



**Finance
Department**

336 Fayetteville Street Mall • PO Box 550 • Raleigh • NC 27602-0550

Facsimile Transmission

To: Joyce McClary From: Melinda Conroy
Fax: 1-866-500-8910 Pages: _____
Phone: _____ Date: _____
Re: _____ CC: _____

Urgent For Review Please Comment Please Reply Please Recycle

Joyce attached are invoices paid to InfoSentry
for Fiscal year 2005 + 2006.

E-mail me if you have any other questions.



Period begins >>
 Period ends >>>>>

FINANCIAL SERVICES PROJECT HOURS

Name	Project	Date	Hours Worked	Description, Task Identifier, Comment
Newlink	04ncwcb1	05-Jan-05	0.25	Call to CherieP; re-xmit draft response to BobR (W002)
Newlink	04ncwcb1	06-Jan-05	0.50	Revise, send SEIMS-Wake County Project memo to BobR (W002)
Newlink	04ncwcb1	10-Jan-05	1.50	Prepare draft overview of SEIMS test strategy for Wake BOE mtg tomorrow (W002)
Newlink	04ncwcb1	14-Jan-05	0.25	Call to CherieP request for budget planning info for OnShare (W005)
Newlink	04ncwcb1	21-Jan-05	1.50	E-mails and calls re coming SEIMS migration meetings; preparing minutes and agenda for migration meeting (W002)
Newlink	04ncwcb1	24-Jan-05	1.75	Prep. call w/ CherieP; Conf. call w/ Wake BOE, Wake IS, and SEIMS re: migration to SEIMS; follow-up notes (W002)
Newlink	04ncwcb1	26-Jan-05	1.00	Review SEIMS migration materials from SBOE; review VBM legislation; call CherieP re: SEIMS migration and VBM plans (W002/W004)
Newlink	04ncwcb1	27-Jan-05	0.50	Review VBM e-mail/question from CherieP; draft and send e-mail response (W004)
Newlink	04ncwcb1	01-Feb-05	0.50	Reviewing 2005-1-B-47* [v.9] (1/25) pilot vote by mail revised draft at CherieP's request (W004)+E16
Newlink	04ncwcb1	08-Feb-05	1.25	Drafting VBM rebuttals memo for CherieP (W004)
Newlink	04ncwcb1	14-Feb-05	2.75	Prep. VBM materials; Mtg w/ CherieP re: VBM planning (W004)
Newlink	04ncwcb1	16-Feb-05	0.50	Discussion w/ CherieP re: amount of verification history being captured in SEIMS; review e-mails w/ CherieP and GeorgeG (W002)
Newlink	04ncwcb1	21-Feb-05	1.00	Drafting meeting minutes and sending to CherieP for comments; distribution to migration team (W002)
Newlink	04ncwcb1	03-Mar-05	2.00	Prep minutes, agenda, and revised schedule for migration meeting; participate in monthly migration meeting (W002)
Newlink	04ncwcb1	09-Mar-05	0.25	E-mail and calls to BobR and JuneN to set meeting to discuss migration project schedule (W002)
Newlink	04ncwcb1	18-Mar-05	0.75	Update and transmit project schedule to BobB; call to Bob R (W002)
Newlink	04ncwcb1	25-Mar-05	1.25	Prep and transmit SEIMS migration meeting minutes and updated project schedule (W002)
Newlink	04ncwcb1	05-Apr-05	0.50	Calls and emails scheduling migration team meetings (W002)
Newlink	04ncwcb1	13-Apr-05	1.00	Emails and calls to set up Wake migration team meeting and update materials and schedules (W002)
Newlink	04ncwcb1	14-Apr-05	2.75	Prep. And send meeting materials; Wake meet re call number 919.857.9149 attend monthly meeting (W002)
Newlink	04ncwcb1	17-Apr-05	3.00	Review and prep notes on Wake IS and SBOE SLA differences (W004)
Newlink	04ncwcb1	22-Apr-05	0.50	Call to Cherie re: EAC guideline response; SEIMS migration functionality issues; and SEIMS SLA issues (W002)
Newlink	04ncwcb1	09-May-05	1.00	Drafting Data Conversion Test Scripts for SEIMS conversion 1.0 hr 04ncwcb1
Newlink	04ncwcb1	13-May-05	3.50	Prep. Drafts of data conversion test materials. Mtg w/ Susan Myrick at Wake BOE re: testing and test planning for SEIMS Conversion (W002)
Newlink	04ncwcb1	14-May-05	1.25	Prepares minutes of last meeting; update project schedule; prep. for x-mit to project team (W002)
Newlink	04ncwcb1	16-May-05	3.25	Review SEIMS database conversion documentation; prepare comments for CherieP; prep form and process for tracking project conversion issues 3.25
Newlink	04ncwcb1	17-May-05	0.75	Reviews of SLA documents; prep and send e-mail to SLA participants (W002)

