with the successful compliance tools from prior years. The Compliance Officers continued to be available both in person and by telephone to assist candidates, treasurers, and lobbyists with their filing questions. The

Compliance staff responded to 7,626 telephone calls throughout calendar year 2000.



From left to right: Evelyn Ford, Maria Concepcion, Samira Wood, Monica Triplin-Nelson, Linda White, Christopher Guear, Kim Key, Titus Kamal, and Desiree DeVito

Eight seminars were held during the year to provide filing assistance to the regulated community. Staff conducted several seminars in Trenton and also traveled to Atlantic City and Monmouth County. For the first time, staff showcased the web site as part of the seminar program. By showing candidates how to obtain filing materials and to view reports “on-line,” candidates and treasurers were given a new level of compliance support and convenience. These seminars are enormously popular and will continue to be a staff priority.

The staff of the Compliance and Information Section continued its direct mail outreach efforts during the year 2000. Staff sent a compliance manual to every candidate running for public office in the major elections, and sent forms and materials to every PAC and registered agent in New Jersey. Non-filer and delinquent letters were transmitted shortly after each filing date. These efforts on the part of staff were made more efficient as a



COMPLIANCE AND INFORMATION continued

result of the new office automation technology that became fine-tuned during the year 2000. Not surprisingly, the compliance rate remained in the high 90th percentile by the time elections were held.

An electronic filing pilot program for legislative candidates began in 1999 and was continued into the year 2000. Feedback sessions were held, and staff began work to enhance and improve the electronic filing software. The Compliance staff looks forward to the campaign year 2001 when electronic filing for its legislative candidates will be made available for the general election.

Overall, the Compliance and Information Section is very proud of its role in promoting compliance efforts during the 2000 calendar year. By using state-of-the-art technology to bring its materials to the Internet and by developing electronic filing, candidates, PACs, and lobbyists were in the best position ever to comply with their filing requirements.

Information

Due to the high priority placed on public disclosure, the Commission is considered to be one of the finest disclosure agencies in the country. New Jersey citizens are becoming more involved in the Statewide political process and in their local elections. As word continued to spread that campaign and PAC reports were viewable over the Internet, more and more people began to use the web site. As expected, the number of requests for staff-prepared information decreased in 2000, a good sign that our investment in the new technology is paying off. Staff responded to 617 requests for information and prepared 118,865 photocopies. This decreasing trend will hopefully continue each year, as Internet access becomes widespread.

The Annual Reports of financial activity of lobbyists continued to be of great interest to the press and public in 2000. The Compliance and Information staff

partnered with the Systems Administration staff to analyze and compile summary data contained in the Annual Reports. The information was entered and released on disk or on paper, and was also available on the Commission's web site. This project was the source of extensive coverage by the major media outlets and continues to provide a look at the process of influencing legislation and regulations.

Reports of lobbying activity, filed quarterly by all registered agents, were summarized and published four times during 2000. The summary contains a current list of every agent registered in New Jersey, a list of represented organizations, and other important information. Keeping the Governor, the Legislature, the Executive Branch, and the public informed of who is lobbying and the purpose of the lobbying is a key ingredient of the democratic process.

Conclusion

The year 2000 was the first full year of the ELEC technology revolution. Staff promoted the use of the new web site by providing support and guidance to the user community and by listening to user feedback. Modifications and enhancements were developed and implemented in response to the needs of the user. Simplifying Internet use to the highest degree possible while providing more information continued to be a priority. The staff of the Compliance and Information Section is very proud to be an integral part of the electronic disclosure movement and is looking forward to staying on the "cutting-edge" of this technology in the future.



REVIEW AND INVESTIGATION SECTION

The Review and Investigation Section had a number of occasions in the last year to utilize the benefits of computer technology in completing its work. The Section has strived to prepare investigative reports and complaints that are very specific and include a great volume of data pertinent to reporting of contribution and expenditure information. Records of a campaign or

organizational depository may typically consist of voluminous transactions, and analysis of these transactions is greatly facilitated by the existence of such computer programs as Excel. Working from bank records, data can be first entered and then sorted to identify and

compare contribution and expenditure information so that staff is able to examine a specific transaction as an isolated event or, working with the aid of computer technology, as a piece of a larger network of transactions. One useful example of such application is the identification of excessive contributions received and deposited over a period of quarterly reporting periods.

