

September 17, 2020

MINUTES

The meeting was called to order by Chairman Ed Ryder at 9:05 A.M. Present were Mr. Dennis Pavella, Mrs. Janet Carson, Mrs. Joan Windnagel, Director Pete Zeigler and Deputy Director Michelle Lane.

First action of the Board was to view a demonstration of Election Equipment from RBM. Jay Perbix and Mike Doyle demonstrated Unisyn OVO tabulators, Ballot marking Device and High Speed Digital Image Scanner. Several questions were asked by Board Members and staff. Joan Windnagel inquired about the security when using off the shelf components. Mrs. Carson asked if the print out font size could be adjusted. Scott Daisher posed several programming, IT questions and Chairman Ryder inquired about the ownership of RBM. Jay Perbix stated that several Ohio Counties use their products, and a pricing list for the Board Members will be adjusted.

Mr. Pavella made a motion to approve the regular meeting minutes of August 11, 2020 as presented. Mrs. Windnagel seconded the motion. All voted: AYE.

Director Zeigler reviewed the current bills.

Mr. Pavella made a motion to approve payment of the following bills as presented. Mrs. Windnagel seconded the motion. All voted: AYE.

Blue Technologies \$96.29

Dean Supply \$539.70

K.M.I. Printing \$636.95

Michelle Lane \$36.80

Nancy McArthur \$40.66

Ohio Time Corporation \$251.33

Sunrise Spring Water Company \$16.40

Triad Governmental Systems \$143.08

Bloom Bros Supply \$700.00

Uline \$251.67

Graphic Village LLC \$11,700.00

K.M.I. Printing \$239.65

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Blue Technologies \$171.13

Southern Computer Warehouse \$ 1,745.74

GovConnection \$440.00

Janet Carson moved to adjust the Agenda so ballot quotes could be moved ahead. Mrs. Windnagel seconded the motion. All voted: AYE. Ballot quotes reviewed for 70,000 ballots. Jeremy Heroux was present to represent Midwest Direct. Chairman Ryder asked if we could be lost in the shuffle due to the many counties that have contracted with Midwest Direct. Jeremy responded that they do not sell over capacity to produce. Mrs. Windnagel stated that Youngstown Letter Service (formerly Oldfield Graphics) would be her choice because they have been successful for us in the past. She would prefer to stay with Youngstown Letter Service for this Presidential Election. Quotes from ES&S, Youngstown Letter Service, and Midwest Direct were reviewed by the Board. Joan Windnagel moved to accept Youngstown Letter Service quote. Mr. Pavella seconded the motion. All voted: AYE.

Director Zeigler informed the Board of the upcoming Budget Hearing scheduled for September 29th at the Commissioners' Offices. Chairman Ryder also plans to attend. Mrs. Carson requested a copy of the budget request be given to Board Members. Director Zeigler stated that he does not want the Board of Elections underfunded.

Munson Elementary has agreed to be a Polling Location. The equipment team has been there to design the location for voting. Scott Daisher and Nancy McArthur have completed the ADA Assessment. Dennis Pavella moved to accept Munson Elementary School for Munson Twp, Precincts D and F. Joan Windnagel seconded the motion. All voted: AYE.

PEO Staffing Levels and Poll Worker training - Director Zeigler stated we have been very successful in recruiting poll workers. So much so that he was asked to be a participant for the SOS Task Force on Poll Worker Recruitment and Training. We have double the Poll Workers needed. Director Zeigler informed the Board that he would like to increase the staff at several polling locations due to the many new Covid19 requirements that need to be addressed. We can expect more curbside voting. We will need people at the entrance for P.P.E. and additional cleaning. The Board gave Director Zeigler and Deputy Director Lane the authority to decide where to place people in these positions. The Board also recommended that twelve Marshals be recruited for the November 3rd General Election.

Director Zeigler brought to the Boards' attention that the numbering on the Ballot for the Chagrin Falls Exempted Village Schools, Issue 20, is out of sequence due to receiving late information from Cuyahoga County Board of Elections regarding the levies filed. He does not feel that this will present any problem.

