

Chairman Rick Combs called the meeting to order at 10:00 a.m. Paul Campbell led the Pledge of Allegiance. Board Members present were Rick Combs, Paul Campbell, Larry Heller and Ray Lembke. Also present were Judy Miller – Director, Julia Carney – Deputy Director, and Becky Rudd – Clerk taking record.

OTHER ATTENDEES: Beth Hamad – SOS Liaison arrived at 10:01 a.m., Mary Lynne Birck – Prosecutor's Office arrived at 11:08 a.m.

MOTION TO ADOPT THE AGENDA AS PRESENTED:

2017-24 – Ray Lembke made the motion to Adopt the Agenda as Presented. Larry Heller seconded the motion. Upon roll call, all Members voted "yes".

ES&S Professional Services Agreement – 2017 Renewal:

Director Miller explained that the ES&S Professional Service Agreement Contract (ballot design, election day support, etc.) expired December 31, 2016. The cost has gone up from \$1,485 per day to \$1,525 and this is our first increase in about five years. They are also changing this from a one-year contract to a two-year contract. If Dan Shebesta is only here for four hours we get charged for half a day and an entire election day regardless of the amount of hours is still one day.

2017-25 – Ray Lembke made the motion to extend the ES&S Professional Services Agreement Contract for two years, from January 1, 2017 through December 31, 2018, for their daytime monitoring and assessments with the elections only, to \$1,525.00 per day as the Director and Deputy Director suggested. Larry Heller seconded the motion. Upon discussion Larry inquired why we are just receiving this contract if it expired December 31, 2016. Judy and Rick explained Kevin Horvath was our Election Day Support and was moved up within the company (account manager) after the election. He has since left ES&S and the company is reorganizing after his departure and this is why we are receiving the information late. Upon roll call, all Members voted "yes".

APPROVAL OF MINUTES:

2017-26 – Larry Heller made the motion to approve the minutes of the February 23, 2017 Regular Monthly Board Meeting and the March 3, 2017 Board Reorganization Meeting. Paul Campbell seconded the motion. Upon roll call, all Members voted "yes".

APPROVAL OF BILLS:

2017-27 – Paul Campbell made the motion to accept and pay the bills as of March 23, 2017. Larry Heller seconded the motion. Upon roll call, all Members voted "yes".

Parking Availability for Board of Elections Visitors:

Larry Heller wanted to bring up the issue of limited parking in the parking lot around the buildings and that there is no designated spot for Board of Elections visitors/customers. There are some "30 minute" parking spaces at the side of our building and at the BCC building and he would like to swap out one of those spaces for one in front of our building. Judy stated that we did get several spaces during absentee voting days. The Board Members discussed the matter and agreed to move forward and Rick suggested starting with Steve Rabolt (County Administrator) regarding the parking space issue for Board of Elections patrons. He also suggested checking with Steve to see when the county plans on expanding the parking lot.

Provision in Senate Bill 199 effective March 20, 2017:

The governing body of a government building may now enact a policy that permits a licensee to carry a concealed handgun into the building. Rick received a call from Mary Lynne Birck (Prosecutor's Office) regarding this change. The Commissioners are going to receive information from the elected officials and Boards that have space in their buildings about what our thoughts are on this matter. Mary Lynne Birck has been designated to receive that input and then pass it along to the County Commissioners. Rick asked each Board Member to call and give her their thoughts on this posting.

Regular Part-Time Worker (Republican):

2017-28 – Larry Heller made the motion to hire Mike Keeley as a Regular Part-Time Worker at the rate of \$15.00 per hour, not more than 1,040 hours a year. Paul Campbell seconded the motion. Upon discussion Paul asked if Mike would be here when Gregg is here. Judy stated not necessarily, there are times they would work on tasks together and other times they would not. Mike will not be helping with training poll workers and will be on an as needed basis. He also has knowledge on the office equipment. Upon roll call, all Members voted “yes”.

Judy reminded the Board that they wanted the information on how much it costs to put an election together. Last year’s cost was about \$1,376,000. We were appropriated 1.4 million and ended up returning \$59,937. We always budget for a special election (\$60,000) but didn’t have one last year.

DIRECTOR’S REPORT:

Judy advised the Board that with limited support from ES&S, IDS is now going to help us with Election Support. Brandon Hoepfner (ISD) wanted us to use Robert Frost (ISD) but Robert is more involved with the county’s website than expected.

At 10:37 a.m. the Board went off the record for a short break.

At 10:40 a.m. the Board went back on the record.