Investigations

In calendar year 2000, 54 new investigations were opened, 44 as a result of requests from the public, and ten as a result of staff review. Staff closed 45 investigations, with complaint recommendations in 21 of the cases.

In an investigation which involved one of the most serious examples of failure to disclose financial activity prior to an election, staff recommended a 40-count complaint against a candidate for municipal office



From left to right: Carol Hoekje, Brett Mead, Amy Davis, Renee Cardelucci, and Shreve Marshall

and the campaign treasurer including 23 counts for failure to report financial activity prior to the date of the 1998 municipal election, and additional counts for the receipt of excessive contributions and the failure to report financial activity prior to the date of the 1998 runoff election. Substantial staff time was spent inputting and sorting voluminous data from bank records, completing the investigative report with preparation and verification of 21 appendices setting forth detailed contributor and expenditure information.

The Review and Investigation staff completed its last nine investigations arising from the audit of the 42 county political party committees, for compliance with the requirements of the Reporting Act. All nine



REVIEW AND INVESTIGATION SECTION continued

investigations resulted in complaint recommendations. In all, the audit, which resulted in recommendations to open a total of 33 investigations, has resulted in 24 complaint recommendations and six letters of correction.

Subpoenas. The Review and Investigation staff issued 12 subpoenas in calendar year 2000 in eight investigations, eight to financial institutions for records of a campaign or organizational depository, and four for individual or corporate records as authorized by the Commission.

Requests for Investigation

In 2000, the Commission received 89 requests for investigation. The Commission did not have jurisdiction over seven of these requests, and eight additional requests were either resolved with the complainant, withdrawn, or otherwise administratively resolved. A net total of 74 requests for investigation from calendar year 2000 were presented to the Commission for a determination whether or not to open an investigation. Considerable time and effort is devoted by the staff to gathering sufficient background information to prepare these requests for presentation to the Commission for its review. A number of requests for investigation continue to concern political identification requirements on campaign literature, signs, and other communications. A person who requests that the Commission open an investigation should always forward as much specific evidence to support the allegations as possible. The Request for Investigation form is available on the Commission's web site ([http:// www.elec.state.nj.us/](http://www.elec.state.nj.us/)).

Additional Complaint Recommendations

The Review and Investigation Section is also responsible for generating complaint recommendations for those candidates or filing entities that did not file campaign, quarterly, or personal financial disclosure

(PFD) reports with the Commission. In 2000, the Review and Investigation staff prepared and forwarded to the Legal Section complaint recommendations that resulted in issuance of 36 non-filer complaints for the 1999 general election, seven for the 2000 municipal election, and 48 non-filer complaints for the 2000 primary election.



GUBERNATORIAL PUBLIC FINANCING SECTION

Three major tasks were accomplished in 2000 in preparation for the 2001 gubernatorial public financing program: electronic filing by publicly-financed gubernatorial candidates, the quadrennial adjustment of

Working with the Commission's computer consultants, a complex **GEFS** database was designed to enter a campaign's contribution and expenditure



From left to right: Lauren Yarosheski, Helen Staton , Mitali Dutta, Rahsan Canturk, Tamika Kinsey, Nedda Massar, and Lou Solimeo

the limits and thresholds in the Campaign Reporting Act, and, the hiring and training of temporary public financing staff.

Computer Developments

ELEC's unique software application permitting publicly-financed gubernatorial candidates to file electronically matching fund submissions and campaign reports became a reality in 2000 with completion of the Gubernatorial Electronic Filing System (**GEFS**). With **GEFS** in place, thousands of transactions and their related documentation can be recorded on a single compact disk. The information can then be loaded directly into the Commission's database, reducing the time needed to review matching fund applications. As a result, gubernatorial candidates receive matching funds sooner, and contributor information is provided on the Internet earlier.

information. In addition, all documentation required to be filed with contributions submitted for match can now be scanned by a campaign into the **GEFS** database and submitted to the Commission in the form of scanned images. The single database may be used by a gubernatorial campaign to create both the gubernatorial matching fund applications and gubernatorial campaign reports. Detailed **GEFS** user manuals were written and extensive testing of **GEFS** was completed in 2000.

