

Union County Board of Elections met on June 8, 2010. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Karla R. Herron, Director; Ameena Birchfield, Clerk; Dale Henry, Field Representative for the Secretary of State.

Chairman Moots called the meeting to order at 1:00 p.m.

Board Minutes from April 6, 2010 were discussed. Mr. Cook moved to approve with corrections, seconded by Mr. Steele. Motion passed unanimously.

Board Minutes from May 4, 2010 were discussed. Mr. Parrott pointed out several corrections to the minutes.

Page 2, 2nd paragraph, computer monitor was changed to stand alone personal computer with a copy of our voter registration system for voter address verification.

Last page, 4th paragraph, curbside ballots was changed to Election Day ballots

Page 3, 3rd paragraph, change close to the ovals to close but did not mark in the oval.

Page 3, 6th paragraph, change near the ovals to outside the ovals.

Page 1, 2nd full paragraph, change the director related that to the best of her knowledge no one other than the former employee had expressed dissatisfaction with hours worked, to, the director related that the former employee had not expressed dissatisfaction with hours to her, but did share other issues with her.

Mr. Parrott was concerned that the portion of the meeting where he had questioned Mrs. Murphy regarding her house being for sale was not included the minutes. Mr. Moots and Mr. Steele did not agree, they thought this was Mrs. Murphy's personal business. At this point Mr. Steele made a motion to go to executive session and Mr. Cook seconded the motion. Director Herron, Mrs. Birchfield and Mr. Henry were dismissed from the board room.

The Board went into Executive session to discuss employee matters.

Back in Session

Director Herron, Mrs. Birchfield and Mr. Henry were asked back into the meeting. At this point Mr. Parrott moved to approve May 4, 2010 minutes with corrections. Mr. Steele seconded. Motion passed unanimously.

Addition approved correction to the May 4, 2010 minutes as follows

Mr. Parrott asked Deputy Director Murphy what was going on concerning her posting a for sale sign in front of her house. He said his concern was that Mrs. Murphy was an employee of the entire Board and the Board should be aware of her intentions. Mrs. Murphy declined to discuss the issue. At that, Mr. Steele and Chairman Moots told Mr. Parrott they thought it was none of the Boards Business.

Mr. Parrott made a motion to approve May 19, 2010 minutes. Mr. Steele seconded. Motion passed unanimously.

Director Herron then dispersed purchase orders and campaign finance reports for approval and signatures.

Director Herron discussed the Board of Elections budget. Director Herron feels with no deadlines this summer, and without an August elections, our budget is in good shape to get us through the November election.

Continuing education hours were reviewed. Director Herron pointed out all Board Members are doing well with hours. Each Board Member needs to receive 6 hrs of continuing education every 2 years.

Chairman Moots brought up the fact that Director Herron would be leaving our office. Chairman Moots asked Director Herron If she had a final date set. Director Herron said no, not at this time. However, Director Herron said that this would be the last Board Meeting she would be attending. Director Herron wanted this to be considered her verbal resignation.

Balotar contract was discussed and signed. Mr. Parrott questioned if the final payment to Balotar should come out of the contracts account or the equipment account. Unanimously agreed is should come out the equipment account. The Board agreed to contract and all Board members signed.

Director Herron pointed out that due to the Move Act, filing deadline for November 2, 2010 election is August 4, 2010. This has changed from 90 to 75 days. Ballots must be ready by September 18, 2010. This is 15 days earlier in results of the Move Act.

Director Herron reported that the tax budget had to be turned in prior to this Board Meeting. It is only a temporary tax budget that she submitted. Per Director Herron this is just to give the commissioners an idea of what to expect.

Director Herron discussed that starting in 2011 Union Board of Elections will be responsible for a maintenance agreement with ES&S of \$60.00 per Invotronic. She also suggested that the Board should consider increasing contract services by \$10,000.00 due to the fact that she won't be here to help program the November election. Chairman Moots asked Mr. Parrott if he anticipated that ES&S will be programming the November election. Mr. Parrott said yes I think we will need a lot of help that we haven't in the past. Mr. Parrott felt that an increase of \$14,000.00 would be reasonable (\$60 X 220 machines). The Board agreed. The Board agreed that they would submit the preliminary tax budget to the commissioners.

Director Herron reported that our shredder is broke again. The Board wanted us to check with the Secretary of States office to see if we are permitted to do off site shredding. Also find out what the off site shredding fee would be. Dale Henry said he would get back with us on the procedures on off site shredding.

Director Herron stated that our administrative plan for 2010 must be adopted by the board and submitted by July 7, 2010. Mr. Steele moved to adopt 2009 Administrative plan as our 2010 Administrative plan. Mr. Cook seconded the motion. The motion passed unanimously.

Director Herron reported that Mrs. Murphy left without completing a few projects she was working on. The first being the public records request needs updated and posted, and secondly the directives, advisories and e-mails from the Secretary of state need to be archived according the current retention schedule.

The Board decided that Mrs. Birchfield would take care of paying the Bills until a new Deputy Director is hired.

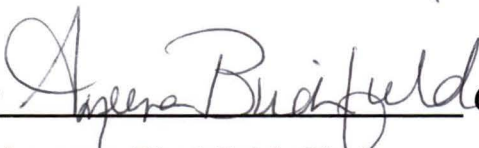
The Board approved of Mr. Wallace and Mrs. Birchfield to take their vacations this summer.

The Board agreed to payoff both Director Herron's 8 weeks and Deputy Director Murphy's 2 ½ weeks of vacation.

Mr. Parrott made a motion to accept Deputy Director Murphy's resignation of employment at the Board of Elections. Mr. Steele seconded the motion. The motion passed unanimously.

Mr. Cook made a motion to accept Director Herron's verbal resignation of employment at the Board of Elections. Mr. Steele seconded the motion. The motion passed unanimously.

Attest:



Ameena Birchfield, Clerk

Chairman:



David R. Moots, Chairman

Union County Board of Elections met on July 16, 2010. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member; Also present were Gary Wallace, Clerk; Ameena Birchfield, Clerk; Bill McCarty, Dale Henry, Field Representative for the Secretary of State and Mac Cordell from the Marysville Journal Tribune.

Chairman Moots called the meeting to order at 9:00a.m.

Introduction of proposed New Director and Deputy Director; Bill McCarty, Director and Ameena Birchfield, Deputy Director.

Chairman Moots felt since Mrs. Birchfield currently works for the Union County Board of Elections, no introduction was necessary.

Mr. Parrott introduced Mr. McCarty to Chairman Moots and Mr. Steele. Mr. Parrott asked if either Chairman Moots or Mr. Steele would like to interview or have any questions for Mr. McCarty. Neither Chairman Moots nor Mr. Steele felt it necessary.

Mr. Parrott did point out that he and Mr. Cook interviewed 10 perspective candidates and Mr. McCarty was the candidate they choose for Director of the Board of Elections.

Mr. Parrott made a motion to nominate Bill McCarty as Director of the Union County Board of Elections to fill the unexpired term. seconded by Mr. Cook. The Motion passed unanimously.

Chairman Moots made a motion to nominate Ameena Birchfield as Deputy Director of the Union County Board of Elections. The Motion was seconded by Mr. Steele. The Motion Passed unanimously.

The Board said that they want Mr. McCarty and Mrs. Birchfield to attend Director/Deputy Director training as soon as possible.

Mr. Parrott made a motion that Mr. McCarty and Mrs. Birchfield will begin their new positions on July 19, 2010, Second by Mr. Steele. Motion passed unanimously.

Board minutes from June 8, 2010 were discussed. Mr. Cook moved to approve with corrections, seconded by Mr. Steele. Motion passed unanimously.

Mr. Wallace dispersed Purchase orders, Campaign Finance reports, the approved 2010 Administration Plan and the ADA grant request for approval and signatures.

Mr. Steele made a motion to allow our office to use Shred Direct to do our on site shredding with supervision of our staff. The motion was seconded by Mr. Cook. The motion passed unanimously.

The Board agreed that our office could conduct training for the Department of Job and Family Services on completing Voter registration forms.

The Board agreed to a trial of our new filing system by registration date rather than alphabetically. We are to report back to the Board over the next few months on our new filing system.

Mr. Steele made a motion to allow our office to purchase 3 new monitors for our front office. Mr. Parrott seconded the motion. The motion passed unanimously.

Chairman Moots made a request for a monthly office access report.

At this point Mr. Parrott made a motion to go into Executive to discuss employee matters. The motion was seconded by Mr. Steele. Motion passed unanimously.

Roll call of members as follows: Chairman Moots-yes, Mr. Parrott-yes, Mr. Steele-yes, and Mr. Cook-yes.

