

I. Call to Order/Pledge of Allegiance

Chairman Ray Lembke called the meeting to order at 9:03 a.m. Deputy Director Dennison led the Pledge of Allegiance.

II. Roll Call

Ray Lembke – Chair – Yes

Rick Combs – Yes

Gregg Conrad – Yes – by speakerphone

Richard Grant – Yes

Also present were Director Julia Carney, Deputy Director Chris Dennison and Administrative Assistant Cherie Wilson.

III. Other Attendees – Kenny Henning – SOS Liaison, Mary Lynne Birck – Legal Counsel

IV. Approval of Agenda

2020-131 – Mr. Combs made the motion to adopt the agenda as presented. Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

V. Public Participation – none

VI. Public Test for November 3, 2020 General Election

At 10:20 a.m., the board recessed while Mr. Lembke and Mr. Grant observed the test deck run through the DS-850 ballot scanner.

At 10:40 a.m., the board returned from recess. Mr. Combs read the results from the newly run test deck report while Mr. Lembke compared it to the control sheet. The Board found the results matched and that the DS-850 ballot scanner was counting accurately.

2020-132 – Mr. Combs made the motion to accept the results of the Public Test. Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

VII. Approval of Minutes

2020-133 – Mr. Grant made the motion to approve the minutes from the September 23, 2020 regular board meeting and the September 30, 2020 special board meeting. Mr. Conrad seconded the motion.

Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

VIII. Approval of Bills as of October 21, 2020

2020-134 – Mr. Combs made the motion to accept and pay the bills as of October 21, 2020.

Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

IX. Appointment of Poll Workers

The board reviewed the lists of Democrat & Republican Precinct Election Officials that have been assigned to date. Mr. Combs asked for definitions of PEO roles for the record. Director Carney described the roles as follows:

Voting Location Manager (VLM) – overall manager of the precinct, runs the electronic poll book and checks voters in.

Recording Clerk – writes the voters names and stub numbers in the recording book

Ballot Judge – removes the stubs and gives the voters their ballot and instructions

Provisional Clerk – processes provisional voters as determined by the VLMs

Door greeters – extra PEOs at each location who will assist with sanitizing and social distancing; they are trained on multiple roles so they can substitute for a last-minute cancellation.

Director Carney reported that we are getting some cancellations and will use the One Call system to boost our lists and have standby workers available. During the September 23, 2020 board meeting, the board voted to increase the PEO training pay from \$25 to \$35. When Director Carney submitted the increase to the county, she was notified that the training pay had already been increased to \$35 in 2017. Due to the misunderstanding, she is working with the county to determine if we can add the extra \$10 to the regular PEO pay.

The PEO lists included the PEOs that were already approved during the August 17, 2020 meeting. There was no need to re-appoint Deborah A. Cook and Dallas L. Grant, relatives of board members, since they were already appointed at the August meeting.

2020-135 – Mr. Combs made the motion to appoint the list of Democrat and Republican poll workers with the exception of Deborah A. Cook and Dallas L. Grant, who have already been appointed. Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Abstain

Mr. Grant – Yes

Mr. Lembke – Yes

X. Voter Registrations of UOCAVA Voters Received After Close of Registration

Deputy Director Dennison described a situation with a family of overseas voters who had emailed federal postcard applications, which function as combined registrations and applications. One family member claimed that she emailed the federal postcard application (FVAP) for herself and 4 other family members in a single email to elections@vote.clermontcountyohio.gov on 8/20/2020. She called on 10/7 (after the close of registration) to ask if they had been processed. We did not receive the email. All staff with access to the “elections” inbox checked again, including junk and deleted folders. The county IT department also checked but found no record of the August email. The family forwarded the emails with the attached FVAP forms as evidence of sending the applications. Mr. Lembke inquired if there was any possibility that our email system was configured to block emails from potentially suspicious addresses, and asked if it was sufficient that they emailed the requests. Mr. Grant asked what would happen if they had mailed the applications with a receipt but we did not receive them; is there an applicable directive? The rule for registrations is that they are postmarked by October 5 (30 days prior to the election). Since we do not have enough information to say the voters’ evidence of submission is not credible, the board agreed to err on the side of inclusion and accept the federal postcards as valid registrations and applications, provided the voters are otherwise qualified. Ms. Birck stated that we believe this is an isolated incident, and not necessarily precedent-setting; if a similar situation ever occurs, it should be judged by the facts of the specific situation.