The **GEFS** software was provided without charge to gubernatorial candidates in time for the 2001 primary election. For any candidate wishing to file gubernatorial campaign reports in the traditional paper format, new forms were designed and will be scanned into the Commission's computer system and made available to the public on the Internet. As a result, the Commission can accommodate both electronic and paper filing.



GUBERNATORIAL PUBLIC FINANCING SECTION continued

Gubernatorial Regulations

In the year before a gubernatorial election, the Commission is statutorily-mandated to calculate and publish a quadrennial campaign cost index (CCI) by examining inflationary changes in the costs relevant to all New Jersey campaigns. After conducting a review of the various limits and thresholds in the Campaign Reporting Act, including the limits applicable to the public financing program, and using the same methodology it has applied since the first CCI adjustment in 1993, the Commission determined that campaign costs in New Jersey had risen by 21.32 percent in the period following the 1997 gubernatorial election. Following the notice and public hearing process all thresholds and limits of the gubernatorial public financing program were adjusted pursuant to the CCI index.

The cost index process, the public commentary received, and the Commission's response were discussed in the "2001 Cost Index Report," which was published in December, 2000, and provided to the Legislature by the statutory deadline.

Preparations for 2001

The most important component of the public financing program is the temporary staff hired to review and process the candidate applications for matching funds and to respond to public inquiries for information. Four public financing analysts and one computer specialist were hired in 2000, and all received intensive training in Commission regulations and public financing computer operations.

Whether filed electronically or in a paper format, each contribution submitted for match and the supporting documentation must be reviewed by the public financing analysts for conformity with statutory and regulatory criteria. Contributions which are missing any required information are temporarily rejected for match until the

necessary information is supplied. All contributions are reviewed for compliance with the contribution limit. After this comprehensive review is completed, contributor data is made available to the public in a preelection timeframe as part of the contribution database on the Commission's web site.

Information seminars and "hands-on" training sessions for the new **GEFS** software were conducted in the fall for gubernatorial candidates and treasurers intending to participate in public financing.

Public Information

There has been a noticeable reduction in the number of photocopies of gubernatorial contribution information provided in response to requests from the public since contribution information for publicly-financed gubernatorial candidates became available on the Commission's web site in October, 1999. With Internet access, any person can now immediately view reports of gubernatorial contributors, sort the contributor data using several options, and download the data to the user's computer. All of this information is available at no cost. However, the need remains for public financing staff to respond to telephone inquiries from the public, press, candidates, other jurisdictions, and the academic community concerning the gubernatorial public financing program. Staff responded to more than 150 such public inquiries for information in 2000, and also provided guidance to persons in use of the contributor database on the Commission's web site.

The first date for receipt of a 2001 gubernatorial primary election matching fund submission was January 8, 2001. All steps necessary to administer the Commission's 2001 public financing program were completed by that date, and the Public Financing Section eagerly anticipates serving the public and the 2001 gubernatorial campaigns.



SYSTEMS ADMINISTRATION SECTION

The Systems Administration Section is responsible for managing the data received from disclosure reports, via traditional paper or electronically by diskette or CD. It is also responsible for providing



From left to right: Anthony Giancarli, Brenda Brickhouse, Brian Robbins, Kim Vandegrift, Peter Palaitis, and Carol Neiman

help-desk and desktop support to both in-house and out-of-house users as well as providing maintenance assistance and development for various programs in use by the Commission.

The Section grew with five more positions, two of which were filled during the year 2000. An administrator was hired to oversee systems programming and a technician was hired to oversee help-desk and desktop support. The search for additional computer staff has been ongoing and additional staff will be hired in the near future as an added complement to the existing computer staff.