Back in session

Mr. Parrott made a motion to pay the Director and Deputy Director \$50,000.00 per year, second by Mr. Cook. Chairman Moots asked for any discussion, there was none. Mr. Parrott-yea, Mr. cook-yea, Chairman Moots-nay and Mr. Steele abstained. Motion passed

Chairman Moots made a motion to increase the clerk's positions to 37,500.00 per year, second by Mr. Parrott. Chairman Moots pointed out that this increase may not be accepted by the commissioners. Mr. Parrott said the commissioners wanted a decrease in salaries and this would be an increase without the decrease requested by the commissioners. Mr. Parrott said he just doesn't know if the commissioner will allow it. Chairman Moots said he and Mr. Steele wanted to close the gap between the Director/Deputy Directors and clerk's salaries. Mr. Parrott said one reason for the increase would be due to the fill in time and the extra work load on the clerks while they filled in for the vacant director's positions. Mr. Parrott-yea, Mr. Cook-yea, Chairman Moots-yea, Mr. Steele abstained. Motion Passed

There being no further business, Mr. Cook made the motion to adjourn the meeting, second by Chairman Moots. Motion Passed

Attest: *Ameena Birchfield* ***Chairman:*** *David R. Moots*
Ameena Birchfield, Deputy Director ***David R. Moots, Chairman***

Union County Board of Elections met on August 3, 2010. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director; Dale Henry, Field Representative for the Secretary of State.

Chairman Moots called the meeting to order at 9:00am

Approvals:

>The minutes from the July 16, 2010 Board meeting were approved with corrections.

>Authorized payment of purchase orders.

>Campaign Finance reports were reviewed and signed by the Board

Old Business:

>Chairman Moots asked programming and training dates with ES&S. Deputy Director Birchfield is to confirm dates and update the Board.

>Director McCarty reported if the Board requires an access report into the Board of Elections, Randy Riffle said that the Board must request in writing. Chairman Moots asked Director McCarty to write a letter to Randy Riffle requesting a monthly access report.

>Mr. Parrott wanted an update on Director/Deputy Director Training. The next training for the new Director/Dep. Director will be in December 2010.

New Business:

>Update on Board Member training hours. The Board members need 4 hrs of training in a 2 year period. (Starting January on even years)

>Update on Director and Deputy Director training hours. Director/ Dep. Director need 8 hrs of training in a 2 year period. (acquiring 4 hrs per year)

>Vote on New Democratic Clerk. Mr. Steele made a motion to hire Michelle Rausch as the new Democratic Clerk. Chairman Moots seconded the motion.

The motion passed unanimously. Michelle Rausch's start date will be August 23, 2010.

>Mr. Parrott made a motion to change our 32.5 hour work week to 40 hours per week as of pay period start date August 9, 2010. Second by Mr. Cook. The motion passed unanimously.

>Mr. Steele requested a copy of a county employee hand book.

>With there being no further business, Chairman Moots adjourned the meeting at 9:35 a.m..

Attest:  Chairman: 
Ameena Birchfield, Deputy Director David R. Moots, Chairman

Union County Board of Elections met on September 7, 2010. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director; Dale Henry, Field Representative for the Secretary of State.

Chairman Moots called the meeting to order at 9:00am

Approvals:

- >The minutes from August 3, 2010 were approved.***
- >Authorized payment of purchase orders.***
- >Campaign Finance reports were reviewed and signed by the Board.***
- >The Board signed a letter to approve staff to pick up checks from Auditors office. (Requested from the Auditors office)***

Old Business:

- >BMV mismatch program up and running successfully.***
- >ES&S support scheduled 9/3/2010, 9/9/2010, 11/1/2010 thru 11/3/2010***
- >Training on voter registration at DJFS is complete.***
- >Door usage report will be received monthly from Randy Riffle.***
 - The Board would like a report on who has an access card to get into our office to be presented at the October 5, 2010 meeting.***
- >County Personnel Manual is available to all staff and Board members.***
 - The manual will be kept at the Board of Elections for review.***

New Business:

>Ballot proofs are completed. We have 63 different ballot styles.

>Mr. Parrott made a motion to approve the issues to the 2010 General Ballot as presented. The motion was seconded by Mr. Steele. The Motion Passed unanimously

>Poll worker training dates are October 18, 2010 thru October 22, 2010.

-We will be offering experienced poll worker training as well as new poll worker training.

>DRE's have been assigned to the location for 11/2/2010 election

-We will have an assignment log with serial numbers available for the Board to sign at the October 5, 2010.

-Mr. Steele verified that our candidates are on a rotation per precinct.

-Mr. Steele also confirmed that the DRE allocation is 1 DRE per 175 voters at each precinct.

>The Advanced Ballots Solutions envelope kits were presented to the Board. The kits will be .61 cents each. Our current envelope expense from Barrett Brothers is .58 cents each kit. The big savings will be in postage, due to the size difference of ABS kits the postage savings will be .61 cents to mail out (expense of the Board of Elections) the ballot and .61 cents to mail back(expense of the voter). A total savings of \$1.22 overall in postage. Also the ABS kits will come packaged up where the Barrett Brothers does not. This will also be a cost saving in Staff hours. The Board would like readdress this for the next election.

>Director McCarty reported to the Board that the mother board to the 9600 printer used to produce our ballots is no longer working. ABS is supplying us with a replacement but we will need to make a decision after the election.

-Chairman Moots asked Director McCarty to get the model number to the mother board and give this number to the Board.

-Mr. Steele suggested calling other counties with the ABS system to see if they have a mother board they might want to get rid of.

>Appropriation report reviewed.

-Mr. Cook noted the salaries will be taking a decrease soon and wanted to know how we are keeping the part time staff at a minimum.

-Deputy Director Birchfield pointed out that when the staff gets their work done for the day, they will be asked to go home for the day.

-Mr. Cook noted the equipment funds are depleted and asked if anymore equipment is needed to be purchased this year. Director McCarty said "no, nothing that we know of"

-Mr. Parrott asked if we have the exact maintenance fees from ES&S. The fees are \$48.00 for the software and \$60.00 for the hardware per year for 220 machines.

-Mr. Parrott and Chairman Moots asked if we could get ES&S to attend our next Board meeting to explain the maintenance agreement.


-Mr. Parrott reported that Gary Wallace is a Clerk in our office. He said he is not our IT person and he does not want Gary to be put in any position of the firmware upgrade being his responsibility. Chairman Moots said that Clerk Michelle Rausch could help him with installing the upgrade. This was left open to discuss at a later time.

-Mr. Parrott asked Director McCarty what happened on the Mental Health issue. Was there a problem?

-Director McCarty reported that the Commissioners needed to add a few lines to their Resolution. David Phillips wrote up a new Resolution, it was approved by the SOS. Everything is fine with the Mental Health issue.

-Mr. Parrott reported the problem was that our Clerk Gary Wallace called the Prosecutor and the Commissioners. According to Mr. Parrott, Apparently Clerk Wallace told the Commissioners that their issue may not make it to the Ballot. This was a panic on Clerk Wallace's part per Director McCarty. Mr. Parrott said that The Director or Deputy Director should be the only ones to contact the Prosecutor and or Commissioners.

>with there being no further business, Mr. Cook made the motion to adjourn the meeting, seconded by Mr. Steele. Motion Passed unanimously.

Attest:  Chairman: 
Ameena Birchfield, Deputy Director David R. Moots, Chairman

Union County Board of Elections met on October 5, 2010. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member; Bill McCarty, Director; Ameena Birchfield, Deputy Director; Dale Henry, Field Representative for the Secretary of State.

Chairman Moots called the meeting to order at 9:00a.m.

