

**HAMILTON COUNTY BOARD OF ELECTIONS
MEETING HELD
DECEMBER 13, 2021 at 8:30AM**

The meeting of the Hamilton County Board of Elections was called to order at 8:30am. Present were members Ms. McFarlin, Mr. Triantafilou, Mr. Gerhardt and Mr. Mallory. Also present: Director Sherry Poland and Deputy Director Alex Linser; Jim Harper with the Hamilton County Prosecutor's office.

It was noted that proper notice was duly provided as required by O.R.C. 121.22. The meeting opened with the Pledge of Allegiance.

**I. APPROVE: BOARD MEETING MINUTES NOVEMBER 15, 2021;
NOVEMBER 16, 2021; NOVEMBER 18, 2021; NOVEMBER 23, 2021;
NOVEMBER 29, 2021**

Mr. Triantafilou made a motion to approve the Board meeting minutes from November 15, 2021; November 16, 2021; November 18, 2021; November 23, 2021 and November 29, 2021; Mr. Mallory seconded. The motion passed unanimously.

II. HEARING: REGISTERED VOTER CHALLENGE

The Board was advised of the Registered Voter challenge filed by Patricia Andwan. Mr. Eckert advised the Board that the challenge was filed on December 1st. A letter, copy of the challenge and a registration form was sent to the challenged voter on December 2nd. Ms. Andwan was also advised of the hearing date. To date, no response nor returned mail has been received.

Ms. Andwan was sworn and provided testimony. A discussion involving the challenge and possible next steps ensued.

Mr. Gerhardt made a motion to table the matter until the next regular meeting of the Board, scheduled for January 11, 2021; Mr. Triantafilou seconded. The motion passed unanimously.

III. DISCUSSION: NOVEMBER 2021 GENERAL ELECTION AUDIT

Ms. Poland reported that on November 30th and December 1st, Staff conducted a risk limiting audit of three contests in the November General

Election: Issue One – Children’s Services Tax Levy; Issue 29 – Great Parks of Hamilton County Tax Levy and Member Board of Education Cincinnati City School District. It was reported that the audit resulted in a 100% accuracy rate when the randomly selected ballots counted by hand were compared to the electronic count.

IV. DISCUSSION: NOVEMBER 2021 GENERAL ELECTION ANOMALY REPORT

The Board was advised of three voters to be discussed in the anomaly report. Each of the voters cast an absentee ballot by mail and then voted Provisionally on Election Day; in all cases, only one ballot was counted.

- 1. Voter #1 wrote a note on their Provisional envelope indicating that they checked the BOE website and found nothing to indicate the ballot was received. Upon investigation, Staff discovered this voter was a part of the “Shielding of our Protectors” program, designed for people who, due to their professions, such as first responders, etc. may request their information not be posted to the BOE website. Due to this designation, the voter was unable to access his own record to ensure his ballot had been received. The voter was advised to contact the Director or Deputy Director in the future to determine the receipt of their ballot.**
- 2. Voter #2 returned their Absentee Ballot to the Post Office on the Wednesday or Thursday before Election Day; the voter searched the BOE website to ensure the ballot had been received. Upon finding no record, the voter opted to go to the polls to vote Provisionally. The voter’s Absentee Ballot was received on Election Day.**
- 3. Voter #3 responded to contact by Director Poland and stated that they had changed their mind and wanted to cast a different ballot. Ms. Poland advised the voter that the first ballot received, the absentee ballot, was the ballot counted.**

Mr. Triantafilou made a motion to consider no further action with respect to the three voters discussed herein; Mr. Mallory seconded. The motion passed unanimously.

V. APPROVE: PERSONNEL MATTERS

The Board considered the following Personnel matters:

- 1. Revised Personnel Policy Section 8 – Employee Discipline: Staff recommended a revision of the Personnel Policy Section 8: Employee Discipline. The current policy allows the Director and Deputy Director to impose a suspension of three days without pay; anything beyond**

three days would need Board approval. The change allows the Director and Deputy Director to suspend employees and to reduce pay without taking that to the Board; termination would still require Board action. Mr. Triantafilou made a motion to approve the recommended changes to the Personnel Policy Section 8; Mr. Mallory seconded. The motion passed unanimously.

2. **Pay in lieu of Vacation Leave:** The Board was advised of several employees who, per Board policy, have requested pay in lieu of vacation leave.

Mr. Triantafilou made a motion to approve the pay in lieu of vacation leave for the employees making said request; Mr. Mallory seconded. The motion passed unanimously.

3. **Approve: Full Time Staff appointment:** The Board was advised of the opening for a Registration Official and the Staff recommendation to hire William Chris Anderson.

Mr. Triantafilou made a motion to appoint William Chris Anderson as a new staff member; Mr. Gerhardt seconded. The motion passed unanimously.

VI. RESOLUTION: VOTER REGISTRATION MANAGEMENT SYSTEM SELECTION

Ms. Poland reported that Staff issued RFP #045-21 in August soliciting proposals for a new Voter Registration Election Management System. The bids were open on September 1st; the Board receiving 5 proposals. The Board is in receipt of a memo from the Director and Deputy Director outlining the selection process including a bipartisan evaluation team consisting of leaders of each department as well as CIO and IT manager. Staff is unanimous in their recommendation of the selection of Tenex and their TED system as the new Voter Registration System.

Mr. Triantafilou made a motion to adopt Resolution 21-006 authorizing the Director and Deputy Director to execute the contract pending review by the Prosecutor's office; Mr. Mallory seconded. The motion passed unanimously.

VII. DISCUSSION: REDISTRICTING

Ms. Poland provided an update regarding redistricting. We are in receipt of new census block lines as well as the current State and Congressional district lines; both the State and Congressional district lines are the subject of pending litigation. As we are holding County Central Committee elections in

May, under Ohio law we are prohibited from changing precinct boundary lines after January 1, 2022. Staff intends to make recommendations with respect to precinct lines to conform with the new census blocks and asks for a Special Meeting on December 27th for the purpose of discussing and approving same.

VIII. APPROVE: 2022 REGULAR MEETING SCHEDULE

Mr. Triantafilou made a motion to approve the proposed 2022 regular meeting schedule; Mr. Mallory seconded. The motion passed unanimously.

IX. HAMILTON COUNTY STAR PROGRAM – SERVICE TIME ACHIEVEMENT RECOGNITION

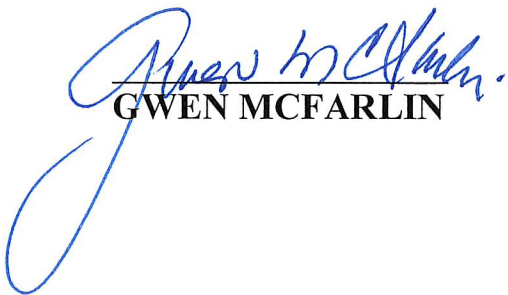
Each year in December, per the Hamilton County STAR Program – Service Time Achievement Recognition, the Board recognizes those employees who have reached milestone years of service. Eight employees were recognized with Service Award pins.

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

APPROVED:

DATE: January 11, 2022

CHAIR:


GWEN MCFARLIN

DIRECTOR:


SHERRY D. POLAND