The Systems Administration Section is responsible for managing the Commission's network and all of its peripherals. This mission includes overseeing the maintenance and administration of the servers, routers, switches, PC's, printers, and scanners. In addition to maintaining the hardware, the Section also maintains all of the maintenance and upgrades of the software applications.

Changes were again made to the network infrastructure, enhancing the systems to make them more powerful as well as faster for the many new users. Additional servers were added to the computer systems for development, testing, and production.

The Section has a full-time staff person responsible for help-desk and desktop support provided to ELEC staff for both hardware and software maintenance. The help-desk is also available to outside users for assistance related to our Internet site. A webmaster e-mail address was created this past year to accept e-mail concerning our Internet site.

Development and Programming

The Commission's biggest programming accomplishment was the completion of the Gubernatorial Electronic Filing System (GEFS). This program allows the user to scan images of their source documents, enter contributor and expenditure information, and create the reporting format for either a submission for public funding or an election cycle report. However, before the information is submitted to the Commission, it is encrypted through an encryption program and written to a Compact Disk (CD). When received by the Commission, the CD is run through a program to decrypt it and upload the contributor and expenditure information to the Commission's database. The information is then reviewed and processed for either a submission of public funding or an election cycle report to be viewed by the public on the Commission's web site.

A full-time systems programmer was employed to work on upgrading of the various systems, databases, and software. Other programming staff was kept busy during the year responding to the many in-house and out-of-house requests for campaign contributor information in electronic format. Programmers were also involved in



SYSTEM ADMINISTRATION SECTION continued

providing maintenance support for the many program applications used by the Commission.

The Commission also added various sections on the Home Page as well as a new section containing the text of the Commission's Regulations. Publications, such as the Commission's latest White Paper, are now available to be viewed on the Internet and can be downloaded to a user's PC.

The annual lobbyist summary information that is posted on the web site included additional spreadsheets. One contains a listing of compensation paid by lobbyist organizations while the other contains a listing by legislative agents of their receipts that contains the name of their clients, fees received, and the purpose for lobbying.



From left to right: Pam Kinsey, Helen Kelly, Brenda Brickhouse, Shirley Bryant, and Darlene Kozlowski

Data Entry

The data entry staff remained extremely busy during this non-legislative election year. Contributor data was reviewed, keyed, and verified for countywide races for both the primary and general elections. The contributor data information was entered within weeks after the filings occurred. Contributor detail data of the two State party, four legislative leadership committees, and the 42 county political party committees were also reviewed, keyed, verified, and made available to the public within weeks of the reports being received. Also, reviewed, keyed, and verified were the contributor data of the 2001 primary election legislative filings, and other future election filings for school board, May municipal, primary, and general elections for the years 2001, 2002, 2003, and 2004.

Data entry was also responsible for creating the election-cycle checklists that are used by the Compliance and Information Section for sending out notices to candidates and committees regarding filing requirements.

The quarterly and annual lobbyist and legislative agent report information are keyed into the computer system by the data entry staff as well. Summary reports are then created from the keyed information.