Approvals:

>The minutes from the September 7, 2010 were approved

>Authorized payment of purchase orders

>DRE log for Board Members approval

Old Business:

>Report on ES&S Maintenance agreement

**Per a phone conference with Brian Hoffman (regional account manager w/ ES&S) our 2011 pricing takes effect April 30, 2010. Contract pricing is \$48.00 per unit on the software and \$60.00 per unit on the hardware and firmware updates.*

**Much discussion and debate on the purchase of hardware and firmware updates: 1) First of all Chairman Moots asked Director McCarty if we have the funds in the Budget for ES&S contract. Director McCarty said yes, he put it in the budget he is to proposed to the commissioners. 2) Due to hold ups at the federal level, firmware updates haven't been approved for the state. The Board doesn't want to pay for upgrades we may not receive. Brian Hoffman stated "the last update was submitted in 2007 and we hope to have approval within 6 months". 3) If we do not purchase the hardware/firmware package, who will install the updates? Mr. Parrott suggested we use our county IT dept. Mr. Parrott believes they will do this for us at no charge to the Board of Elections. Chairman Moots suggested we have our staff do it due to the fact we are all sworn election workers. 4) Also the firmware is included with the hardware package. If we do not purchase this package and a firmware upgrade comes out, we will need to have a firmware license to receive the upgrade at an amount of \$30.00 per unit. Mr. Cook suggested we table this until the next Board meeting due to the fact that our contract is not up to renew until April 30, 2010. The Board agreed to discuss at a later date.*

>Advanced Ballot Solutions: report on printer status

****ABS gave us a list of Okidata dealers in our area to contact with questions regarding the mother boards that have went bad on our 9600 printer.***

****Mr. Steele suggested we have a certified Okidata technician come in to our office to give us an estimate on the mother boards.***

>BMV-BOE data match:

****Program successful. We currently receive approximately 20 per month***

>Door Card entry:

****As of now only Board Members and employee staff have door card entry access.***

New Business:

>Absentee Voting and Election updates and Poll workers:

****As of 10/05/2010 we have 1648 absentees ballots requested. They are all but 350 mailed out. We have our lock and load scheduled on 10/14/2010.***

>Poll workers:

****Director McCarty has all of his poll workers scheduled. He actually has approximately 20 he may need to turn away for this election. Deputy Birchfield needs to get 4 more poll workers scheduled for the election.***

>Washington Franklin:

****There is a typo on the ballot language that was approved by the Secretary of State. We will be posting a letter at each polling place that has this levy on their ballot.***

>HHS Grant Funds:

****Union County Board of Elections has been approved and received \$555.88 for Polling Place Accessibility purchases.***

>Webinar:

****A webinar is scheduled at 10:00am on October 12,2010 regarding Provisional Voting process. This is open to the staff as well as the Board Members.***

>The Budget:

****Director McCarty presented the appropriation report and mentioned that the 2011 budget is going to be the exact same as the 2010 budget that was approved by the Board. The meeting regarding our budget will take place with the Commissioners sometime in November 2010.***

With there being no further business, Mr. Cook made a motion to adjourn the meeting, seconded by Mr. Steele. Motion passed unanimously

Attest:  **Chairman:** 
Ameena Birchfield, Deputy Director **David R. Moots, Chairman**

Union County Board of Elections met on November 2, 2010. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director; Dale Henry, Field Representative for the Secretary of State; John Hoskins, Observer; Jennifer Stack Observer; Steven Yurasek, Observer.

Chairman Moots called the meeting to order at 6:30am

Approvals:

>Campaign finance reports were reviewed and signed by the Board

>Authorized payment of purchase orders.

>Chairman Moots brought to the Boards attention that he noticed our Poll worker ratio was not even at the polls. He also noted that one party must not be more than 50% of the other party. He feels this is due to the facilitators, greeters and rovers. Chairman Moots would like us to check with the Secretary of State to see if a facilitator, greeter and or rover are considered a poll worker. Chairman Moots instructed Deputy Director Birchfield to contact the Secretary of State to get clarification.

40 Absentee Ballot Board decisions:

>9 ssn4#s on the abs envelope do not match their registration- 10 days to correct per directive 2010-68

>5 absentee envelopes without any ID provided- 10 days to correct

>2 abs envelopes with BMV#s that doesn't match their registration- 10 days to correct

>1 with a printed signature and ID that doesn't match registration- 10 days to correct

>4 signatures questionable- 2 have 10 days to correct, 2-tabled until later in the meeting

>3 without a signature- 10 days to correct

>6 no ID envelope- no count (Mr. Parrott made the motion, Second by Mr. Steele, Motion Passed)

>4 no printed name on absentee envelope- counted (Mr. Steele made the motion, second by Mr. Parrott, motion passed)

>3 without stubs attached- not counted (Mr. Cook made the motion, second by Mr. Steele, motion passed)

>1 questionable address- counted (Mr. Steele made the motion, second by Mr. Cook, Mr. Parrott abstained, motion passed)

>1 federal Ballot received after we mailed an absentee ballot- wait for 10 days to see if abs ballot is received otherwise count his federal ballot

>1 contaminated ballot- counted

Mr. Steele asked Director McCarty the names of the community service people that helped the staff with the lock and load process. Mr. Steele suggested we ask high school students to work with us during the lock and load. Mr. Steele could get us a contact name and number.

Chairman Moots adjourned the meeting. The meeting is to reconvene at 7:00pm

Chairman Moots reconvened the meeting at 7:00pm

Chairman Moots asked Deputy Birchfield if she spoke with the Secretary of State regarding the facilitators, rovers, and greeters.

Deputy Birchfield spoke with Kirk Walter, legal council with the SOS regarding the above issue. Kirk Walter said there is no mention in the ORC regarding facilitators, greeters and rovers. According to Mr. Walter there is no requirement to maintain a balance regarding the above positions. It is simply a Board decision.

Mr. Parrott made a motion to have the staff contact the voters with ID and signature issues on their ID envelopes excluding the 2 with obvious wrong signatures. We are to give them 10 days to come in and correct the issue. Second by Mr. Steele. Motion passed

Mr. Steele made a motion to remake 13 over vote ballots due to obvious voter intent. Seconded by Mr. Cook. After much discussion the motion passed unanimously.

Mr. Steele made a motion to have the staff contact the 2 voters with obvious wrong signatures to allow them to resign and explain the signature. We are to

give them 10 days to come in and resign. Second by Mr. Parrott. Motion passed unanimously.

After the close of the polls and ballots were tabulated, Chairman Moots adjourned the meeting.

Attest:  **Chairman:** 
Ameena Birchfield, Deputy Director **David R. Moots, Chairman**

Union County Board of Elections met on November 15, 2010 for a Special meeting. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member; Bill McCarty, Director; Ameena Birchfield, Deputy Director

Chairman Moots called the meeting to order at 9:00a.m.

Special meeting called to determine whether it would be cost effective to have ES&S onsite for the official Canvas on November 22, 2010.

Mr. Cook made the motion to allow ES&S to be our site support for the Official Canvas on 11-22-2010. Second by Mr. Steele. Mr. Cook-yes, Mr. Steele-yes, Chairman Moots-yes, Mr. Parrott-no. Mr. Parrott voted against the motion because he feels having ES&S on site was already approved and there wasn't a need to pass a motion. Motion passed

Chairman Moots adjourned the meeting at 9:15a.m.

Attest:  **Chairman:** 
Ameena Birchfield, Deputy Director **David R. Moots, Chairman**

Union County Board of Elections met on November 22, 2010 for the General Election Official Canvass. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director; Dale Henry, Field Representative for the Secretary of State; John Hoskins, Observer.

Chairman Moots called the Meeting to order at 9:00am.

>The Board began with the 24 Absentee envelopes that had missing information from Unofficial Canvass. The Board allowed us to notify and permit the voters 10 days (per directive 2010-68) to come in and correct any errors on their envelopes.

Of the 24 Absentee voters that we notified, 5 voters corrected their envelope. Mr. Cook made a motion to accept their ballots, seconded by Mr., Parrott. Motion passed unanimously. Their ballots counted. (See attached Board Decision list)

Mr. Parrott made a motion to disallow the 19 Absentee voters that did not come in and correct the envelopes and also he wants Director McCarty to turn Tessa Vesco and Borden Marshall over to the Prosecutor for further investigation due to the obvious wrong signature on their Absentee envelopes. Seconded by Mr. Cook. Motion passed unanimously. (See attached Board Decision list)

>The Board reviewed the Absentee ballots received after 11/2/2010.

*** The first category was 6 Absentee ballots without a postmark.**

Mr. Cook made a motion to reject the 6 absentee envelopes without a postmark, seconded by Mr. Parrott. Motion passed unanimously.

***The second category was that one voter left his Absentee ballot at the polls.**

Mr. Parrott made a motion to reject the Absentee ballot, seconded by Mr. Cook. Motion passed unanimously.

***The final category was that 5 Absentee ballots were postmarked after 11/2/2010. (11/01/2010 was the deadline date.)**

Mr. Parrott made a motion to reject ballot, seconded by Mr. Cook. Motion passed unanimously.

>The Board reviewed the Provisional ballots received in our office during the allowed early voting days and on Election Day in office and at the Polls.

There were a total of 324 Provisional ballots in all. All of which were inspected by Democrat and Republican teams. 283 Provisional ballots were complete and recommended to be counted to the Board. A total of 41 Provisional Ballot envelopes were not complete.

Mr. Parrott moved to accept the 283 Provisional Ballots with no errors on the envelopes. Seconded by Mr. Cook. Motion Passed.

