

### **I. Call to Order/Pledge of Allegiance**

Chairman Ray Lembke called the meeting to order at 10:00 a.m. Deputy Director Dennison led the Pledge of Allegiance.

### **II. Roll Call**

Ray Lembke – Chair – Yes

Rick Combs – Yes

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**

**2023-119** – Mr. Conrad made the motion to adopt the agenda as presented. Mr. Combs seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

### **IV. Other attendees – none**

### **V. Public participation:** Each speaker limited to maximum five minutes to address the Board

### **VI. Approval of Minutes**

- August 16, 2023 – Regular Board Meeting and Review Provisional Ballots
- August 21, 2023 – Open August Special Election Canvass and Review November Petitions
- August 29, 2023 – Certify August Special Election and Review November Write-Ins

**2023-120** – Mr. Grant made the motion to approve the three sets of August 2023 meeting minutes.

Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

### **VII. Approval of Bills as of September 20, 2023**

Mr. Conrad asked whether the grant money would pay the part-time and overtime salaries. In fact, most of the bills (excluding conference reimbursements, petition postage and miscellaneous office supplies) were August election expenses which the state is required by statute to pay (or reimburse).

**2023-121** – Mr. Combs made the motion to approve payment of the bills as of September 20, 2023.

Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

### **VIII. Directors' report**

#### **• Election Preparation**

Director Hemmer-Haight reported that Dan Shebesta (ES&S) will come Friday to reprogram ballots after the Ohio Ballot Board meets Thursday to adopt changes required by the Ohio Supreme Court. We will be ready to send UOCAVA ballots by the Friday (9/22) deadline.

#### **• Pollworker Training**

Leann and Crystal (PEO Coordinators) provided training for the office staff to assist with troubleshooting efforts on election morning and to clarify the new provisional envelope.

#### **• Wayne Township Polling Location**

Director Hemmer-Haight has been in contact with Teresa Hinnners about Wayne Township polling locations and the community center issues; the food pantry has agreed to skip the Monday immediately prior to Election Day if the polling location returns to the community center. Mr. Conrad asked when equipment is delivered; we would need tightened security from the time it is delivered (the week before Election Day) until it is picked up (a few days after the election). The

board asked the directors to inform Trustee Hinnert that the polling location would remain as is for the November election; there is no compelling reason to reconsider the old location until all physical and security issues are resolved.

- **Damage at Loveland Polling Location**  
Director Hemmer-Haight mentioned that tape from election signs had damaged the paint on a door at Loveland City Hall. She will get more information from the city on the cost of repairs, and she will remind the PEOs to use tape that does not damage the paint.
- **Directive 2023-16 – Elections Security**  
Deputy Director Dennison summarized the latest cybersecurity directive, which is basically a continuation of Directive 2022-38. There is funding available, but we are not aware of new needs that require grant money.
- **Advisory 2023-03 – Acquiring Electronic Pollbooks with State Funding**  
Director Hemmer-Haight discussed the state funding for electronic pollbooks (EPBs). The state requires a signed Memo of Understanding (MOU), which Brian Shrive has reviewed. Once the board has authorized the director to sign the MOU, it will be sent to the commissioners; there is a meeting with them on October 12<sup>th</sup> to review the required EPB funding and the BOE's 2024 budget needs. The directors plan to visit other counties to see the various types of EPBs in action. A March 2024 primary leaves little time to acquire, configure, test and deploy new EPBs before then; it may be best to proceed with selection and acquisition, but plan implementation for 2025.

**2023-122** – Mr. Conrad made the motion to authorize Director Hemmer-Haight to sign the Memorandum of Understanding with the County Commissioners and the State of Ohio regarding reimbursement for Electronic Poll Books. Mr. Combs seconded the motion. Upon roll call:

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

Mr. Combs suggested increasing pay for the rovers and poll workers (PEOs). Rovers are not reimbursed for mileage, their pay is intended to compensate their time and travel, but gas prices have escalated. PEO Pay is limited by statute to \$133.72 for Election Day, and is reviewed by the SOS when the Federal minimum wage increases. We have some flexibility with PEO training and travel pay. PEOs who pick up supplies and return them on election night are paid based on the route and the number of precincts. The rider of the opposite party is paid a flat rate; currently \$10. However, it is often difficult to convince PEOs to ride back to the BOE after a long day at the polls.

**2023-123** – Mr. Combs made the motion to increase the Election Day component of PEO pay from \$130 to \$133.72 and to increase the compensation from \$10 to \$25 for the opposite party rider bringing back ballots and equipment. Mr. Grant seconded the motion. Upon roll call:

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

**2023-124** – Mr. Conrad made the motion to increase rover pay from \$275 to \$350, plus \$50 for training. Mr. Combs seconded the motion. Upon roll call:

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

#### **IX. Upcoming Events & Meeting Dates**

- September 22 – FWAB posted (46 days) – UOCAVA ballots sent
- October 10 – Voter registration deadline for November 7, 2023 general election
- October 11 – Early in-person voting begins
- **October 18 Regular Monthly Board Meeting**
- November 7 – General Election Day – polls open 6:30 a.m. – 7:30 p.m.

**X. Motion to Adjourn**

2023-125 – At 11:23 a.m., Mr. Conrad made the motion to adjourn. Mr. Combs seconded the motion.


Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

  
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Raymond W. Lembke – Board Chairman

  
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Rick W. Combs – Board Member

  
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Gregg L. Conrad – Board Member

  
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Rick Grant – Board Member

Date 10-18-23

