

Geauga County Board of Elections

SPECIAL MEETING

March 20, 2019

MINUTES

The meeting was called to order by Chairman Ed Ryder at 9:02 a.m. Present were Mr. Dennis Pavella, Mrs. Joan Windnagel, Director Deborah Reiter and Deputy Director Dorothy Stange.

Chairman Ryder selected precincts for the Public Test. The Public Test to be conducted at 10:00 a. m. Selected precincts were, Chardon City C, Hambden Township B and Chester Township A.

Mr. Pavella made a motion to approve the Minutes of March 5, 2019 Special Meeting. Mrs. Windnagel seconded the motion. All voted: Aye.

Mr. Pavella made a motion to pay the following bills:

Triad Governmental Systems, Inc.	89,778.00
Blue Technologies	27.43
Sunrise Springs	14.90

Mrs. Windnagel seconded the motion. All voted : Aye.

The Board discussed the invoice from Election Systems & Software, due to the fact that when we change to new equipment the maintenance and warranty is included per the State, therefore we should not be billed for a year. The Deputy Director spoke to Craig Seibert and he e-mailed a response that we will be billed for May, 2019 and then go month to month. We are waiting for an invoice.

Mr. Pavella made a motion to accept the following Campaign Finance report as audited by staff:

2018 Pre-General	Committee to Elect Jim Dvorak
2018 Annual	Citizens to Preserve Chardon Traditions

Mrs. Windnagel seconded the motion. All voted: Aye.

The representative from Dell (cybersecurity) met with us on March 12, 2019 to review our methods of security and was going to meet with the IT department the following day.

Keith Cunningham and Ken Terry from KNOWiNK were here to review instructions for setting up the E-poll pads and informed us that KNOWiNK will have a new version coming out after the May election. We also discussed the possibility of a timed shut-off for the poll pads to save on the battery.

We did decide that we will put a label on the bottom of the base to record each time the poll pads are charged. Also, we will inform the VLM and one other worker the password for entry into the poll pads.

We received a quote for new computers for workstations from the IT Department and after meeting with the Dell representative, who suggested different computers than we had asked for, the approximate price would be between \$15,000-\$20,000 for all workstations. We also need to check if any of the equipment was purchased with HAVA funds. Mrs. Windnagel made a motion to purchase the necessary computers. Mr. Pavella seconded the motion. All voted: Aye.

The Director and Deputy Director discussed with the Board a spending limit in order to purchase or to permit us to have work done by an outside vendor when necessary, such as mailings or a new printer if needed. After some discussion, Mr. Pavella made a motion to spend up to \$2,500 and at the next meeting inform the Board of the use of funds. Mrs. Windnagel seconded the motion. All voted: Aye.

The Director, Deputy Director and the Board discussed Directive 2019-01, the Frequently Asked Questions and the fact that we cannot use laptops, signature pads or E-poll pads to check in voters. We believe we will be using large dyno labels with a signature line. This is still in the thinking stages to see what best fits for the voters.

We had one UOCAVA voter and so far four absentee requests for the May Special election. We are having a good response with the new way we are getting our poll workers in place.

The Board is looking at July to make a decision on new voting equipment that would give both the vendor and us enough time.

The Board was informed that we sent out 603 in county NCOA mailings and 900 out of county. We had Triad produce them and fold them and we stuffed, posted and sent them out at a cost of approximately \$ 255.51. The Board also signed a certificate for Henry Duchscherer, newly appointed Parkman Township Trustee.

Director Reiter informed the Board of the price of the printer for the Deputy Director and requested one for herself. Mr. Pavella made a motion that the Board purchase two printers. Mrs. Windnagel seconded the motion. All voted: Aye.

The Director told the Board that the County Commissioners are again offering a 3% raise, with 2% for employees and 1% as an incentive. The Director and Deputy Director will be evaluating Mrs. McArthur next month and will present the evaluation to the Board. Also the staff will be having a Safety meeting with Glen Vernick on April 4, 2019.

Deputy Director Stange reported that we have reserved the JFS truck for delivery and pickups for the May election. We will have the truck from May 1-May 10. The equipment team will be starting

on April 28. The Director, Deputy Director and staff is working with Nancy in preparing the instruction book for the poll worker's training meeting.

Mrs. Windnagel made a motion to accept the results of the Public Test. Mr. Pavella seconded the motion. All voted: Aye.

Mrs. Windnagel made a motion to adjourn the meeting at 10:28 a.m.. Mr. Pavella seconded the motion. All voted: Aye.

Next meeting: April 18, 2019 at 9:00 a.m.