The Board went one by one on the 41 Provisional ballots with errors or missing information on the envelopes. (See attached list)

Mr. Cook made a motion to accept a Provisional Ballot where the voter did not print his name on the envelope but his signature did match his registration. Seconded by Mr. Parrott. Motion Passed.

Mr. Parrott made a motion to accept a Provisional Ballot with a missing street address, (it had a lot#, City, state, zip, matching signature). Seconded by Mr. Cook. Motion Passed.

Mr. Parrott made a motion to disallow the 39 Provisionals ballots with errors or missing information on their Provisional envelopes. Seconded by Mr. Cook. (See attached list)

>With all tabulation being done and the official totals matching the unofficial totals, we added in the additional Absentee Ballots and Provisional Ballots. We completed our Official Canvass.

>Mr. Cook asked Director McCarty to see the Budget and where the Board of Elections stood as of 11/22/2010. Director McCarty went over the budget and pointed out the few purchases we will be expending by the end of 2010.

Postage, stocking our office supplies, bringing Elections supplies up to date, fixing the 9600 printer, paying any contract services from this Election.

>The Board viewed and signed purchase orders.

With no further Business Chairman Moots closed the meeting at 11:15 a.m.

Attest:  **Chairman:** 
Ameena Birchfield, Deputy Director **David R. Moots, Chairman**

Union County Board of Elections met on December 8, 2010. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director; Gary Wallace, Clerk; and Michelle Rausch, Clerk.

Chairman Moots called an Emergency meeting for the purpose of selecting precincts for the Board of Elections Audit. Chairman Moots opened the meeting at 1:00 p.m.

The Board of Elections staff had all 44 precincts on folded slips in a box ready for the draw. The Audit total must be 5% of our total voters that voted in the General Election. There were 17,604 voters, 5% is 880. Mr. Steele took the box to Mr. Cook, He picked a slip with Taylor 1 so Taylor 2 would also be included. For a total of 634. This did not meet the 5 % requirement. Mr. Steele took the box to Chairman Moots, He picked Millcreek. For a total of 618. The final totals in all were 1252. This is over the 5% required. We will meet on December 14, 2010 for the Audit.

Chairman Moots adjourned the meeting at 1:15 p.m.

Attest:  Chairman: 
Ameena Birchfield, Deputy Director **David R. Moots, Chaiman**

17
3
2
1

23

SOCIAL SECURITY NUMBERS DO NOT MATCH

9
SARA BARDIN -
VAL GALAKTIONOV
ANITA SKOOG -
CYNTHIA BUCK
BYRON REA
ANNETTE J. CHAPMAN
NEILA BODINE
ALICE LONG
TAMERA GOULD
} Ten days

6
NO ID ENVELOPE
L. Harris (not sealed)
M. REAMES
DARLENE KEMPHER
CHERYL CAFAGNO
PHILIP H. FOGLE
DIANA FURROW
} came in during meeting
DO not
COUNT

NO ID

4
NESS SNROFF
DIANE REIMER
JOHN LUCAS
RON SWEARINGEN
} Ten days

NO NAME AT TOP

4
JOHN WARD
JANE HOWARD
THELMA MATHYS
MARSHA SAWICKI
} count

NO STUB

3
LUTRELLE BOERGER
RUTH BOERGER
TOMMAE L. KETCH
} Do not
COUNT

WRONG BMV I D

2 JAMES CONVERSE } 10 days
ED STEWART }

NO SIGNATURE

3 JOSEPH KITSMILLER } 10 days
BETTY SHEPHERD }
MARILYN K. JENKINS }

ADDRESS QUESTIONABLE

1 JULIE KALTENBAK → count
~~JESSICA JENSEN~~

SIGNATURE QUESTIONABLE

3 ^{Printed Sign.} YOLAH HASTINGS → 10 days
TESSA MARIE VESCO > → 10 days
BORDENMARSHALL

FEDERAL BALLOT

1 BRAD GIBSON – REQUESTED A BALLOT FROM BOE; SENT WRITE- IN FED.
BALLOT FROM INTERNET
hold 10 days to see if
we receive Abs ballot
Sent.

CONTAMINATED BALLOT

1 KENDRA VANSKOY → count

NO MATCH ON SOCIAL SECURITY, BMV NUMBER, OR SIGNATURE

1 PATTY BURCHETT → 10 days

Union County Board of Elections met on December 14, 2010. The purpose of this meeting was our regular scheduled monthly meeting as well as our bi-yearly Audit required by the Secretary of State. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director; Jerry Amick, ES&S Representative.

Chairman Moots called the meeting to order at 9:00a.m.

New Business:

According to a memorandum from the SOS office, we were to receive the 2010 Audit directive and have the Audit done by the 15th day after Official. As of 12/14/2010 we have not received the Directive. After much discussion the Board made the decision to follow the 2008 directive.

***The Board allowed the Clerks Gary Wallace and Michelle Rausch to begin the Audit along with the part-time clerks Linda Davisson, Connie Sabins, Kathy Robinson, and Kim Work. Director McCarty and Deputy Director Birchfield will join the Audit when the Board meeting adjourns.**

>Union Sheriffs Deputy Jeff Frisch made a request to borrow a DRE that we received from Putman County. He is creating a tool to use on the restart button on the DRE. The Board Declined to let him use or look at a DRE.

Approvals:

>The minutes from November 2, 2010(Election Day), November 15, 2010(special), November 22, 2010(Official) and December 8, 2010(Emergency meeting).

*** Mr. Parrott made a motion to approve all the approve sets of minutes. Seconded by Mr. Steele. Motion passed unanimously.**

>Authorize payment of purchase orders

>Campaign Finance

****Mr. Parrott asked Deputy Director Birchfield to confirm what forms need filed when a PAC donates funds to a committee. Deputy Director Birchfield found out that only the 31-A needs completed with the PAC registration number on the form. (Federal and State PACs must supply this number, local PACs do not). Mr. Cook asked to e-mail findings.***

Old Business:

>Jerry Amick, a Representative of ES&S (Election Systems & Software) came to discuss the maintenance and pricing fees for 2011.

****Per Jerry Amick the Parts from ES&S are certified through the state. (mother boards, chips, screws etc). If we were to use another vendor and they supplied non- certified parts, it would make the DRES non- certified though the state. Also Jerry wanted to inform us that the technicians that work for ES&S are certified. The technicians live locally. They can be in our office within an hour or 2 of a phone call.***

****The Maintenance fees are \$60.00 per DRE, per year. \$2600 per year on the 650, and \$48.00 for the Unity software and Software license on each 166 original DREs. (Pricing covers all 223 units as well as parts & labor). A grand total of \$23,948.00 for maintenance fees on hardware and software for 2011.***

****Mr. Parrott made a motion to transfer funds out of available accounts to contracts to pay ES&S maintenance fees. Seconded by Mr. Steele. Motion passed unanimously.***

****The Board agreed to look at this maintenance agreement again next year, rather than lock into an extended year price agreement.***

>Director McCarty said we would call the Board members when we completed the Audit. The Board at that time can come in and sign off on completed audit paper work.

With there being no further business, Chairman Moots adjourned the meeting.

Attest:  Chairman: 
Ameena Birchfield, Deputy Director *David R. Moots, Chairman*

Union County Board of Elections met on January 4, 2011. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Deputy Director; and Gary Wallace, Clerk.

Chairman Moots called the meeting to order at 9:00 a.m.

Approvals:

>The minutes from December 14, 2010 were approved.

>Authorized payment of purchase orders.

>Campaign Finance reports were reviewed and signed by the Board.

Old Business:

>ES&S maintenance fees paid for 2011.

>Okidata 9600 printer has been fixed and waiting for ABS to pickup their loaner 9600 we have.

>The increase of the clerk's salaries to \$37,500.00

***In August 2010 the Board voted and the motion was passed to increase the clerks to \$37,500.00. This was brought to the attention of the Board today by Deputy Director Birchfield that the increase has not yet been issued. Dep. Director Birchfield was instructed to submit a payroll status form to the Auditors office to see if the increase would go through.**

***Mr. Cook requested a copy of the August 2010 meeting be re-sent to the Board members. The Board members made mention of the fact that we did cut the Director and Deputy Director Positions by 3.8% in 2010. Even with the increase to the clerks, we would still be under the \$6,000 decrease from 2010. The clerks increases would total \$1659.00 each, a total of \$3318.00.**

New Business:

>Appropriations / Temporary Budget

***Mr. Cook inquired how Director McCarty came to these figures to propose to the commissioners for our budget. Deputy Director Birchfield reported that Director McCarty wanted to keep a parallel budget to 2010 budget. According to Director McCarty even though the Budget was cut in Salaries, the Commissioners said if we do have a Primary they would add the Salaries back into our budget.**

****Mr. Parrott mentioned if we see that we will have available funds in Salaries this year we should have the part-time staff come in and do some office work to get us caught up. He noted they are well trained and do a great job for us.***

**** Chairman Moots stated if we have the funds available, now would be the time to consider replacing the IBM printer.***

>Director / Deputy Director training will be on January 26, 9am to 3pm. Both Director McCarty and Dep. Director Birchfield will be attending.