Future Projects

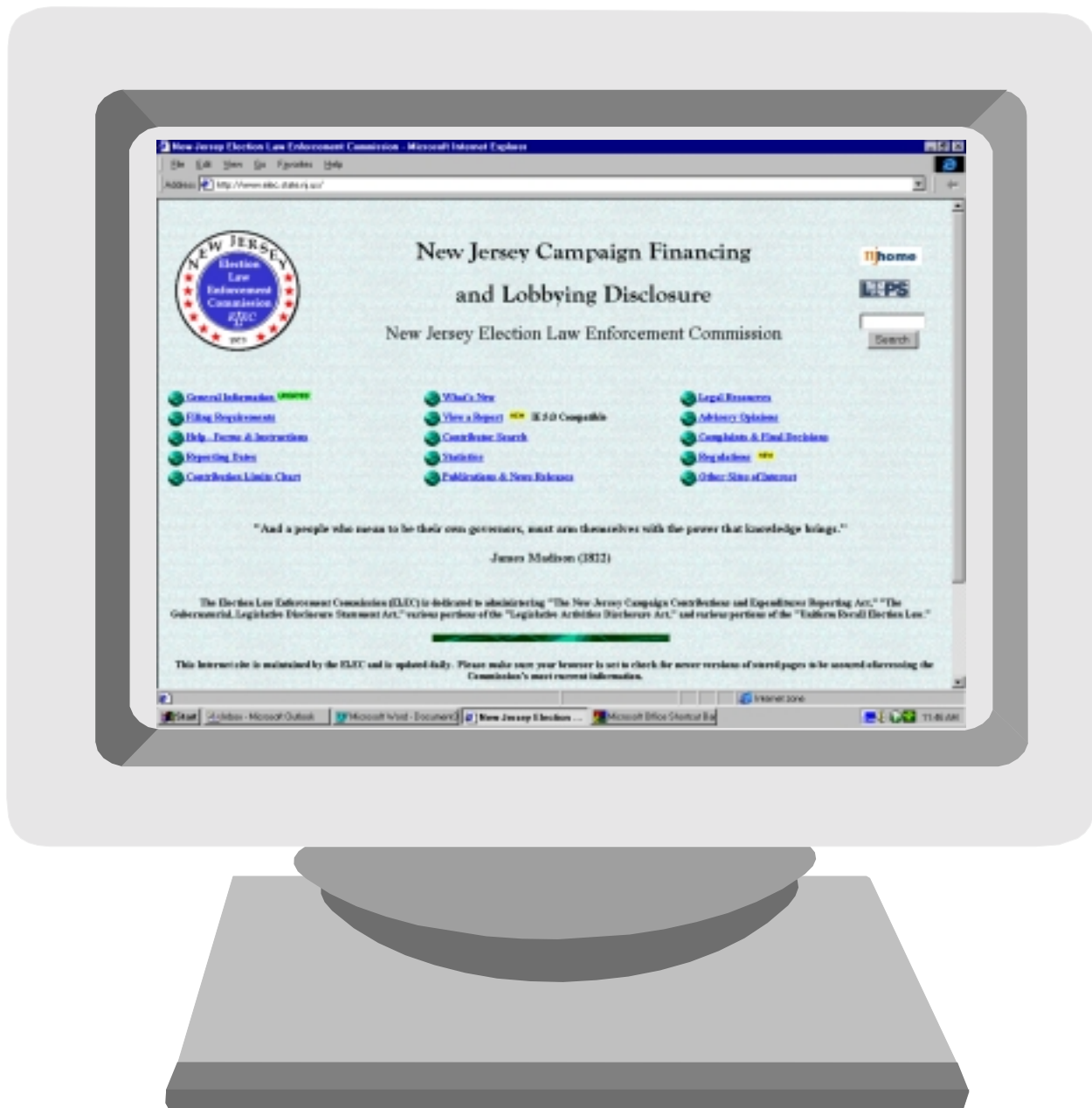
- Enhance the electronic filing program for legislative and local candidates and committees;
- Create electronic filing for PACs, consisting of the legislative leadership, political party and continuing political committees;
- Enhance the PAC module of the Commission's computer systems;
- Create a lobbyist module for scanning and electronic filing;
- Upgrade the Oracle database to keep up with industry standards, as well as upgrade the servers' and workstations' operating systems to Windows 2000;
- Enhance the Commission's Internet web site with more interactive information; and
- Enhance ELECTTrack (the Commission's legacy database application) to become a more effective compliance tool.



