

## SPECIAL MEETING

March 30, 2022

## MINUTES

The meeting was called to order by Chairman Dennis Pavella at 10:01 a.m. Present were Joan Windnagel, Janet Carson, Director Michelle Lane, and Deputy Director Nora McGinnis. Board member Ed Ryder attended via WebEx. Present was guest Adam Litke, Administrator of Geauga Public Health. Guests attending the meeting via WebEx were Shelly Lewis, Nancy McArthur and Sharon Gingerich.

Mrs. Windnagel made a motion to approve the March 14, 2022, Board Minutes as presented. Mrs. Carson seconded the motion. All voted: AYE.

Deputy Director McGinnis prepared a ballot order report with proposed totals by ballot type within precinct. The number of ballots for split precincts was reviewed. Mrs. Windnagel made a motion to place the ballot order with Youngstown Letter Shop for the number of ballots per the report presented on March 30, 2022. Mrs. Carson seconded the motion. All voted: AYE.

Voting equipment and poll pads for Election Day needed to be allocated to the polling locations. Mr. Pavella made a motion to allocate one DS200 per precinct, one poll pad per precinct, one poll pad per voter assistance table for each polling location, and one express vote per polling location. Mrs. Windnagel seconded the motion. All voted: AYE.

Mr. Ryder made a motion to rescind the action to certify the 99<sup>th</sup> State House District Candidates, Sarah Fowler and Abby Kovacs that occurred March 14, 2022. Mrs. Windnagel seconded the motion. All voted: AYE.

Mrs. Carson made a motion to move the mask mandate discussion up on the Agenda to accommodate the guest, Mr. Litke. Mrs. Windnagel seconded the motion. All voted: AYE.

The current mask mandate for the Board of Elections staff states if one is fully vaccinated then wearing a mask is optional. Mr. Litke from the Board of Health stated that Geauga County has done well throughout the pandemic and that at present time, it is a personal choice whether or not to wear a mask. Ultimately the decision was made to leave the mask mandate as is in the Office and recommend but not require 6' social distancing.

Director Lane composed a letter to the Secretary of State regarding the on-going issues the Board of Elections is having with moving into the new County Administration building. Mrs. Carson added some clarification and more details to the letter. The Board reviewed the letter and was unanimous in their support of Director Lane's letter going out with Mrs. Carson's additions. The letter will be sent by certified mail to Secretary of State, Frank LaRose.

Director Report – Director Lane reported that a lot of time has been spent proofing ballots and poll worker training materials and the power point presentation. Mrs. Lane is researching the proper use of the grant money received from the State for use in the primary election. She is helping to prepare the postcards for the polling location change from the Newbury Auditorium to Veterans Legacy Woods and is working on the audit worksheet.

Deputy Director Report – Mrs. McGinnis has been assisting Director Lane with the proofing of ballots, poll worker training manual and power point presentation. She researched and prepared the ballot order worksheets for the ordering of the primary election ballots. Deputy Director McGinnis worked with Kristen Rine on public records requests. She is also starting to recruit Marshals for the upcoming election and will work with Director Lane to prepare the Marshal letters and training materials.

Mrs. Windnagel made a motion to adjourn the meeting at 11:31 a.m. Mr. Ryder seconded the motion. All voted: AYE.

Next meeting: April 21, 2022