>Mr. Parrott brought up the extra hours that the staff put in during the Election. He suggested that the staff take some days off during our slow time to compensate for our extra hours that we put in during the Election. The Board wants the Director/Dep. Director to propose a plan to the Board at our next Board meeting.

Chairman Moots closed the Meeting at 10:00am

Attest:

Ameena Birchfield

Chairman:

David R. Moots

Ameena Birchfield, Deputy Director

David R. Moots, Chairman

Union County Board of Elections met on February 09, 2011. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director.

Chairman Moots called the meeting to order at 9:00 a.m.

Approvals:

- >Motion to approve the January 4, 2011 minutes. Motion passed.**
- >Authorized payment of purchase orders.**
- >Campaign Finance reports were reviewed and signed by the Board.**
- >Certification of Judge Grigsby's petition.**

Old Business:

- >Director McCarty announced the training from Triad on Voter Registration system will be on March 2 & 3 2011 at our office.**
- >Director McCarty reported the switch over from the IBM computer to the laser computer will be a simple process.**
- >The Board approved the Clerk's raises to be retroactive back to January 1, 2011.**

New Business:

- >Union County Board of Elections will be having a May 3, 2011 Special Election. Jerome TWP UI has filed. Also 3 over laps have filed. These include Tri-Rivers JVS, Jonathan Alder LSD, Village of Plain City.**
- >Director and Dep. Director Training was on January 26, 2011. The training was very informative.**
- >OAEO Conference hours have been turned into SOS. Anyone needing continuing hours may receive hours from the Secretary of States webinars.**
- >The summer conference will be held on June 20-22, 2011.**
- >The monthly Commissioners staff meeting dates has been changed to the 1st Tuesday of each month at 10:00am.**
- >ES&S training dates are March 7-11, 2011 in Geauga County.**

****Both Director McCarty and Dep. Director Birchfield feel this training would be beneficial to our office. The Board asked Director or Dep. Director to inquire on Union Co. hosting a training. We are to report on this at the next meeting.***

Chairman Moots closed the Meeting at 9:50am

Attest: Aameena Birchfield Chairman: [Signature]

Aameena Birchfield, Deputy Director

David R. Moots, Chairman

Union County Board of Elections met on March 1, 2011. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; and Ameena Birchfield, Deputy Director.

Chairman Moots called the meeting to order at 9:00 a.m.

Approvals:

>Motion to approve the February 9, 2011 minutes. Motion passed

>Authorized payment of purchase orders.

>Certify Gary Burchett's petition for the office of Mayor of Unionville Center, for November 8, 2011 General Election.

Old Business:

>Director McCarty pointed out the office clean-up. Floors cleaned, back room organized.

>Triad training will be on March 2nd and 3rd 2011 at the Union Board of Elections office.

>Director McCarty still inquiring on hosting an ES&S training at the Union Board of Elections office.

New Business;

>Update on the May 3, 2011 Election.

The Election will be a Special Election due to the fact that a Primary was not forced because no one filed to run against Judge Grigsby for Municipal Judge. The Primary was determined by the filing deadline, therefore we can not accept a write-in for this Election.

>A proposal of the new 3 part poll listing.

Deputy Director Birchfield explained the new process of the Triad 3 part poll listing. This would take the place of the 4 part list that we post at the polls along with the poll book. The Director and Dep.Director would like to test out the new poll listing for the Special Election. Mr. Parrott made a motion to purchase and use the Triad poll listing for the Election.

Seconded by Mr. Steele. Motion passed unanimously. The Director and Dep.Director are to report to the Board after the Election on how well the new process went.

>ES&S support pricing.

ES&S is offering a 10 day minimum package of Service days. (Programming, etc) The cost of this is \$1450.00 per day. The Site Support is a 3 day minimum and the site support cost is \$4125.00. The Board instructed Dep. Director Birchfield to contact ES&S and have them differentiate between service days and site support. The Board would like an explanation of what is all included the 10 day minimum. The Board wants a report on this at the next Board meeting on April 5, 2011.

Chairman Moots closed the Meeting at 9:45am

Attest:  **Chairman:** 

Ameena Birchfield, Deputy Director

David R. Moots, Chairman

Union County Board of Elections met on April 5, 2011. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Deputy Director; and Brian Shinn, a Dayton Legal Blank vendor.

Chairman Moots called the meeting to order at 9:00 a.m.

Approvals:

>Motion to approve the March 1, 2011 minutes. Motion passed

>Authorized payment of purchase orders.

>Campaign Finance reports were reviewed and signed by the Board.

>The Board reviewed and approved of the poll workers assigned to the May Special Election.

>The Board reviewed and signed the list of designated DREs assigned for the May Special Election.

Old Business:

>Mr. Steele made a motion to not purchase the 10 day service contract from ES&S. Mr. Cook Seconded the motion. Motion passed unanimously.

Director McCarty and Dep. Director Birchfield both feel that the Board would not utilize all 10 days of the contract in 2011 & 2012. By paying for individual service days, this should save the Union County Board of Elections money for other Election purchases.

>Special Election update: Absentee Voting has started and everything is going well.

New Business:

>The County Commissioners have approved the submitted budget.

>Brian Shinn from Dayton Legal Blank introduced himself as our new DLB representative, His official title is Vice-President and he is also DLB's in house Counsel. He said he will also be working close with the OAEO.

Chairman Moots closed the Meeting at 9:20am.

Attest: Ameena Birchfield Chairman: David R. Moots
Ameena Birchfield, Deputy Director David R. Moots, Chairman

Union County Board of Elections met on May 3, 2011 for the Special Election. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill E. McCarty, Director; and Ameena Birchfield, Deputy Director

Chairman Moots called the meeting to order at 6:30am.

The polls were opened at 6:30am for the May 3, 2011 Special Election.

Approvals:

- >Motion to approve the April 5, 2011 minutes. Motion passed*
- >The Board Authorized payment of purchase orders.*
- >Campaign Finance reports were reviewed and signed by the Board.*
- >The Board approved our staff to attend the SOS Summer conference.*

Old Business:

>May 3, 2011 Special Election

As of May 3, 2011 the staff of the Board of Elections had mailed out 36 Absentee ballots and received 1 in office Absentee paper ballot. All but 5 were received back to our office on time. All of the ID envelopes were verified by both parties and the Board didn't have ID envelopes to rule on. We also did not have any in house Provisionals for the Board to rule on.

New Business:

>Geo mapping training

Triad came into our office for a full day of training (at no additional cost). The training was on redistricting and street maintenance which is a result of the new census that come out this spring. We are going to complete Marysville districts first so we can work close with the city on ward realigning.

>Triad on-site service days

Triad GSI is offering a 5 day service support package for a total of \$3575.00, travel expense included. The unused days will not expire and may be carried from one year to the next. The training days may be used for any Triad services. Mr. Cook made a motion to purchase the Triad 5 day onsite service package. Seconded by Mr. Parrott. No discussion, Mr. Parrott - yea, Mr. cook – yea, Mr. Steele – yea, and Chairman Moots – nay. Motion passed.

>The Board set the Official Canvass for May 18, 2011 at 9:00am

Chairman Moots adjourned our meeting at 7:30am; we are to reconvene at 7:00pm to complete our Unofficial Canvass after the close of the polls.

Chairman Moots opened the meeting back up at 7:00pm

The staff ran the 32 absentee paper ballots through the 650. All the ballots ran through without any problems.

We have a total of 31 absentee paper ballots.

We have a total 14 IVO absentee ballots.

We have 1 in office paper absentee ballot.

For a total of 46 absentee ballots counted.

The poll workers were all in by 8:45pm and all of our Flashes and PEBs were tabulated by 9:15pm. The final unofficial reports were ran at 9:18pm

Chairman Moots adjourned the meeting at 9:35pm

Attest: Ameena Birchfield Chairman: David R. Moots

Ameena Birchfield, Deputy Director

David R. Moots, Chairman

Union County Board of Elections met on May 18, 2011 for the May 3, 2011 Special Election Official Canvass. Those present were William C. Steele, Acting Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member. Also present were Bill E. McCarty, Director; and Ameena Birchfield, Deputy Director; Gary Wallace, Clerk; and Michelle Rausch, Clerk.

