

I. Call to Order/Pledge of Allegiance

Chairman Ray Lembke called the meeting to order at 10:05 a.m. Mr. Conrad led the Pledge of Allegiance.

II. Roll Call

Ray Lembke – Chair – Yes

Rick Combs – arrived at 10:11 a.m.

Gregg Conrad – Yes

Richard Grant – Yes

Also present were Director Stephanie Hemmer-Haight, Deputy Director Chris Dennison and Administrative Assistant Cherie Wilson.

III. Motion to Adopt the Agenda as Presented

Mr. Conrad requested that the agenda be amended to include “employment of a public official” in the executive session topics.

2023-1 – Mr. Conrad made the motion to adopt the agenda as amended. Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Absent (*arrived later*)

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

IV. Other attendees – Kenny Henning (SOS Liaison), Calvin Pauley

V. Public participation – Calvin Pauley (Friends of Liberty United Voter Integrity Committee)

Mr. Pauley addressed the board regarding ERIC (a shared interstate database), and asked questions about the sequence of counting votes on Election Night, and about an anomaly with an old walking list. Director Hemmer-Haight encouraged Mr. Pauley to become a poll worker and view the voting process firsthand. Mr. Pauley also had a question about voter registration reports; Mr. Henning will connect him to the SOS Election Integrity Division for some historical statewide voter reports. Mr. Pauley left the meeting at 10:13 a.m. after his comments.

The board recessed at 10:13 a.m.

The board reconvened at 10:16 a.m.

VI. Approval of Minutes

- December 5, 2022 – General Post-Election Audit Open
- December 16, 2022 – Post-Election Audit Certification and Regular Monthly Meeting

2023-2 – Mr. Grant made the motion to accept both sets of December minutes. Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

The board recessed at 10:17 a.m.

The board reconvened at 10:25 a.m.

VII. Approval of Bills as of January 18, 2023

2023-3 – Mr. Conrad made the motion to approve payment of the bills as of January 18, 2023. Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

VIII. Directors' Report:

A. Website update

Deputy Director Dennison reported that Revize is being more responsive; they have completed the initial web site look and want to set up some training sessions after January 23rd. They will teach Deputy Director Dennison and other employees how to do content-editing, including posting periodic election night results and other updates as needed.

B. HB 458

Mr. Henning briefly discussed the new legislation with the caveat that there is pending litigation. He indicated that an SOS directive and updated calendar are forthcoming. The legislation takes effect 90 days from the signing date of January 6th. It eliminates August special elections unless the subdivision is under a fiscal emergency; as of now, there are zero fiscal emergencies in Ohio. As counties prepare for PEO training, they will need to emphasize the new Photo ID requirements – passports can now be accepted, but other bills and documentation that were formerly accepted are now excluded. How to reallocate the early voting hours is still under consideration. Mr. Lembke asked if any filing deadlines were affected; Mr. Henning is unaware of any changes to that effect.

Mr. Lembke asked if the General Assembly has scheduled action on Joint Resolution 6 regarding constitutional amendments. Mr. Henning noted that the House is still organizing committees, and the Senate has no sessions scheduled until late January; action is unlikely by the February 1st deadline for the May ballot.

C. HB 45

Mr. Henning discussed the allocation of \$7.5 million for electronic poll book replacements. The funds will be allocated among the 88 counties based on the number of registered voters in each. Due to continued supply chain issues, few counties will be able to implement before November.

Mr. Combs inquired about CPR/AED certification for the directors and employees. Currently, Deputy Director Dennison and Tonia Blackburn are certified; Director Hemmer-Haight is trained, but her certification expired. Mr. Combs wants all of the employees trained to use the AED equipment.

IX. Executive Session

2023-4 – At 10:44 a.m., Mr. Conrad made the motion to go into Executive Session to discuss compensation and employment of a public employee or official, pursuant to Ohio Revised Code §121.22(G)(1). Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes
Mr. Conrad – Yes
Mr. Grant – Yes
Mr. Lembke – Yes

The four board members, plus the director and deputy director were present at the executive session. The administrative assistant made a brief statement to the board and left for the remainder of the session.