ELEC's HOME PAGE

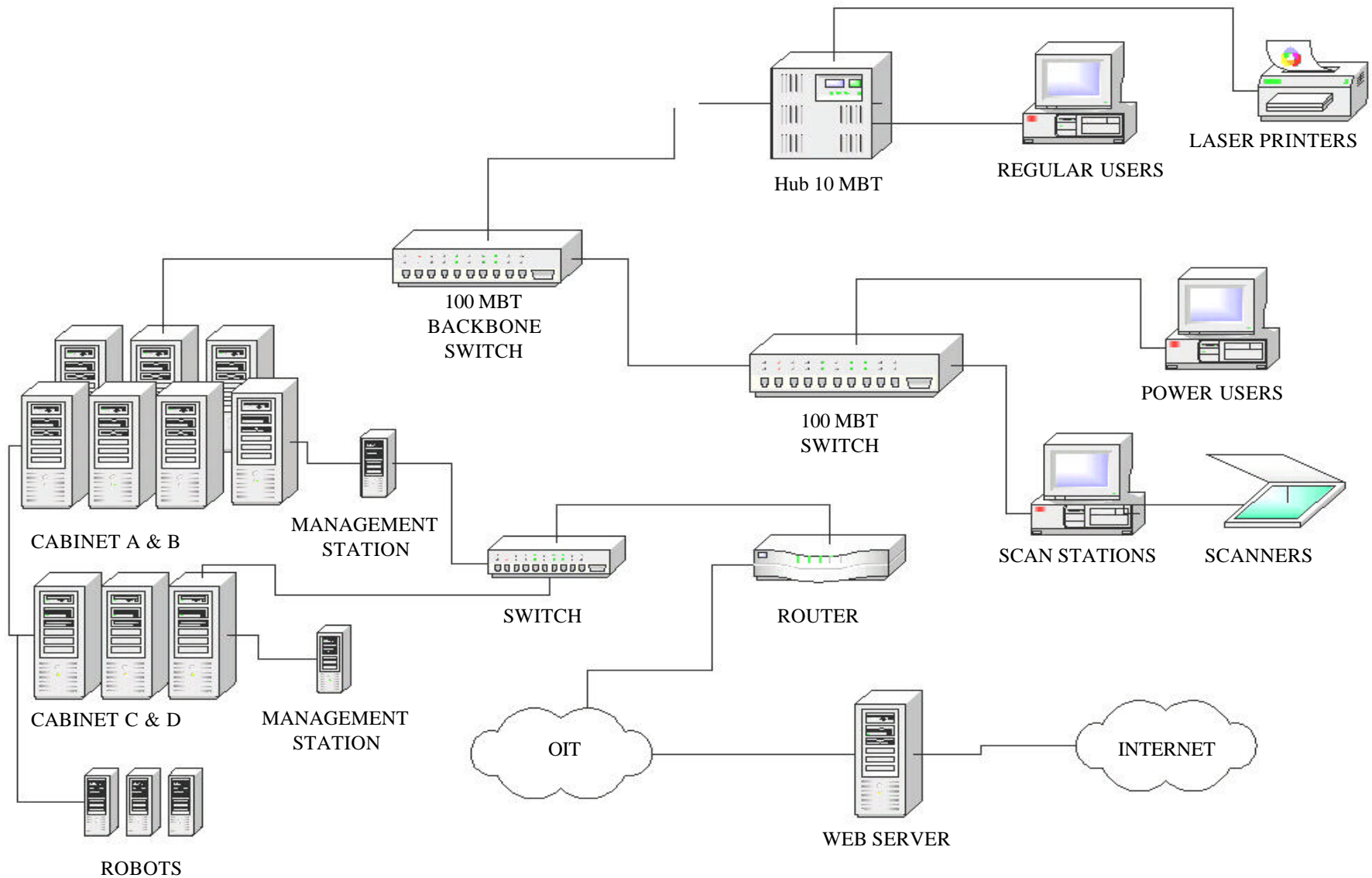
**THE NEW JERSEY ELECTION LAW ENFORCEMENT COMMISSION
PROUDLY ANNOUNCES ITS EXTENSIVE WEB SITE!
LOG ON TO VIEW REPORTS, SEARCH FOR CONTRIBUTORS,
OBTAIN FORMS, AND VIEW OTHER INFORMATION.**

www.elec.state.nj.us/





ELEC ONLINE





ADMINISTRATION SECTION

During 2000, the Administration Section effectively met the ever-increasing fiscal and personnel demands of the Commission. An essential part of the agency, Administration provides all management services for the Commission.



From left to right: Elaine Salit, Donna Margetts and Barbra Fasanella.
Debbie Kostival and Irene Comiso not shown.

