

Chairman Tim Rudd called the Meeting to order at 10:01 a.m. Rick Combs led the Pledge of Allegiance. Board Members present were Tim Rudd, Dave Lane, Rick Combs, and Paul Campbell. Also present were Judy Miller – Director, Mike Keeley – Deputy Director, and Becky Rudd – Clerk taking record.

OTHER ATTENDEES: Keith Corman – SOS Liaison

APPROVAL OF MINUTES:

2012-63 – Rick Combs made the motion to accept the minutes from the May 24, 2012 Regular Board Meeting. Dave Lane seconded the motion. Upon roll call, all Members voted “yes”.

APPROVAL OF BILLS:

2012-64 – Dave Lane made the motion to accept and pay the June 28, 2012 bills. Rick Combs seconded the motion. Upon roll call, all Members voted “yes”.

DIRECTOR’S REPORT:

Letter of Retirement for Ruth Ann Werner:

2012-65 – Rick Combs made the motion to accept the Letter of Retirement, effective August 31, 2012, for Ruth Ann Werner after 24 years of solid service to the Board of Elections. Paul Campbell seconded the motion. Upon roll call, all Members voted “yes”.

Director Miller addressed the Board for the need to find a replacement for Ruth Ann’s position (R). She discussed the importance of the position of Poll Worker Clerk; it is a very demanding job and requires a very qualified person. Tim advised to post the job at the current starting salary of \$12.50 per hour. Rick made other suggestions regarding the job posting. Judy added that Bonnie Carlier (D) has considered retiring at the end of this year and she handles the Democrat Poll Workers. These positions will be party affiliated.

We will need 6 part-time employees to work the 6 computer terminals for in-person voting in the absentee voting room.

ES&S Professional Services Contract:

Judy discussed and gave the Board copies of the Profession Services Contract with ES&S. She sent the contract to Dave Frey (Prosecutor’s Office) and he wanted the rider added to it and approved it. Judy has the ten (10) days accounted for, for this election. Should we need additional days, they can be added and paid for as needed. ES&S has penciled us into their schedule.

2012-66 – Rick Combs made the motion to enter into and sign a Personal Services Agreement with ES&S effective July 1, 2012 thru June 30, 2013, to provide Election Support through June 30, 2013 for a minimum number of 10 days for \$14,500. Dave Lane seconded the motion. Upon discussion, Paul inquired about the carry over days. The days carry over to other elections within the contract year; any unused days would expire after one year. Upon roll call, all Members voted “yes”.

Judy discussed and gave the Board another quote for the Electronic Poll Book.
\$490,000 – was the original quote (includes signature pad and printer-no scanner)
\$483,652 – decreased price
+\$76,335 – cost of scanner
\$559,987 – total cost with signature pad, printer, and scanner

This is a piece of equipment we need for the future. ES&S offered to provide a demonstration of the equipment and we brought in 12 Poll Workers to attend. They all felt that they could work it but would want more training on it. They also thought it might be too much for this November election. We have the money to purchase the product now and may not have it later. At the least, we could have a director

use the machine at each polling location to guide voters to the correct precinct during the November election. This machine will print off a receipt telling where the voter’s precinct is located. Rick wanted to clarify that we can run this November Election without the machine, but it will be something we will need in the future. Judy agreed. Dave felt that if the money has been allocated, then why would we not get them. Tim’s concern is if we purchase now will the price drop next year or will there be a better model of the equipment or we need to spend more money to upgrade. Judy added that this model is an upgrade. There are 10 counties currently using this product and they all love the machine however, they did not suggest using the machine for the first time at a Presidential Election. After their poll workers caught on to it they loved using it. Dave asked when would we have to act on this if we want it. Judy stated that Dave Frey feels that we need to send this out to bid. Tim and Mike thought that since we are enhancing the equipment we would not need to send it to bid. Judy will have more information at the July meeting.

Election Administration Plan:

Judy put together the latest Election Administration Plan for the General Election November 2012. Judy added that we use a “Check-Off List” and it falls into line with the “time line” in the plan.

2012-67 – Paul Campbell made the motion to approve the Clermont County Election Administration Plan prepared for the November 6, 2012 General Election. Rick Combs seconded the motion. Upon roll call, all Members voted “yes”.

Judy updated the Board on the Absentee Requests to date. Secretary of State has given us to deadlines of July 31 and September 28 to have our voter registration database up to date; this is to prepare for the statewide absentee application mailings. This includes registrations, dups, mismatches, etc. We recently had a major upgrade in the DIMS voter registration system; this included the DXI, Jury Commission File, and Absentee Application upgrades.

Judy reported that the June 13th, Regional Summer SOS Conference was very good and beneficial for everyone attending. It was a great location (Xavier University), the entire staff attended and the topics

applied to the upcoming election. Dave agreed and stated it was one of the better conferences. Everyone liked the 1 day conference.

DEPUTY DIRECTOR'S REPORT:

Deputy Director Keeley reported that he attended the Clermont County Fair Board Meeting regarding the use of their facility as a polling location. We pay the set up people \$25 per precinct to receive equipment/supplies and to set up for Election Day. Last year we paid their grounds person the set-up fees. The Fair Board is suggesting that we should not pay him since the Fair Board is paying him. Mike explained our procedures to the Fair Board. However, because of the upcoming Fair they tabled the discussion until a later date. The Fair Board was concerned about an ADA problem with the slope at the entrance of the building and how this correction would be paid for. Mike stated that they would not have to pay the cost to bring the building into compliance. Mike will check with Dave Frey regarding the status of the Fairgrounds and whether or not it is a public entity.