Mr. Steele called the meeting to order at 9:00 a.m.

>The Board began by ruling on Absentee ballots received by mail after May 3, 2011. (see attached list)

The Board of Elections received 2 Ballots by mail after May 3, 2011. They were both post marked May 3, 2011. As per Directive of the Secretary of State, Ballots mailed back to the Board of Elections were to be post marked by May 2, 2011 (the day before the Election) in order to be counted.

After inspection of the returned outside envelopes, Mr. Parrott made a motion to disqualify the 2 ballots due to post marked late. Seconded by Mr. Cook. Motion passed unanimously.

>The Board ruled on Provisional ballots received at the polls on Election Day. (See attached list)

There were a total of 6 Provisionals ballots received. All of which were inspected by both parties. 5 Provisional ballot envelopes were complete and recommended to be counted to the Board. 1 Provisional voter was not a register voter in Ohio.

Mr. Parrott made a motion to accept the 5 Provisional ballots with no errors on the envelopes. Seconded by Mr. Cook. Motion passed.

Mr. Parrott made a motion to disallow the Provisional ballot received from the unregistered voter. Seconded by Mr. Cook. Motion passed.

>With all tabulation being done and the Official totals matching the unofficial totals, we added in the additional Provisional ballots. We completed our Official Canvass (see attached list).

Mr. Steele closed the Meeting at 10:00am

Attest: Ameena Birchfield Chairman: David R. Moots

Ameena Birchfield, Deputy Director

David R. Moots, Chairman

David R. Moots, Chairman
Dean E. Cook
Robert W. Parrott
William C. Steele

UNION COUNTY BOARD OF ELECTIONS

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Bill McCarty, Director
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Gary Wallace, Clerk

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MAY 3, 2011 SPECIAL ELECTION:

TOTAL ABSENTEE BALLOTS: 51

IN OFFICE IVO: 14

IN OFFICE PAPER: 1

MAILOUT: 36

POST MARKED LATE: 2

NOT RECEIVED BACK: 3

PROVISIONAL BALLOTS: 6

PROVISIONAL BALLOTS RECEIVED IN OFFICE: 0

PROVISIONAL BALLOTS RECEIVED AT THE POLLS: 6

RECOMMENDED TO BE COUNTED: 5

RECOMMENDED TO NOT BE COUNTED (VOTER NOT REGISTERED IN OHIO): 1

46 Counted
5 not count
2 late
3 not rec'd back
to BOE

Ruling on 5/18/11 Official Canvass:

2 Absentee ballots post marked late (5/3/2011)

5 Provisional ballots recommended to count

1 Provisional ballot recommended to not count

Union County Board of Elections met on June 14, 2011. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; and Ameena Birchfield, Deputy Director.

Chairman Moots called the meeting to order at 9:00 a.m.

Approvals:

>Motion to approve the May 3, 2011 and May 18, 2011 minutes. Motion passed

>The Board Authorized payment of purchase orders.

>Campaign Finance reports were reviewed and signed by the Board.

Old Business:

>GEO Mapping

Directory McCarty gave an update on the progress on updating the GEO mapping. We currently have all the City of Marysville complete and still have at least 150 roads in the county left to complete. Director McCarty reports the process of completion should take at least 2 more months, this depending on projects in the office that take priority.

New Business:

>May 3, 2011 Election Unity update.

Director McCarty and Deputy Director Birchfield reported on an occurrence the afternoon before the Election. Director McCarty started off with the fact that we (the Director and Deputy) should have brought this incident to the attention of the Board on Election Day when we had our Board meeting. Director McCarty said this was a lack of Better Judgment on the part of the Director. Director McCarty went on to explain that in doing some practicing for reporting purposes for the unofficial, a file for the Election was deleted. At that point we called Kyle Weber a programmer with ES&S to get instruction over the phone (a phone call to a vendor is common practice, in fact Kyle had already told us to call him if we had any issues.) Kyle said he was in Delaware County and he would just come over to take a look, since we were just trying to solve this issue, we said okay. Kyle arrived at our office around 4:10pm. Jerry from ES&S arrived shortly after that. Kyle was able to find the file on a backup that our office performed after

programming the May 3, 2011 Election. Director McCarty stated that the issue was resolved within about 15 minutes or so. Jerry told Director McCarty that he would bill us but not for a full day. Director McCarty and Deputy Birchfield discussed the fact that they will explain this incident to the Board when we receive the bill from ES&S. Kyle, Jerry and our staff did talk about a different option on how to do our backups as well as reporting online on Election Night. Kyle and Jerry left our office approximately around 5:20.

Chairman Moots stated he felt that the Director and Deputy Director reacted the right way but he felt the Director should have brought this to the Board's attention on Election Day. Mr. Parrott said that he disagrees with Chairman Moots on this issue. According to Mr. Parrott, He called Jerry Amick from ES&S after the Election to find out how Jerry felt our staff did during the Election. Jerry replied that "other than the big glitch" everything went well. Mr. Parrott not knowing what the "big glitch" was asked Jerry to walk him through the situation.

Mr. Parrott said first of all he disagrees with the way the situation was stated to the Board. Mr. Parrott said that Jerry at ES&S said he received an emergency call saying that the election had been deleted. Kyle and Jerry came and they were here from 3:00pm to 7:00pm per Jerry. Mr. Parrott also said he was told that the staff generated a bill of \$2000.00. Mr. Parrott said that if the staff would of informed the Board that night, he feels the staff would of generated a bill of \$2000.00 and the Board would of said yes go ahead and have ES&S in. Mr. Parrott also said that Jerry told him that our staff had deleted the Election and we had no backup. Mr. Parrott also said that Jerry told him that ES&S had to find the Election from ES&S's backup and figure out any changes that were made by our staff from the day ES&S programmed up to the day before the Election. Mr. Parrott was told that's what took so long to recreate the election. Mr. Parrott was also told if the file would not of been found we would have had to spend all night reprogramming our Election. Mr. Parrott said he feels in his opinion this was very serious and felt the Board should have been told. Chairman Moots wanted to know why we couldn't have used the Board of Elections back up. Director McCarty explained to the Board that our Back up was literally stuck in the tape drive and would not unload. Mr. Parrott said he understands that problems or accidents happen but he feels that the Board should have been informed that night or on Election Day. Mr. Parrott said he felt it was not only Director McCarty to blame for this incident, he feels that the Deputy Director and 2 clerks were also to blame. Mr. Parrott said a question he had was how was the bill going to get paid? He said he feels

that the staff would have stamped the Board signatures on the purchase order and the Board wouldn't have been informed of the invoice.

Director McCarty and Deputy Birchfield stated that absolutely we would never stamp Board members signatures without authorization from Board Members. Chairman Moots said he wouldn't accuse the staff of doing anything like that.

Mr. Steele asked Director McCarty how long it took for ES&S to correct the error. Director McCarty said approximately 15 minutes. Director McCarty also said we discussed other issues but they were not here for 4 hours. Mr. Steele asked that the Deputy Birchfield to receive a copy of ES&S's log to verify work performed by ES&S as well as time spent at the Board of Elections.

Chairman Moots said the way he sees this, is that the Director and Deputy Director are not authorized to allocate spending money and also the Board should have been notified the night that the incident happened. Chairman Moots said it appears the staff initially thought they were not going to spend any money however the staff should not hold back information from the Board. Director McCarty and Deputy Director Birchfield said they weren't intending on keeping this issue from the Board, this just happened so fast and they wanted to take care of the issue and run the election. Deputy Director Birchfield said that she guarantees if the issue wouldn't of been corrected, the Board would have been called that evening. Mr. Steele feels that the main problem is that a new backup system should be put into place. Mr. Steele feels we should change our media and perform 2 backups after programming and or making any changes to election files. Mr. Cook and Mr. Steele feel there should be a procedure put into place for reporting major incidents. Both Chairman Moots and Mr. Parrott agreed but said informing the Board is a standing policy. Director McCarty said absolutely we will use our common sense and always keep the Board informed on any issues we feel is a major issue. Chairman Moots said he feels the Director and Deputy Director have done remarkably well for what they came into and he would like to write this off as a mistake. Chairman Moot's recommends anytime the Board is going to be charged a fee discuss it with the Board. Chairman Moots said this ended up being a minor problem but could have been major and the Director and Deputy Director must always keep the Board informed.