Newkirk	04ncwcb1	16-May-05	4.75	Monthly Wake County-SEIMS Migration Meeting; pre-meeting w/ SusanM; follow-up notes and call to Susan; review materials sent from Jui design and send data tracking form to SusanM (W002)
Newkirk	04ncwcb1	24-May-05	1.25	Reviewing/drafting emails for CherieP to SEIMS staff; prepare issues database and load existing items (W002)
Newkirk	04ncwcb1	25-May-05	1.00	Call w/ Susan Myrick re: testing issues; Call to Loyd M. (252.637.5547) re: testing issues (W002)
Newkirk	04ncwcb1	27-May-05	1.50	Email to Cherie; review of the issues and test database items; locating correct OnSphere contract draft for renewal next FY (W002)
Newkirk	04ncwcb1	28-May-05	5.75	Drafting meeting minutes from last migration team meeting; complete setup of HAVA-SLIM database and add first issues to database throu review of meeting minutes; modifying contracts for next FY (W002 and W004)
Newkirk	04ncwcb1	01-Jun-05	2.75	Meeting with SusanM at Wake BOE to set up the software and database review project; filing issue emails into issue formats (W002)
Newkirk	04ncwcb1	02-Jun-05	3.00	Setting up internet data and directories for Wake issue reports; call to Susan; reviewing emails and placing in database files (W002)
Newkirk	04ncwcb1	03-Jun-05	2.25	Draft; send email to CherieP and SusanM with copies of SEIMS issue tracking files; SLA meeting (W002)
Newkirk	04ncwcb1	08-Jun-05	3.50	Calls w/ SusanM re: review steps and commentation; review and update issue forms in issue tracking database (W002)
Newkirk	04ncwcb1	12-Jun-05	5.75	Reviewing and preparing forms in issue tracking database; generating report and sending to CherieP and SusanM (W002)
Newkirk	04ncwcb1	13-Jun-05	3.50	Call w/ SusanM re: issue forms and process; revising and reviewing new issue e-mails; updating issue database; preparing and sending a minutes from May meeting; preparation of SLA gap analysis (W002)
Newkirk	04ncwcb1	14-Jun-05	2.25	Receive issue forms; update database, generate and send issue reports to Wake BOE and State BOE; calls to SusanM; review and file e-m (W002)
Newkirk	04ncwcb1	15-Jun-05	1.50	Revise, update, and distribute migration project plan; Wake-SEIMS migration meeting; followup discussions w/SusanM; updates of issu database (W002)
Newkirk	04ncwcb1	16-Jun-05	1.75	Meet w/ SusanM re: test reports and plans for working w/ChrisM on tests; revise database conversion tests; revise issues numbering sche (W002)
Newkirk	04ncwcb1	17-Jun-05	3.75	Update and revise issue database; renumbering at request of SBOE; meet with SusanM and ChrisM re: database conversion test pl (W002)
Newkirk	04ncwcb1	20-Jun-05	0.50	Review and respond to memo from SusanM re: Prism database updates; followup call (W002)
Newkirk	04ncwcb1	23-Jun-05	2.50	Prepare and transmit agenda, minutes, and schedule; Wake-SEIMS Migration Meeting the Meet the Conference call for Thursday at 3 p. (MST) please call 857-8149 (W002)
Newkirk	04ncwcb1	27-Jun-05	2.75	Updating migration issues database; preparing and distributing reports; calls w/ SusanM (W002)
Newkirk	04ncwcb1	28-Jun-05	0.25	Discussion w/ JeanneB re: OnSphere contract; modify language and xmit contract draft to OnShare (W002)
Newkirk	04ncwcb1	29-Jun-05	0.25	Emails w/ OnSphere re: contract renewal; send contract draft with updated \$ amount
TOTAL			85.50	



Joan M Pia
07/25/2005 02:34 PM

To: Vera J Lane/Wake County@Wake County
cc:
Subject: Re: CC20002

Take the balance out of 06100 contracted services from fiscal year 2005.

Thanks!

Joan M. Pia, Office Manager
Wake County Board of Elections
O - 919-856-6255
F - 919-856-5864
jpia@co.wake.nc.us
Vera J Lane

Vera J Lane
07/25/2005 10:09 AM

To: Joan M Pia/BOE/Wake County@Wake County
cc:
Subject: CC20002

Joan,

I received an invoice for payment out of the above contract. The amount of the invoice is for 8550.00. However, there is 5775.00 remaining on the contract. Please let me know how you want me to proceed with this payment.