2020-136 – Mr. Combs made the motion to accept the registration of all 5 individuals (Carolyn Wallner, Bryan Wallner, Lila Jean Wallner, Audrey Carolyn Wallner, and Peter James Wallner) and their past and current paperwork and the evidence and explanation provided by the Deputy Director.

Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

XI. Director’s Report

A. General election update

1) Observers

We have official observers filed by the Republican party to observe early voting, the unofficial canvass, the official canvass and the audit. Also, we have had people outside the early voting lines who call themselves observers, but who are not officially registered as such; these unofficial watchers must observe the rules prohibiting campaigning and loitering near polling locations and/or voters in line. We have also received some calls about campaigners encroaching on the lines; our staff is trying to walk the lines as time and workload permit.

2) Election Support

- Lance Mack – ES&S Election Support – (Nov 2 – 4)

The board asked Director Carney to verify that Mr. Mack is an experienced individual. Mr. Lembke asked if we would be able to run both DS-850 machines for counting ballots on Election Day; ES&S is programming both of them to be ready for processing. We also have two separate test decks – one for Logic and Accuracy testing, and one for the official canvass.

B. Directives

a. 2020-21: Replacement Absentee Ballots and Provisional Voting

b. 2020-22: The Use of Secure Receptacles Outside the Board of Elections; Litigation; and the Use of Election Officials to Receive Absentee Ballots Outside the Boards of Elections

Director Carney discussed the directive in light of the limited space and staff available to collect ballots outside. Mr. Lembke asked if we were experiencing issues with the drop box or a need for staff to be outside collecting the ballots; we are not experiencing any issues with the drop box itself and have added banners to clearly identify the drop box location from the front parking area.

c. 2020-23: Expedited Canvass and Certification of the November 3, 2020 General Election

C. Updated Health Guidance for Boards of Elections

Director Carney emailed the updated SOS health guidance to the board; no additional changes are required for us. She also distributed a summary of the PPE we have acquired for poll workers.

Director Carney reported that a voter fell in the early voting room the first week. We called 911, but he refused treatment. In the process, we discovered that our 911 call was routed to Hamilton County. That has been corrected and our 911 calls are now correctly routed to Clermont County.

On Oct 15, a gentlemen refused to remove campaign attire and was very agitated; he was asked by the staff and the deputy seven times to remove his hat; he scoffed and voted. Mr. Combs asked if there were any SOS rules. Mr. Henning replied that Hamilton County has set parameters for the number of warnings before escalation to the next level(s). The board said that we are following the SOS directive to allow them to vote, but we can refer them to the prosecutor, who makes the decision whether or not to prosecute. Mr. Grant stated that we have no enforcement capability if we do not refer them to the prosecutor. Director Carney said that we have pulled the video and she will provide additional information after the election. The board also discussed the possibility of additional similar situations during the remainder of early voting and on Election Day at the polling locations; we plan to follow up in a future meeting regarding referring these voters to the prosecutor.

Mr. Combs reported that he and Mr. Grant had received an email about two big boxes being removed from our building into county cars on Monday, October 15 around 3:30 p.m. Deputy Director Dennison checked our video; there was no activity at the door within an hour of that time. The boxes were not related to the Board of Elections. The Veterans Administration and Clermont County Prosecutor's office share the same building; the prosecutor's office often moves evidence and documents. Director Carney will check with the county regarding additional exterior camera footage. The board also discussed possibly buying a new camera system after the election.

Director Carney reported a security incident with a part-time employee, Maribeth Hueber, who worked Wednesday, October 14 as her first day. On Friday, October 16, Ms. Hueber was not scheduled to work. She drove curbside voters to the office for early voting. One of the voters did not have a driver license and did not know her Social Security number. While Director Carney was reviewing the specific forms of acceptable identification, Ms. Hueber came through the door from the early voting room to the inter-office area and breached security. Director Carney stopped her at the steps. Ms. Hueber had gotten the SSN but breached the inter-office instead of waiting for someone to meet her. Ms. Hueber is no longer working for us; Director Carney reported the security incident to SOS.

Absentee update as of Friday, October 16, 2020:

UOCAVA applications:

384 received – 377 valid; 7 invalid

169 returned

Non-UOCAVA:

4,585 voted in person

38,924 absentee applications received – 37,751 valid; 1,173 invalid

37,751 ballots mailed

13,723 ballots returned and submitted for counting

We had roughly 400-500 voters per day for the first week of early voting, 500-600 per day the second week, plus over 700 voters Monday and Tuesday this week. We added one voting booth last week, and rearranged this past weekend to maximize the number of booths we could squeeze into the early voting room while still ensuring the six-foot social distancing. The extra booths plus the extra hour of voting has increased the number of voters we are able to process this week. Mr. Combs asked how many staff

were assisting the curbside voters; generally there are two pairs as needed. Director Carney reported that we have moved the curbside spots to the side of the building, which allows staff to meet them at the passenger side of the car; we have had consistent curbside lines.