Director Zeigler reviewed Directive 2020-20 and the pending litigation. To be proactive he has Maintenance Director Glen Vernick researching the possible purchase of Drop Boxes. Dennis Pavella recommended the Geauga County Safety Center, Middlefield Police Station and Russell Twp. Police

Station, if we need to implement using Drop Boxes. Dennis Pavella moved to approve these locations and a possible fourth to be determined at a future date. Mrs. Windnagel seconded the motion. All voted: AYE.

Appropriations transfers – Director Zeigler requested a transfer of funds from the following accounts:
\$4000.00 from Travel 1001-050-00-902 to Supply 1001-050-00-701
\$2864.00 from HAVA 2067-050-00-601 to Salary 1001-050-00-501
\$832.00 from HAVA 2067-050-00-601 to Supply 1001-050-00-701

Having Election Night onsite support was discussed. Mrs. Carson felt that we have not had a good experience in the past with such contracts and Chairman Ryder agreed. She felt we had an adequate staff to oversee Election Night. Director Zeigler and Deputy Director Lane felt it would be a backup if any problems did arise and show a proactive attitude. If the Board decided to contract with ES&S, they would want an individual who is very qualified. They asked the Director to seek a quote, and a decision will be decided at a later date.

Director Zeigler showed the Board a sample of a single use Styli he is interested in purchasing. He felt voters should have a choice to use a disposable glove or the styli to sign the poll pad. He felt 20 to 30 thousand could be purchased at thirteen cents apiece. Dennis Pavella moved to purchase thirty thousand styli. Mrs. Windnagel seconded the motion. All voted: AYE.

Precincts Claridon Twp. C and Bainbridge Twp. C were chosen in a random drawing by Chairman Ryder for the Board's Public Test. Dennis Pavella moved to approve October 13th 2020 as the Public Test date. Mrs. Windnagel seconded the motion. All voted: AYE

Mrs. Carson was interested in how many people were asked to attend the S.O.S Conference in January. At this time, the Secretary of State has asked the Director and Deputy Director as well as two Board Members to attend. Chairman Ryder felt there is a high possibility that the in person part of the Conference may be cancelled. Chairman Ryder and Board member Carson would like to attend. Both members, the Director, and Deputy Director will make their own hotel reservations when the dates are announced. Director Zeigler will make the conference reservations.

Director Report – Director Zeigler wanted the Board to know he has applied for a Center for Tech and Civil Life Grant. There are few strings attached but the money must be spent on elections. Board member Dennis Pavella moved to approve the Grant if it is received. Mrs. Windnagel seconded the motion. All voted: AYE.

Director Report - Director Zeigler stated much of his information was covered during the meeting. Director Zeigler brought the Board up to date on the new County Administration Building. Scott Daisher was asked to review the newest plans with the Board due to his extensive knowledge of our space requirements and equipment needs. He informed the Board of the positive and negative aspects of the new design. Board members expressed continuing concerns over aspects of the design. Chairman Ryder

asked Director Zeigler to write another letter with the current concerns to the County Administer, the Commissioners, and the County Prosecutor. Mrs. Carson made a suggestion that the Board of Elections might consider leasing the current County Office complex at 470 Center Street.

Deputy Director Report – Deputy Director Michelle Lane stated she is purchasing needed supplies for the office and Polling Locations, recruiting and training extra staff and also helping the Registration Supervisor with much of her work. She has sent out the NCOA Supplemental mailing and is processing the returns. Due to Covid19 there has been a large increase in the amount of materials needed for the Office and Polling Locations.

The Board took a brief recess **and Denise Pavella left the meeting (added October 15th, 2020)**. The Board then then viewed a presentation of Voting Equipment from ES&S. Craig Seibert and Jerry Amick demonstrated the DS200 which would take the place of the M100,Express Vote 22 (Automark) and the DS 450 Scanner which would replace the current 650 Scanner. The Board asked many questions of Mr. Seibert and Mr. Amick. The Express Vote could be used for early voting and write in reports would be available. Mr. Seibert also stated that if the Board chose to purchase from ES&S the current rental price of the 20 M100s for the current Election would be deducted from the purchase price.

Board Member Janet Carson moved to adjourn the meeting. Mrs. Windnagel seconded the motion. All voted: AYE. Meeting adjourned at 2:40 p.m.

Next Meeting - October 15, 2020, 9:00 a.m.