Thanks,

Vera J Lane
Senior Accounting Technician
Wake County Finance Dept (Box 314)
919-856-7222
919-856-6880 (fax)
vera.lane@co.wake.nc.us

2/3

221652
VL51089



INVOICE

TO: Wake County Board of Elections
 Attn: Cherie Poucher
 PO Box 695
 Raleigh NC 27602-0695

Invoice #: 0510001
 Date: 01-24-05
 Taxpayer ID#: 56-196-0175
 Vendor ID#: 01-101-01
 Period Beginning: 01-01-05
 Period Ending: 01-01-05

InfoSENTRY Proj./Agreement Identifier: 0410 web
 Customer P.O./Contract Number: Contract

Item	Qty	Rate	Amount																														
1. Fees for professional services on election information systems. (Detailed timesheet attached.)	11.50	\$100.00	\$1,150.00																														
<p>VENDOR # 221652 SIGNATURE: <i>Juan M. Pina</i></p> <p>INVOICE # 0510001 BOARD OF ELECTIONS</p> <table border="1"> <thead> <tr> <th>TRNS. CODE/SUBJECT</th> <th>QUANTITY</th> <th>UNIT PRICE</th> <th>TAX</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>02210001</td> <td>11.50</td> <td>100.00</td> <td></td> <td>1,150.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>201P</p>				TRNS. CODE/SUBJECT	QUANTITY	UNIT PRICE	TAX	TOTAL	02210001	11.50	100.00		1,150.00																				
TRNS. CODE/SUBJECT	QUANTITY	UNIT PRICE	TAX	TOTAL																													
02210001	11.50	100.00		1,150.00																													

INVOICE TOTAL \$1,150.00

Payment Terms: Net 30 days
 Please make payable to:
 Please send payment to:

InfoSENTRY Services, Inc.
 InfoSentry Services, Inc.
 Attn: Helen Sims
 P.O. Box 28048
 Raleigh, NC 27611 USA

Thank you for your business.

RECEIVED
 JAN 24 2005
 INFORMATION SYSTEMS

Period begins>>
Period ends>>>>



Name	Project	Date	Hours Worked	Description, Task Identifier, Comment
Newkirk	05ncwcb1	01-Jul-05	1.50	Update issues database and review issue status
Newkirk	05ncwcb1	06-Jul-05	0.50	Calls w/ SusanM and reviews of emails and issues forms
Newkirk	05ncwcb1	06-Jul-05	1.00	Prepare and transmit info request to MaryB re: performance specs; receive and file response; calls w/ LoydM, ChrisM, SusanM
Newkirk	05ncwcb1	07-Jul-05	1.00	Updating WakeSEMS issue tracking database
Newkirk	05ncwcb1	11-Jul-05	4.50	Preparing test results and issue forms; drafting results; meeting with SusanM et al; re: initial statistics
Newkirk	05ncwcb1	12-Jul-05	5.75	Reviewing and analyzing all issue form results and Chris's statistical tests; migs; w/ SusanM et al; re: test results; call w/ CherieP
Newkirk	05ncwcb1	13-Jul-05	8.00	Mtg. w/ SusanM and ChrisM re: test results; preparing draft report
Newkirk	05ncwcb1	14-Jul-05	8.00	Mtg. w/ SusanM re: status of all issues; prep. and deliver final v&v report
Newkirk	05ncwcb1	15-Jul-05	8.25	Participate in meeting of the Wake County BOE; prepare and distribute follow-up materials; calls w/ GaryB (2 calls) and CherieP
Newkirk	05ncwcb1	17-Jul-05	2.50	Read and review e-mails from CherieP; Prepare revision of draft minutes; review report sections; prepare draft letter for Dr. Gilbert
Newkirk	05ncwcb1	18-Jul-05	0.25	857-8149 for Wake County Conference Call w/ CherieP and SusanM
Newkirk	05ncwcb1	19-Jul-05	2.00	857-8149 for Wake County BOE Conference Call; prep and send RTF and TXT report versions to SBOE; call w/ MichaelD re: report a status of SEIMS implementation in MBurg per CherieP
Newkirk	05ncwcb1	25-Jul-05	1.50	call w/ CherieP; Write draft memo to Cherie re: Gary's memo and SEIMS implementation send to CherieP
Newkirk	05ncwcb1	26-Jul-05	0.50	Call w/ CherieP re: SEIMS mtg and responses
Newkirk	05ncwcb1	27-Jul-05	1.50	Calls with ChrisM re: SEIMS data conversion tape; calls with CherieP re: early voting issues; call with SusanM re: SEIMS data and test tracking; review Guilford issues list;
Newkirk	05ncwcb1	01-Aug-05	1.75	Review SBOE analysis of our report; provide response
Newkirk	05ncwcb1	08-Aug-05	0.25	Review and respond to "Commissioner 0" memos from WCOBE and SBOE
Newkirk	05ncwcb1	11-Aug-05	0.25	Prepare and send copies of the report CD to CherieP; SEIMS email review and response
Newkirk	05ncwcb1	15-Aug-05	0.75	Prepare job performance information for SusanM per CherieP request
Newkirk	05ncwcb1	25-Oct-05	0.50	Discussion w/ LoydM re: SEIMS issues and contingency plans
Newkirk	05ncwcb1	17-Nov-05	0.25	Read and responded to e-mail re: absentee ballot requests
Newkirk	05ncwcb1	25-Nov-05	4.00	Draft review report of effects of SEIMS Conversion for CherieP
TOTAL			54.50	