2023-5 – At 12:12 p.m., Mr. Conrad made the motion to come out of Executive Session. Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes
Mr. Conrad – Yes
Mr. Grant – Yes
Mr. Lembke – Yes

2023-6 – Mr. Combs made the motion to change the Administrative Support Specialist position to part-time, averaging no more than 32 hours per week, beginning on March 1, 2023, and to reappoint Cherie Wilson to that position; the pay rate is to remain the same until the board sets 2023 salaries. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes
Mr. Conrad – Yes
Mr. Grant – Yes
Mr. Lembke – Yes

2023-7 – Mr. Combs made the motion to give Director Stephanie Hemmer-Haight an extra week of vacation, to increase from three to four weeks of paid vacation annually, which is the same vacation given to the Deputy Director. Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Yes
Mr. Conrad – Yes
Mr. Grant – Yes
Mr. Lembke – Yes

X. Upcoming Events and Meetings

The board discussed the February meeting date. Based on the February 13th deadline to certify petitions for the May 2023 election, the board decided to meet on Wednesday, February 8th at 10:00 a.m. This meeting will include the rescheduled monthly meeting and petition certification.


- January 20 – must send notice to candidates required to file annual campaign finance reports
- February 8 (Wednesday) – February Regular Monthly Board Meeting
- June 27 (Tuesday) and June 28 (Wednesday) – Secretary of State Annual Conference (Easton)

XI. Adjournment


2023-8 – At 12:19 p.m., Mr. Combs made the motion to adjourn. Mr. Grant seconded the motion.

Upon roll call:

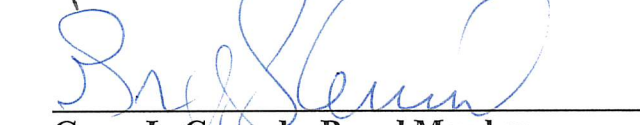
- Mr. Combs – Yes
- Mr. Conrad – Yes
- Mr. Grant – Yes
- Mr. Lembke – Yes



Raymond W. Lembke – Board Chairman



Rick W. Combs – Board Member



Gregg L. Conrad – Board Member



Rick Grant – Board Member

Date 2-8-2023

**APPROVAL OF BILLS FOR BOARD MEETING
JANUARY 18, 2023**

VENDOR	DESCRIPTION OF PAYMENT	AMOUNT
INVOICES APPROVED BY BOARD MEMBERS:		
CULLIGAN WATER	BOTTLED WATER - 1-1-23 TO 1-31-23	\$ 89.94
DEMOCRACYLIVE	2023 ANNUAL FEE FOR SECURE SELECT	\$ 1,715.00
E. S. & S.	B.O.D. BALLOTS & SET UP (PD. FROM LAST YEARS BUDGET)	\$ 5,329.25
E. S. & S.	DATA CONVERSION SERV. (PD. FROM LAST YEARS BUDGET)	\$ 4,960.00
HILTON - COLUMBUS	HOTEL - WINTER CONFERENCE - 8 PEOPLE	\$ 3,200.00
ODP (OFFICE DEPOT)	POWER EXTENSION CORDS (PD. FROM LAST YEARS BUDGET)	\$ 699.75
ODP (OFFICE DEPOT)	FILE FOLDERS (PD. FROM LAST YEARS BUDGET)	\$ 94.05
ODP (OFFICE DEPOT)	MISC. OFFICE SUPPLIES (PD. FROM LAST YEARS BUDGET)	\$ 1,376.52
RICK COMBS	REIMBURSEMENT - WINTER CONF.	\$ 272.60
GREGG CONRAD	REIMBURSEMENT - WINTER CONF.	\$ 25.34
CHRIS DENNISON	REIMBURSEMENT - WINTER CONF.	\$ 240.94
STEPHANIE HEMMER-HAIGHT	REIMBURSEMENT - WINTER CONF.	\$ 103.61
RAY LEMBKE	REIMBURSEMENT - WINTER CONF.	\$ 216.62
JACKIE SMITH	REIMBURSEMENT - WINTER CONF.	\$ 235.51
U S BANK	PCARD-CHRIS-FRAMES, POSTERS & BUTTONS (PD. FROM LAST YEARS BUDGET)	\$ 277.29
CHERIE WILSON	REIMBURSEMENT - WINTER CONF.	\$ 349.61
STAFF SALARIES	PAY PERIOD 12-12-22 TO 12-25-22	\$ 19,380.22
BOARD MEMBERS SALARIES	PAY PERIOD 12-12-22 TO 12-25-22	\$ 2,523.24
STAFF SALARIES	PAY PERIOD 12-26-22 TO 01-08-23	\$ 19,706.23
BOARD MEMBERS SALARIES	PAY PERIOD 12-26-22 TO 01-08-23	\$ 2,572.48
	TOTAL:	\$ 63,368.20