>Continuity of Operations Plan

Director McCarty updated the Board on the COOP plan, this is basically a disaster plan that we need to put in place in case of an emergency. We will present the plan to the Board upon completion and to get approval before submitting.

***The Board would like us to look into a fire proof safe that can be bolted to concrete in case of a tornado, fire etc**

*** The Board would like a call into triad to find out how to mark a record private. (For an elected official, law informant officer, etc).**

***Mr. Parrott noted if we have any voters that have their full social security numbers on their record we should update to just the last 4 digits.**

>ADA Compliance Spot Checks May 3, 2011

The SOS performed a few spot checks. Attached you will find our response to the SOS on the remedies that we feel will bring the polling locations compliant.

>ES&S Training

ES&S would like Director McCarty and Deputy Birchfield to attend training this summer in Franklin County. Mr. Cook made a motion to approve the Director and Deputy to attend ES&S training at the cost of \$2000.00 each. Seconded by Bill Steele. Motion passed

>GEO Mapping Training

There is a 2 day training on June 23-24, 2011 given by ICW. Director McCarty is recommending that Gary Wallace attend. The Board would like the entire staff to attend. Mr. Parrott made a motion to send the entire staff to attend the ICW training. Seconded by Bill Steele. Motion passed

>NCOA mailing

We have a total of 6887 NCOA/supplemental cards being mailed out.

The process is to be complete by July 15, 2011. The staff mailed the 1st batch out June 13, 2011. Should be completely done printing and mailed by today, June 14, 2011.

>Local Petitions

Ron Rhodes for Jerome TWP Trustee has been filed.

Crista Miller for Paris TWP Trustee has been filed.

The Board inspected the petitions and certified them to the November 8, 2011 ballot.

>Directive 2011-18

Once we receive the petition in our hand, we are to stamp in their petition. It is now the property of the Board of Elections. We are no longer to pre-check the petition before we file their petition.

****regarding state petitions, The Board would like a final answer on whether the Board needs to sign off on the state petitions or not?***

>New Marysville Wards & Precinct recommendations

Director McCarty presented the new district maps to the Board with the updated ward changes. The new ward map was approved by the City. We recommend that Marysville #2 voters move into Marysville #6 and Marysville #4 voters into Marysville #5. If the Board was to keep these precincts each precinct would have fewer than 400 voters. There could be a significant saving in combining the precincts. The Board decided to table this decision until the next Board meeting on July 5, 2011.

Chairman Moots closed the Meeting at 10:40am

Attest: *Ameena Birchfield* **Chairman:** *David R. Moots*

Ameena Birchfield, Deputy Director

David R. Moots, Chairman

Union County Board of Elections met on July 5, 2011. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director.

Chairman Moots called the meeting to order at 9:00 a.m.

Approvals:

>Board minutes from June 14, 2011 were discussed. Mr. Parrott pointed out a needed correction. Mr. Cook moved to approve with correction, seconded by Mr. Steele. Motion passed unanimously

>The Board authorized payment of purchase orders.

>Campaign Finance reports were reviewed and signed by the Board.

Old Business:

>Geo Mapping training was a successful training. The four Board staff members found the training to be very worthwhile.

>The NCOA process is underway. The staff mailed out 2129 NCOA cards and 4758 Supplemental cards.

>Director McCarty reported on the Secretary of States conference.

>The Unity training for Director McCarty and Deputy Director Birchfield is scheduled for July 25-29, 2011.

>The Continuity of Operation plan is complete.

>ADA plan of action was sent to the SOS.

>Safe security and fire proofing. The purchase price of a new safe would be between \$200.00-\$500.00. The safe would withstand a temperature up to 1800 degrees. The intensions would be to bolt the safe to the ballot room floor.

>With the passing of the Election Reform Bill, this made a change in the minimum precinct size from no minimum to 500. The maximum size stays at 1400. This was tabled. The Director and Deputy Director are to report on this at the next meeting.

>Precinct consolidation

>Mr. Steele made a motion to consolidate Marysville 2 into Marysville 6 and Marysville 4 into Marysville 5. Seconded by Mr. Cook. Motion passed unanimously.

New Business:

>Election reform has passed. In person voting has changed from 35 days before the Election to 17 days before the Election. The Primary Election is now on May 8, 2011.

>The Board made a decision to hold our next Board meeting on August 16, 2011 at 9:00a.m.

>State Petitions will be in our office by 7-7-2011. According to the SOS, we have 209 parts with 2609 signatures.

Chairman Moots closed the Meeting at 9:45am

Attest:



Chairman:



Ameena Birchfield, Deputy Director

David R. Moots, Chairman

Union County Board of Elections met on August 16, 2011. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; and Ameena Birchfield, Deputy Director.

Chairman Moots called the meeting to order at 9:00 a.m.

Approvals:

>Motion to approve the July 5, 2011 minutes. Motion passed

>Authorized payment of purchase orders.

>Campaign Finance reports reviewed and signed by the Board.

***Mr. Parrott made a motion to approve all the Campaign Finance reports excluding the Citizens for People with Developmental Disabilities Campaign Finance report. The concern was that the committee received donations from Union recyclers and U-Co industries each of which is of tax exempt status. The Board asked the Director to look into this and report findings at the next Board meeting. Seconded by Mr. Steele. Motion passed**

Old Business:

>NCOA- almost complete, the staff will begin the purge process within a week or so. Triad will dial in and update.

>ES&S (Unity) training- The Director and Deputy Director felt it very worthwhile and should be a big benefit in future programming.

>Safe- Director McCarty discovered an unoccupied safe in the ballot room. He did some research to verify the temperature tolerance and feels this safe would be compliant to keep our master (green) PEB's, and flash cards in. This should also be sufficient to keep our monthly backup in as well.

>Triad GSI dialed in and removed all the full SSN#'s leaving just the last 4.

New Business:

>Election reform on hold (HB 194)

***We should be receiving directives and advisories on procedures for the November General absentee voting begin date as well as the Primary 2012 filing deadlines and Absentee dates as well. The filing date for the referendum is September 29, 2011.**

>The Board meeting times are changing from 9:00 am to 1:00 pm. Continuing on the first Tuesday each month.

>Petitions

***The Director presented 80 Nominating Petitions to the Board to review and decide which Petitions/Candidates are to be certified to the November 8, 2011 ballot.**

***The Board found that all the Petitions excluding David Huber for Fairbanks LSD and Lisa Voit for Fairbanks LSD to be in Compliance. David Huber Statement of Candidacy is dated after the signatures collected on parts 2 and 3. Lisa Voit for Fairbanks LSD had one signature with the date unclear.**

***Mr. Parrott made a motion to approve all the Nomination Petitions excluding David Huber for Fairbanks LSD and Lisa Voit for Fairbanks LSD. The two excluded are to be held out for a separate discussion. Seconded by Mr. Steele**

***Mr. Parrot made a motion that David Huber's petition be invalidated because of the dates of signing are after the Statement of Candidacy was signed. Seconded by Mr. Steele**

***Mr. Steele made a motion to accept Lisa Voit's petition the way it was submitted. Seconded by Mr. Cook**

*The Board discussed the unclear date on the petition. Mr. Steele and Mr. Cook see the date as being the 5th while Mr. Parrot and Chairman Moots see the 15th. The Board asked the Director and Deputy Director to have Lisa Voit come in and look at the petition. Without leading her, the Director is to ask her to tell us what date the signer signed her petition. She is to come in and complete an affidavit stating the date of signing.

*Mr. Steele yes, Mr. Cook yes, Mr. Parrot no, Chairman Moots no.

*This being a tie vote, the Board will revisit at the next Board meeting.

Chairman Moots closed the Meeting at 11:30 am

Attest: _____



Chairman: _____



Ameena Birchfield, Deputy Director

David R. Moots, Chairman

Union County Board of Elections met on September 6, 2011. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director, David S. Huber and Christopher N. Slagle, Attorney for David S. Huber.

Chairman Moots called the meeting to order at 1:00 p.m.

The first order of business was a hearing requested by David S. Huber.

Per the request of Chairman Moots, the hearing was conducted by Mr. Parrott.

See attachment.

Approvals:

>Motion to approve the August 16, 2011 minutes. Motion passed

>Authorized payment of purchase orders.

>Campaign Finance reports reviewed and signed by the Board.

Old Business:

>At last month's Board meeting the Board asked Director McCarty to have Lisa Voit come into the Union County Board of Elections to look over her petition and verify the date of a signer and to sign an affidavit. With there being a signed affidavit, the Board Certified Lisa Voit's Petition for Fairbanks School Board to the November 2011 Ballot.