Mr. Henning said he expects to see high turnout throughout Ohio for the next two weeks and weekends of early voting. Mr. Combs and Mr. Lembke estimated 50 percent of actual total voter turnout through absentee or in-person early voting, which will be good if takes stress off of the poll workers on Election Day. Director Carney said the staff will park in the angled spaces along Spring Street during the early voting weekends, which will leave space for a U-shaped line of voters. We plan to block the Spring Street entrance except for poll workers on the Saturday they pick up supplies.

Mr. Combs reported getting emails about people trying to track their ballots; the media is also pushing ballot tracking. He asked how long before voters can see the updates on our web site. Director Carney said it is taking 5-6 days; there are only 4 people trained to verify the identification and signatures. Mr. Combs asked about delays on election night as the returned ballot volume increases closer to the election; we are training more staff and have county workers familiar with DIMS who will be working evenings to help catch up. Director Carney reported that new cybersecurity procedures have caused multiple technical issues with Voter View, but it is now working reliably.

Mr. Conrad asked what we are doing to keep the full-time staff fresh, and if we are over-using them; we do not expect 11/3 to be the end of this election, and we do not want the staff making obvious mistakes due to fatigue. He asked if we had enough part-time staff to take the pressure off so the full-time staff will be alert for the post-election tasks, which may be under even more scrutiny. Director Carney stated that ballot processing requires full-time or very well-trained temporary staff; the software is on only four computers. The staff has had most Sundays off, but did process ballots for 3-4 hours on October 18. We have a county worker who will be coming in to help relieve full-time staff some evenings. The board asked about reaching out to some of the former part-time staff who have experience with early voting; we have contacted them, but will reach out again to see if some of them are available for any of the extended early voting hours.

Peoples Bank sent us lunch last week. Mr. Combs would like to inquire how many people work there and arrange for something for their staff after the election. Also Donna Britton, a former part-time worker, sent flowers for the staff yesterday.

XII. Deputy Director's Report

A. Mail-In Ballot Update

We are currently uploading a file to the mail house three times per week. They process the file the same day and mail ballots the next day. The mail house is doing a great job. We have seen occasional issues (20 or so) with their ink jet spray creating wavy barcodes that require hand verification. We have had four ballots to date that were non-deliverable due to data input errors with secondary addresses. Replacement ballots have already been mailed to the correct address. Four input errors out of almost 40,000 ballots mailed is a very small error rate. We have had some delivery issues in the Amelia area. Ms. Wilson now has access to track the US Postal Service status as voters call. The directors can also escalate issues to Michael Renshaw, our USPS contact.

B. Temporary Staff

We have twenty temporary staff at this point, fairly evenly split among parties. They do various functions from processing mail to curbside voting; five are trained on DIMS and the early voting process. We have had some attrition, but no significant personnel issues except the security incident with Ms. Hueber that Director Carney reported.

The board expressed their appreciation for the excellent work the staff was doing within the constraints of our physical facility, COVID, changing guidance from Columbus, and the increased scrutiny of this election. Even with the unprecedented activity, we have had very few issues.

XIII. Upcoming Calendar

Per the SOS directive, the board will wait until Election Day to vote to open the polls; board members will arrive by 6:30 a.m. on November 3. Director Carney also asked the board to mark their calendars for the official canvass open and close dates. Since the board will be meeting on November 16 for the general election certification, the regular November monthly board meeting will be rescheduled to Monday, November 16 at 4:00 p.m.

XIV. Motion to Adjourn

2020-137 – At 10:50 a.m., Mr. Combs made the motion to adjourn. Mr. Grant seconded the motion.

