

**HAMILTON COUNTY BOARD OF ELECTIONS  
MEETING HELD  
JUNE 11, 2019 at 8:30AM**

The meeting of the Hamilton County Board of Elections was called to order at 8:30am by Chair Gwen McFarlin. Present were members Mr. Triantafilou, Mr. Faux and Mr. Gerhardt. Also present: Director Sherry Poland and Deputy Director Sally Krisel and David Stevenson and Cooper Bowen with the Hamilton County Prosecutor's office.

Ms. McFarlin noted that proper notice was duly provided as required by O.R.C. 121.22.

**I. APPROVE BOARD MEETING MINUTES: MAY 20, 2019 AND MAY 21, 2019**

Mr. Triantafilou made a motion to approve the Board Meeting Minutes for May 20, 2019 and May 21, 2019; Mr. Faux seconded. The motion passed unanimously.

**II. REVIEW: REGISTERED VOTER CHALLENGES**

The Board was advised of five Registered Voter Challenges filed by Mr. Joseph Janus, Jr. Ms. Poland provided the Board with background information. All five voters are currently registered at commercial mail addresses. Directive 2013-11 instructs Boards of Elections to identify the addresses of United State Post offices as well as commercial mail offices (i.e. UPS stores) and flag those addresses in the voter registration system. This was done in 2013 but Staff was unclear as to the acceptance of registrations from those types of addresses. Staff sought clarification from the Secretary of State and via email dated July 25, 2013, Staff was instructed to accept those registrations. Consequently, BOE practice has been to accept the registration but to follow up with the voter, advising them that they must register from their residential address and providing them a registration form. If the voter does not update his/her registration, the registration is flagged as being from an invalid address. This procedure results in the flagged address being handled similar to a challenge should the voter attempt to vote from the flagged address.

Staff has reviewed the record and each of the five voters has already been flagged as having registered from an invalid address. Staff also reevaluated the practice. The Directive issued in 2013 has been rescinded and replaced with the Election Officials Manual which states that a person cannot list a post office box

or commercial mail store as his or her residence for voting purposes. Staff reached out for further clarification from the Secretary of State's Office and was advised that in the future, these registrations were to be rejected. It is Staff's recommendation that, moving forward, these registrations will not be accepted and a letter will be sent to the voter with instructions to provide their residential address. The current voters registered at these addresses will continue to be flagged and treated as a challenged voter. The Board was advised that there are currently 53 registered voters that fall into this category.

As challenges were properly made with regard to these 5 registered voters, Mr. Triantafilou made a motion to challenge each of the voters should they attempt to vote at the polling location in which they are currently registered; Mr. Faux seconded. The motion passed unanimously.

### **III. APPROVE: ELECTION EQUIPMENT ALLOCATION FOR THE AUGUST 6, 2019 SPECIAL ELECTION**

Mr. Triantafilou made a motion to approve the Acquisition, Allocation and Distribution of Voting Equipment for the August 6, 2019 Special Election; Mr. Faux seconded. The motion passed unanimously.

### **IV. APPROVE: BALLOT AND PROVISIONAL ENVELOPE QUANTITIES FOR THE AUGUST 6, 2019 SPECIAL ELECTION**

Mr. Triantafilou made a motion to approve the Ballot and Provisional Envelope Allocation for the August 6, 2019 Special Election; Mr. Faux seconded. The motion passed unanimously.

### **V. RESOLUTION: AUTHORIZING EXECUTION OF WEBSITE HOSTING, MAINTENANCE AND REDESIGN**

The Board was reminded that the current vendor for website development services and hosting will no longer continue in that capacity. Staff had executed an agreement for website hosting and maintenance with another vendor but, after signing the contract, said vendor informed Staff that they would not be able to fulfill their obligations to that contract. Staff has been working to secure a new vendor and, at this time is recommending US Digital Partners to redesign, host and maintain the website. The intention is for US Digital Partners to begin hosting this site prior to September 1, 2019.

**Mr. Triantafilou made a motion to accept the Staff recommendation and adopt Resolution #19-003, Website Hosting, Maintenance and Redesign Agreement; Mr. Faux seconded. The motion passed unanimously.**

#### **VI. RESOLUTION: AUTHORIZING EXECUTION OF CYBER SECURITY SERVICES AGREEMENT**

**Ms. Poland advised the Board of Directive 2018-15 which strongly advised Boards of Elections that have been contacted by the Department of Homeland Security to accept and install an Albert monitor device. Based on the “strong recommendation”, Staff has been doing their due diligence regarding that system. Staff has recently been made aware that a Directive would be forthcoming that would now require Boards of Elections that have been offered the Albert monitor device to install the device; the Hamilton County Board of Elections has been offered the Albert monitor device.**

**Cooper Bowen has worked with legal counsel with the company that would provide those services and they have come to an agreed upon contract. Mr. Bowen advised the Board that he was satisfied with the level of indemnification achieved in the contract. Mr. Triantafilou requested the record reflect the due diligence of the Board in examining and discussing this topic with the IT staff and that the record reflect the impending Directive from the Secretary of State’s Office in which this action will be required of the Board of Elections.**

**Mr. Triantafilou made a motion to accept Staff recommendation and adopt Resolution #19-004 Authorizing Execution of Cybersecurity Services Agreement, said Execution contingent upon receipt of the Directive from the Office of the Secretary of State; Mr. Faux seconded. The motion passed unanimously.**

#### **VII. APPROVE: UPDATES TO PERSONNEL POLICIES**

**Several proposed updates to the Personnel Policies were brought to the attention of the Board, some of which were initiated by the Hamilton County Board of County Commissioners and others which were initiated internally by BOE staff. Staff intends to research these proposals and make their recommendations to the Board in August.**

#### **VIII. OTHER BUSINESS**

**Ms. McFarlin first allowed for questions and comments from the audience.**

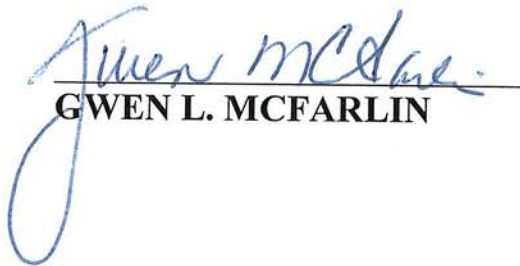
Ms. Poland advised the Board of information regarding the BOE summer/fall 2019 outreach program which focuses on poll worker recruitment and voter registration. She also updated the Board on Staff's ongoing efforts to reach out to those in the disabled community regarding changes to the voting equipment and to explore increased levels of assistance offered/available.

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: July 8, 2019

CHAIR:

  
GWEN L. MCFARLIN

DIRECTOR:

  
SHERRY L. POLAND