

**GEAUGA COUNTY BOARD OF ELECTIONS****SPECIAL MEETING MINUTES****May 4, 2021**

The meeting was called to order by Chair Joan Windnagel at 6:23 a.m. Present were, Mr. Dennis Pavella, Mrs. Janet Carson, Mr. Ed Ryder and Deputy Director Michelle Lane.

Mr. Pavella made a motion to open the polls at 6:30 a.m. Mr. Ryder seconded the motion. All voted: AYE.

Mr. Ryder moved to approve the April 15, 2021 Board Minutes. Mrs. Windnagel seconded the motion. All voted: AYE.

Upon Mrs. Lane's request, Scott Daisher was asked to join the meeting.

Deputy Director Report – Mrs. Lane informed the Board of the Office's activities in preparing for today's Election. She has been working on the 2022 Budget Work sheets for the Commissioners with Mr. Daisher as well as trying to research purchases to be made by the extended ADA Grant deadline. Deputy Director Lane has also secured the four tickets for the Ohio Secretary of State's Summer Conference.

The ADA Grant was discussed and the Deputy Director and Mr. Daisher informed the Board that two Microsoft Surface Tablets and accessories for have been purchased that meets the requirements of the ADA Grant. They have been reviewing ADA accessible Ballot Drop Boxes. One they hoped would meet the requirements did not. Any Drop Box considered should be approved by the Secretary of State as ADA approved to meet Grant requirements. The Board felt the purchase of a Drop Box was very acceptable. Mr. Pavella moved to approve up to \$11,000.00 for the purchase of an ADA Ballot Drop Box or Boxes. Mr. Ryder seconded the motion. All voted: AYE.

Mr. Daisher told the Board the lead person from ES&S will come to review our layout for an exit plan for the old equipment next week. ES&S is planning to deliver the new equipment sometime after the week of the thirteenth. Storage options for the new equipment were discussed and Mr. Daisher gave the Board the exact dimensions of the new equipment to be stored. Storage options with in our current building were discussed. ES&S would like to do the hardware training back to back for two days. The software training will be the week after the hardware training. It was also suggested Deputy Director Lane, Mr. Daisher, Mrs. Saikaly and Mrs. McGinnis be trained on the software. Mr. Daisher will get firmer delivery and training dates. Mrs. Windnagel also suggested when reviewing storage that the Board may want to consider purchasing new voting booths as the current ones are quite old and take up a considerable amount of space.

The Board still has many concerns regarding the new County Administration Building. Due to these concerns the Board previously had asked to be on the Agenda for the May 4<sup>th</sup> Commissioner's Meeting.

The Board as well as some staff attended the Geauga County Commissioner's Meeting at 10:00 a.m. to voice their concerns. The concerns ranged from parking, security and storage to the number of restrooms allotted the Board of Elections in their section of the building. The number of future in-person voters and the effect they might present in a multi department building was discussed. The cost of moving and the security checks of anyone handling the voting equipment were presented and who is responsible for the associated costs was asked by the Board.

Upon return from the Commissioner's Meeting Mrs. Windnagel informed the Board of the OAEO Northeast Regional Meeting on July 9<sup>th</sup> in Sherrodsville, Ohio hosted by the Carroll County Board of Elections. The Board will discuss further at their Regular May Board Meeting. The Board would also like to review the Agenda for the meeting.

There were no deficient Ballots to review. One ballot was determined to be a true blank ballot.

Mr. Pavella moved to allow Board employees to start processing Provisional Ballots on May 5<sup>th</sup>. Mr. Ryder seconded the motion. All voted: AYE.

The Board made a decision to visit and review active polling locations. The Board returned between 6:30 and 6:45 p.m. A discussion followed regarding possible future purchases and the new Administration Building. The Board also discussed using Bar Codes to track the new equipment.

At 7:30 p.m. Mr. Pavella moved to close the polls. Mr. Ryder seconded the motion. All voted: AYE.

Mr. Daisher delivered the Absentee results for the Board to review. The Board inquired of Mr. Daisher how long before charge backs are required to be submitted.

Mr. Pavella moved to accept the unofficial results (attached) at 9:46 p.m. Mrs. Windnagel seconded the motion. All voted: AYE.

Mr. Pavella moved to do the Public Test and the Official Results on May 20th at 9:00 a.m. Mr. Ryder seconded the motion. All voted: AYE.

Mr. Pavella moved to adjourn the meeting at 9:48 p.m. Mr. Ryder seconded the motion. All voted: AYE.