

**HAMILTON COUNTY BOARD OF ELECTIONS
MEETING HELD
April 3, 2018 AT 1:00PM**

The meeting of the Hamilton County Board of Elections was called to order at 1:00pm by Chairman Burke. Present were members Mr. Triantafilou, Mr. Faux and Mr. Gerhardt. Also present: Director Sherry Poland and Deputy Director Sally Krisel and Cooper Bowen with the Hamilton County Prosecutor's Office.

Chairman Burke noted that proper notice was duly provided as required by O.R.C. 121.22.

I. APPROVE BOARD MEETING MINUTES: MARCH 2, 2018; MARCH 13, 2018

Mr. Triantafilou made a motion to approve the Board Meeting Minutes for March 2, 2018 and March 13, 2018; Mr. Faux seconded. The motion passed unanimously.

II. HEARING: REGISTERED VOTER CHALLENGE: CITY OF CINCINNATI DEMOLISHED BUILDINGS REPORT; PORT AUTHORITY DEMOLISHED BUILDINGS REPORT

The Board reviewed the list of Registered Voter Challenges dated March 13, 2018. The list is comprised of individuals registered to vote from addresses included in two previously presented Demolished Buildings Reports from the City of Cincinnati and the Port Authority. The Board was advised that each voter on the list was sent two separate forwardable letters: The first letter requesting the voter confirm or change their voter registration; the second letter notifying voter of the challenge hearing. Each voter has had mail returned undeliverable.

Mr. Triantafilou made a motion to challenge the voters named in the list dated March 13, 2018 should they attempt to vote from the address listed; Mr. Faux seconded. The motion passed unanimously.

III. PERSONNEL POLICY REVISION

The Board was advised of Staff's suggested revision to the Personnel Policy. The revision includes changes to the policy with regard to Post Election Day leave and includes the addition of Section 4.1C and the addition of Section 5.6.

Mr. Triantafilou made a motion to adopt the revisions to the Personnel Policy including the addition of Section 4.1C and Section 5.6; Mr. Faux seconded. The motion passed unanimously.

IV. JOB DESCRIPTION REVISION

The Board was advised of Staff's suggested revision to the Job Description for the position of Precinct Election Official Recruiter. The revision includes additional duties: Coordinating the PEO training for each election.

Mr. Triantafilou made a motion to approve the Job Description Revision as suggested by Staff; Mr. Faux seconded. The motion passed unanimously.

V. OTHER BUSINESS

Ms. Poland advised the Board of several items:

1. Construction of the PEO training center is scheduled to begin June 1st. The area has been cleared and shelving installed. Staff is working with the Board of County Commissioner's office on the RFP and expects to have the quotes evaluated to present to the Board at the May 7th Board meeting. An August, 2018 completion date is anticipated.
2. Staff has agreed to lend 10 eScans to the Williams County Board of Elections for use in the May, 2018 Election. Training on parts replacement will also be provided.
3. The process of Election/Voting Equipment replacement continues. Staff anticipates making a recommendation to the Board in June, 2018 with implementation of the new equipment in 2019.

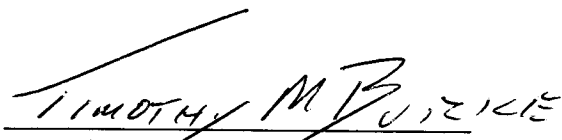
Mr. Burke allowed for questions/comments from the audience.

There being no further business to come before the Board, Mr. Triantafilou made a motion to adjourn; Mr. Faux seconded. The motion passed unanimously.

APPROVED:

DATE: April 23, 2018

CHAIRMAN:


TIMOTHY M. BURKE

DIRECTOR:


SHERRY L. POLAND