Since ELEC is "in but not of" the Department of Law and Public Safety, the Department has no administrative responsibility or control over the Commission.

Managing the Budget

For FY-2001 (beginning July 1, 2000), ELEC received an annual appropriation of \$2,978,000. The additional increase of \$441,000 over FY 2000 is being used to fund additional staff in the Computer Section.

These new staff members are providing help-desk support for the public and press, and internal support maintaining our Internet site. The Commission also intends to purchase a "Jukebox" this fiscal year which will store all campaign finance reports filed with ELEC from 1999 forward.

Other Activities

Fiscal year 2000 was a very busy one for the Administration Section. Staff prepared a Space Planning Request (SPR) in 1998 anticipating ELEC's need for additional space in 2000. After months of negotiation, ELEC's request for additional space was granted. This space is currently being used to house the Commission's temporary Public Financing staff as well as the Review and Investigation Section. In addition to this space, ELEC was also given space in the mezzanine level of the building. The space is being utilized to store frequently-requested campaign finance reports from recent years. This move required a huge effort on the part of

the Administration staff in terms of facilities management. The task ranged from determining and providing necessary electrical, computer hookups, phone lines, equipment, carpeting, and painting to measuring for and ordering furniture. All of these tasks had to be completed on a timely basis. And despite the Verizon strike, the entire project was completed by September.

In addition, since the start of the new fiscal year, ELEC had hired six new permanent staff and five new temporary Public Financing staff. On one day alone, we had six staff begin work for the Commission. ELEC's



ADMINISTRATION SECTION continued

Personnel Officer conducted a group orientation seminar, a first for ELEC. Never before had more than two people started on the same day. This situation also required new forms to be designed in order to keep track of everyone's paperwork. The Personnel Officer now has a check-off list that new staff initial when they receive all their benefit information etc. This procedure has proven to be an invaluable tool for us. In addition, due to the increase in staff size, the task of payroll preparation has been greatly expanded. Due to this increase, ELEC's Payroll Officer now prepares and distributes monthly reports to staff in order to ensure proper recording of vacation, sick, voluntary furlough, and personal time. Additionally, a quarterly report is prepared for Directors to review to ensure the accuracy of timekeeping by section.

Looking Forward

The Commission anticipates that in the coming year its Internet site will continue to be accessed by a growing number of interested members of the public as well as the press. The extended election process that the country experienced this year will hopefully ignite new interest in the political process. In addition, the upcoming Gubernatorial Election should also inspire new awareness. As interest grows, the need for administrative support will increase as well. Requirements for new and updated computer equipment, vendor support services, personnel support etc., will all increase. The Administration Section is prepared and looking forward to meeting these needs.



ADMINISTRATION SECTION continued

In FY-2002, the Commission anticipates an appropriation of \$3,111,000 based on the Governor's Budget Recommendation, not including the Public Financing Program.

Comparison of Fiscal Years 2000 and 2001 Appropriations

	<u>FY-2000 Appropriation</u>	<u>FY-2001 Appropriation</u>
Personnel	\$1,678,000	\$1,734,000
Printing & Supplies	49,000	49,000
Travel	12,000	12,000
Telephone	40,000	40,000
Postage	38,000	38,000
Data Processing	250,000	250,000
Professional Services	36,000	36,000
Other Services	30,000	30,000
OTIS	27,000	27,000
Maintenance/Equipment	2,000	2,000
Furniture/Equipment	360,000	360,000
Commissioner Per Diem	<u>15,000</u>	<u>15,000</u>
Total Operational	\$2,537,000	\$2,593,000
Special Purpose		<u>385,000</u>
- for additional staff		\$2,978,000

2000 Evaluation Data

Disclosure Reports (Total)	22,852
<i>Campaign & Quarterly</i>	18,285
<i>Lobbyist</i>	4,567
<i>Personal Finance</i>	0
Photocopies	118,865
Investigations	45
Civil Prosecutions	112
Public Assistance Requests	8,850



ELEC OVER THE YEARS