Mike Elias (ISD) has been assigned to help with the election support and Brandon Hoepfner will also be on hand to likewise learn the Election Support Functions. Dan Shebesta (ES&S) suggested starting with Election Night Reporting. Dan will be here April 20th to start training Brandon and Mike. Jackie Smith can also assist when needed. Since Kevin Horvath has left ES&S they do not have anyone for Election Support for the May Special Election but can give telephone support for Brandon and Mike. Rick advised that he is not comfortable without ES&S Support and Paul agreed. Larry’s concern is that if something did go wrong we don’t want it coming back on us that we didn’t have the qualified personnel here. Ray added that it is a good idea to have county people (ISD) trained to run the election if ever we would need them because ES&S couldn’t be here, but still wants ES&S here for the election. Judy added that we must tell ES&S in advance when we want support, which Judy did, but we don’t have a contract with them that states they will provide support. Judy also stated that we need an IT person but not full time. Rick stated that ES&S won’t let us down and the Board wants someone here Election Day. Our IT people can run the election with ES&S overseeing them. Rick would like Judy to set up a meeting with Brandon, Judy, Julia and himself. Judy advised the Board that the election is on target.

The Poll Worker Recognition date has been set for June 9, 2017 – 1:00 pm – 3:00 pm. It is for retirees and those with 35 years of service. We will have the certificates for Dave Lane’s and Edna Tree’s family that day also.

Judy advised the Board that several people have starting turning in petitions for the November election. Hamilton County Board of Elections advised us that Janet Everhard filed a Nominating Petition (Democratic Party) for the 2018 Primary Election for the 2nd Congressional District, and we will be checking the petitions that are from Clermont County.

Judy has the staff evaluations if the Board wants to see them this meeting or wait until the next meeting.

ELECTION TABULATION EQUIPMENT - REIMBURSEMENT

Judy discussed the equipment purchases and gave the Board an email from Aaron Ockerman updating efforts to secure a state match for the purchase of voting equipment. He is very mindful of counties, like ours, that have already purchased equipment.

Julia added that Commissioner Painter stopped in the office last week and inquired about election equipment purchases. Julia advised him that the vote remote was our oldest piece of equipment and she did not discuss equipment reimbursement with him.

DEPUTY DIRECTOR’S REPORT:

Deputy Director Carney reported that she attended the Director and Deputy Director Training in Columbus. She had the opportunity to meet Directors and Deputies from other counties and felt that she had a lot of on the job training.

The absentee ballots for the May Special Election are here, checked and ready to go. The Election Day ballots will be delivered Monday (3-27). She gave the Board copies of the in-office absentee voting hours.

RESOLUTIONS: None.

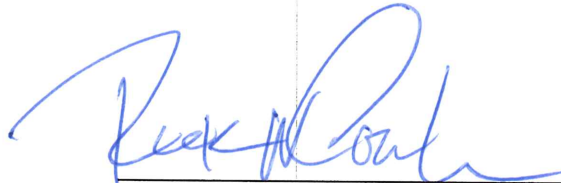
EXECUTIVE SESSION: None.

NEXT MEETING DATE AND TIME:

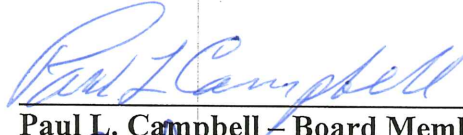
April 20, 2017 at 9:00 a.m., Public Test & Regular Board Meeting,
May 2, 2017 at 6:30 a.m., Election Day Board Meeting,
May 15, 2017 at 10:00 a.m., Opening of Certification,
May 18, 2017 at 10:00 a.m., Certification of Special Election & Regular Monthly Meeting.

ADJOURNMENT:

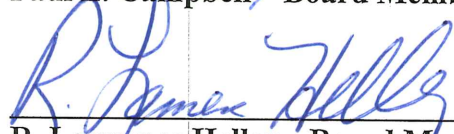
2017-29 – At 11:41 a.m. Larry Heller made the motion to adjourn. Ray Lembke seconded the motion. Upon roll call, all Members voted “yes”.



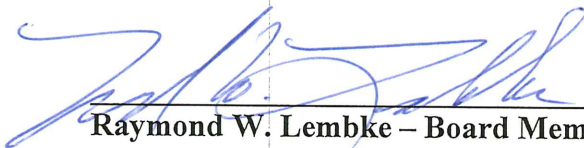
Rick W. Combs – Board Chairman



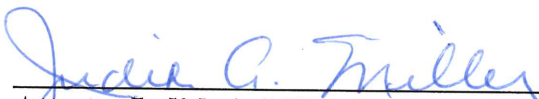
Paul L. Campbell – Board Member



R. Lawrence Heller – Board Member



Raymond W. Lembke – Board Member



Attest – Judith A. Miller – Director

Minutes signed on April 20, 2017

APPROVAL OF BILLS FOR BOARD MEETING

MARCH 23, 2017

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