At the last meeting, Mike addressed the Unity upgrade and the need to replace 3 computers. (The information he received originally was not completely accurate with regard to the upgrade.) The information originally provided was that the cost would be \$2,300 per machine. The actual cost if we buy thru ES&S would be \$3,532.50. Mike checked with the County IT Department and compared the cost for the same computer thru Dell which would be \$2078.70, a savings of \$1,453.80. We would have to ship these computers to ES&S in Texas and have them hardened at a cost of \$1,200. If ES&S comes in to program them on site, the cost will be \$2,300. Mike would rather have the work done in the office instead of sending the computers out and having the risk of the computers being damaged. There would still be a savings of \$350. There will be 2 computers at the BOE and 1 back-up system off site. Mike has placed the order.

Mike reported that Dan Shebesta (ES&S) will arrive July 2, 2012 to perform testing and maintenance on the three 650 Ballot Scanners and the 215 M100's. This will take a couple of weeks. Gregg Conrad has come in and prepared the set-up for this testing.

RESOLUTIONS: None.

EXECUTIVE SESSION: None.

NEXT MEETING DATE AND TIME:


July 26, 2012 at 10:00 a.m., Regular July Board Meeting,
August 20, 2012 at 10:00 a.m., Regular August Board Meeting (change of date) and
Certify Candidate & Local Option Petitions to the November 6, 2012 General
Election Ballot. (Board must appoint poll workers by September 15, 2012, will be
appointed at the August Meeting).

ADJOURNMENT:


2012-68 – At 11:15 a.m., Dave Lane made the motion to adjourn. Rick Combs seconded the motion. Upon direction from the Chairman, all Members answered “aye”.



Timothy R. Rudd – Board Chairman



Dave A. Lane – Board Member



Rick W. Combs – Board Member



Paul L. Campbell – Board Member



Attest – Judith A. Miller - Director

**APPROVAL OF BILLS FOR REGULAR BOARD MEETING
JUNE 28, 2012**

VENDOR	DESCRIPTION OF PAYMENT	AMOUNT
INVOICES APPROVED BY DIRECTOR OR DEPUTY DIRECTOR:		
ALPINE VALLEY WATER	BOTTLED WATER	\$ 40.55
BARRETT BROTHERS	CAMPAIGN FINANCE RECEIPT BOOKS - 3	\$ 107.50
DAYTON LEGAL BLANK	BUSINESS CARDS - MILLER & KEELEY	\$ 146.50
DAYTON LEGAL BLANK	10-S CONFIRMATION CARDS (1,000)	\$ 217.72
DELAGE LANDEN	COPIER RENTAL - 5-15-12 TO 6-14-12	\$ 324.57
DELAGE LANDEN	COPIER RENTAL - 6-15-12 TO 7-14-12	\$ 324.57
DELL MARKETING	4 - 2 GB REPLACEMENT MODULES - OPTIPLEX 745	\$ 123.80
DONNELLON MCCARTHY	SHIPPING CHARGES FOR TONER - COPIER	\$ 7.25
OFFICE DEPOT	17 STORAGE BOXES FOR REGISTRATION CARDS	\$ 592.28
OFFICE DEPOT	EXPANDING WALLETS FILES	\$ 76.00
OHIO SEC. OF STATE	SUMMER CONF. REGISTRATION - 12 PEOPLE	\$ 600.00
PITNEY BOWES	RENTAL ON POSTAGE MACHINE - JUNE	\$ 321.29
PITNEY BOWES	INK CARTRIDGES FOR POSTAGE MACHINE - 2	\$ 156.62
J. ROBERT TRUE	MAY PHONE BILL	\$ 341.72
U.S. POSTAL SERVICE	POSTAGE FOR POSTAGE MACHINE	\$ 26,000.00
U.S. POSTAL OFFICE - BATAVIA	ANNUAL FEE FOR BULK RATE MAIL - PERMIT #28	\$ 190.00
INVOICES APPROVED BY BOARD MEMBERS:		
JUDY MILLER	REIMBURSEMENT FOR SUMMER CONFERENCE	\$ 24.70
EDNA OWENS	REIMBURSEMENT FOR SUMMER CONFERENCE	\$ 24.70
BECKY RUDD	REIMBURSEMENT FOR SUMMER CONFERENCE	\$ 33.30
MIKE KEELEY	REIMBURSEMENT FOR SUMMER CONFERENCE	\$ 38.85
STAFF SALARIES	PAY PERIOD 04-30-12 TO 05-13-12	\$ 15,381.88
BOARD SALARIES	PAY PERIOD 04-30-12 TO 05-13-12	\$ 1,953.40
PART TIME EMPLOYEES	PAY PERIOD 04-30-12 TO 05-13-12	\$ 30.00
STAFF SALARIES	PAY PERIOD 05-14-12 TO 05-27-12	\$ 15,986.42
BOARD SALARIES	PAY PERIOD 05-14-12 TO 05-27-12	\$ 1,953.40
STAFF SALARIES	PAY PERIOD 05-28-12 TO 06-10-12	\$ 15,986.44
BOARD SALARIES	PAY PERIOD 05-28-12 TO 06-10-12	\$ 1,953.40
	TOTAL:	\$ 82,936.86