Upon roll call:

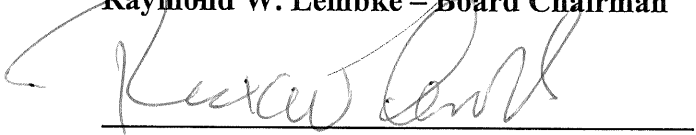
Mr. Combs – Yes


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 12-18-2020

Cherie Wilson

From: Cherie Wilson
Sent: Tuesday, October 13, 2020 4:50 PM
To: legals@clermontsun.com
Cc: bmilam@clermontsun.com
Subject: Notice of meeting date change
Attachments: 2020 Oct 21 chg reg mtg PUBLIC TEST.doc

Good afternoon,

Please be advised and post as a PSA (no cost) the attachment regarding the date change for the October regular monthly board meeting. Please let me know if you have any questions.

Thank you,

Cherie Wilson, Administrative Support Specialist
Clermont County Board of Elections
76 S. Riverside Dr.
Batavia, OH 45103
513-732-7485

**Clermont County Board of Elections
Notice of Change of Meeting Date and Public Test**

The Clermont County Board of Elections has re-scheduled the October 2020 Regular Monthly Board Meeting for:
Wednesday, October 21 at 9:00 a.m. The Public Test for the November 3, 2020 General Election will be held during the meeting.

The meeting will be held at the Board Office, 76 S. Riverside Dr.,
Batavia, 45103.

Ray Lembke – Chairman
Julia Carney – Director

APPROVAL OF BILLS FOR BOARD MEETING
OCTOBER 21, 2020

VENDOR	DESCRIPTION OF PAYMENT	AMOUNT
INVOICES APPROVED BY BOARD MEMBERS:		
A. RIFKIN CO.	POUCHES FOR POLLWORKERS - CTCL GRANT \$2,089.48	
BATAVIA ELECTRIC	HARDWARE FOR CAMERA INSTALL	\$ 9.09
CLERMONT SUN	ADV. CLOSE OF REGISTRATION	\$ 86.63
CULLIGAN WATER	BOTTLED WATER -10-01-20 TO 10-31-20	\$ 61.99
DELL	10 LAPTOPS -SECURITY GRANT \$9,064.20	
DONNELLON MCCARTHY	COPIER LEASE - 09-15-20 TO 10-14-20	\$ 1,192.47
E.S.&S.	BLANK BALLOT STOCK	\$ 4,022.34
ESSVR	TOKENS FOR DIMS - CARES GRANT \$277.82	
STEPHANIE HAIGHT	POLLWORKER TRAINING REFRESHMENTS	\$ 97.28
MILLENNIUM	EXTRA COPIER FOR ELECTION CYCLE	\$ 125.00
NEWEGG	APC SMART - SECURITY GRANT \$ 1349.98	
OFFICE DEPOT	MISC OFFICE SUPPLIES - 14 INVOICES	\$ 1,851.64
PITNEY BOWES	LETTER OPENER - CARES GRANT \$4,764.68	
RB PRINTING	POLL CHANGE POSTCARDS - PART CARES \$1,518.65	\$ 1,056.65
RB PRINTING	POLL CHANGE POSTCARDS - PART CARES \$696.15	\$ 2,090.33
RB PRINTING	PROVISIONAL HOTLINE SHEETS	\$ 472.68
RB PRINTING	TRAINING MANUALS - CARES GRANT \$737.66	
RUEBELL FAMILY PARTNER.	OFF SITE STORAGE - NOVEMBER 2020	\$ 3,300.00
SCHOOL SPECIALTY	PAPER PRESS - CARES GRANT \$329.99	
TREASURER OF OHIO	GLOVES AND WIPES - CARES GRANT \$3,176.52	
US BANK	SUPPLIES - CARES GRANT \$7,592.90	\$ 575.57
CHERIE WILLSON	BACK GROUND CHECK - CARES GRANT \$30.00	
STAFF SALARIES	PAY PERIOD 09-21-20 TO 10-04-20	\$ 18,494.37
BOARD MEMBERS SALARIES	PAY PERIOD 09-21-20 TO 10-04-20	\$ 2,296.52
PART TIME EMPLOYEES	PAY PERIOD 09-21-20 TO 10-04-20	\$ 8,105.00
OVERTIME	PAY PERIOD 09-21-20 TO 10-04-20	\$ 2,997.22
STAFF SALARIES	PAY PERIOD 10-05-20 TO 10-18-20	\$ 18,494.40
BOARD MEMBERS SALARIES	PAY PERIOD 10-05-20 TO 10-18-20	\$ 2,296.52
PART TIME EMPLOYEES	PAY PERIOD 10-05-20 TO 10-18-20	\$ 11,455.50
OVERTIME	PAY PERIOD 10-05-20 TO 10-18-20	\$ 7,159.39
	TOTAL:	\$ 86,240.59