>Director McCarty reported on both Union Recyclers and U-Co Industries. At the last Board meeting the Board didn't approve the Developmental Disabilities Campaign Finance reports. The question was is a Non-exempt Company permitted to donate to a Campaign Committee? According to the Prosecutors office, a tax exempt company can donate in the same manor as a company that pays taxes.

>The Secretary of State held a District meeting in Green County. Both Director McCarty and Deputy Director Birchfield attended and felt it was a valuable meeting.

>Triad GSI, the vendor for our voter registration system dialed in to our VR system and removed all but the last 4 digits from the Social Security numbers on file.

New Business:

>ES&S will be in our office on September 22, 2011 to assist in programming our Election.

>Director McCarty asked the Board if they would approve of a ballot press to use to flatten the absentee ballots. Mr. Cook made a motion to purchase the ballot press. Seconded by Mr. Parrott. Mr. Cook-yes, Mr. Parrott-yes, Mr. Moots-yes, Mr. Steele-no. Mr. Steele feels the ballot press cost is too high. Motion passed

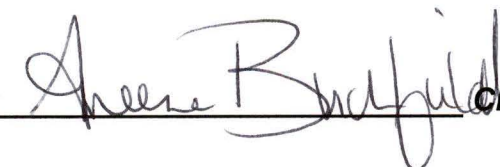
>Director McCarty requested to the Board that we order a new laser printer. The Board instructed him to do some comparison shopping and report findings at the next meeting.

>Reported on the Commissioners monthly meeting

>The 2012 Election plan is to proceed at this point as if the Primary is in March.

Chairman Moots closed the Meeting at 1:45

Attest:



Chairman:



Ameena Birchfield, Deputy Director

David R. Moots, Chairman

**Decision
of the
Union County Board of Elections
September 6, 2011**

On the 6th day of September, 2011, a hearing was held before the Union County Board of Elections at 1:00 p.m., at the request of David S. Huber to reconsider the decision of the Board made on August 16, 2011 not to certify the name of David S. Huber to the November 8, 2011 ballot as a candidate for the Board of Education of the Fairbanks School District due to an insufficient number of required signatures.

Present at the hearing were the following: Board Members, Chairman David R. Moots, Robert W. Parrott, Dean E. Cook, William C. Steele; Director Bill McCarty and Deputy Director Ameena Birchfield. Also present were David S. Huber and Christopher N. Slagle, Bricker & Eckler LLP, Attorney for David S. Huber.

The hearing was called to order at 1:00 p.m. It was stated by the Board that Mr. Huber had filed three nominating part petitions on August 10, 2011 with the Union County Board of Elections for the position of School Board for Fairbanks School District. At a regular meeting of the Board of Elections held on August 16, 2011, the Board reviewed those part petitions. Part Petition Number 1 was allowed. Part Petitions Number 2 and 3 were disallowed for the reason that the date within the Statement of Candidacy on both part petitions was after the date the electors signed the nominating petitions and there was a question as to whether the nominating petitions had been signed before it was circulated as required by Ohio Revised Code Section 3513.261. After disallowing the two part petitions, Mr. Huber had 14 valid signatures out of the required 25 signatures. For this reason, the Board had voted not to certify his name to the November ballot.

The Board further stated that the candidate must substantially comply with Ohio Revised Code Section 3513.261 in completing and circulating his nominating petition.

Thereafter, Mr. Huber was placed under oath and allowed to make statements to the Board. Mr. Huber said he signed and dated the Statement of Candidacy for Part Petition Number 1 before circulating, but did not sign or date the Statement of Candidacy for Part Petitions Number 2 or 3 before circulating them. He testified that he signed and dated the two part petitions on the day he filed the petitions with the Board of Elections, being August 10, 2011. Mr. Huber said it was a mistake on his part. However, Mr. Huber also stated that he circulated all three petitions himself and that he saw each person sign the nominating petitions. He further said that he carried the correct part petition with the others at the time he circulated the other petitions. He said there was no fraud on anyone's part and that he had substantially complied with the law. After Mr. Huber testified, Mr. Slagle addressed the Board. He said Mr. Huber had correctly completed the Statement of Candidacy on Part Petition Number 1 and filled-out most of the Statement of Candidacy on Part Petitions Number 2 and 3, even though they were not signed or dated before circulation. He said Mr. Huber circulated his own petitions so there was no

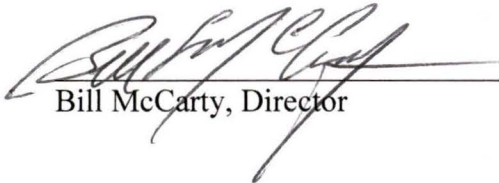
confusion by any one signing the nominating petition that Mr. Huber was running for the office and desired to be a candidate for that office. Mr. Slagle also said that courts have ruled that some information left off the Statement of Candidacy, such as the date, is not fatal to the petition. He therefore said that substantial compliance had been made and the two part petitions should be allowed giving Mr. Huber the required number of signatures to be certified to the November ballot.

Thereafter, the Board asked questions of Mr. Huber and Mr. Slagle. After discussion, it was stated by the Board that 3513.261 requires a candidate to sign the Statement of Candidacy on at least one of the part petitions and that the candidate may copy the signature on any other part petitions. Since two of the part petitions were unsigned and did not contain a copy of the signed part petition before being circulated, the Code was not substantially complied with. A motion was made by Mr. Moots to uphold the previous decision of the Board to disallow Part Petitions Number 2 and 3 and not certify the name of David S. Huber to the ballot. The motion was seconded by William C. Steele. All board members voted in favor of the motion. The Motion passed unanimously.

Whereupon the Board concluded the hearing and proceeded to the regular agenda items.



David R. Moots, Chairman



Bill McCarty, Director

Union County Board of Elections met on October 4, 2011. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director and Keith Cunningham representing the Secretary of State.

Chairman Moots called the meeting to order at 1:00 p.m.

Approvals:

>Motion to approve the September 6, 2011 minutes. Motion passed unanimously

>Authorized payment of purchase orders

>Campaign Finance reports reviewed and signed by the Board

Old Business:

>ES&S came in and assisted the Director McCarty and Deputy Director Birchfield in building the ballot for the November 8, 2011 Election. Kyle from ES&S was here for 2 full days and all went very well.

***Each of the ballot styles are on our website to view.**

>2012 Election Plan- The Primary will be held on March 6, 2012. Filing deadline is December 7, 2011. We are going forward with the old plan not implementing any of HB 194 at this time.

>Precincts Marysville 2 and 4 are no longer precincts. The staff mailed out notification of precinct changes on Monday Oct 3, 2011.

***Mr. Parrott suggested that Director McCarty keep records on staff time on redistricting process as well as cost purchasing and mailing out cards for any poll changes due to redistricting. A portion of this could be reimbursed by the Secretary of State per Keith Cunningham.**

New Business:

>Commissioner's Monthly meeting report-

***The Commissioners office will be in touch with Director McCarty soon to schedule a budget hearing date.**

****The County Blood draw will be held on October 5, 2011 at the Union County Service Center from 7 a.m. to 10 a.m. and at the County Garage on October 6, 2011 from 7 a.m. to 8 a.m.***

>Budget meeting report-

****The commissioner would like us to cut 12% off our 2010 budget. This is what they want to model our 2012 budget from.***

Keith Cunningham suggested we show our Commissioners our charge backs yearly. He says its good to show them not only our expenses but what the Board is bringing back into the General Fund.

****The Director and Deputy Director explained to the Commissioners that we may need an increase not a decrease in a Presidential Year due to more labor, supplies etc. We are also planning on Provisional stations at the larger polling locations so this will also require more labor cost. The fact that a possible additional Election may be in 2012 could increase our budget. The Commissioners understood but they pointed out to us that if the Board of Elections has more expenses this could result in other departments having to cut their budget further.***

>Poll Workers-

Director McCarty and Deputy Director Birchfield presented their Poll Worker list to the Board for their review.

>DRE Log-

The Board signed off on the DRE assignments. The log has the serial numbers which are assigned to a specific precinct. DRE assignments are at a ratio of 1 to 175 registered voters.

Chairman Moots closed the Meeting at 2:00 p.m.

Attest: Ameen Birchfield Chairman: David R. Moots

Ameena Birchfield, Deputy Director

David R. Moots, Chairman

Union County Board of Elections met on November 8, 2011 for the General Election. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director; Gary Wallace, Clerk and Michelle Rausch, Clerk

Chairman Moots called the meeting to order at 6:30am.

The polls were opened at 6:30am for the November 8, 2011 General Election.

Approvals:

>Authorized payment of purchase orders.

>Campaign Finance reports reviewed and signed by the Board.

New Business:

>The Union County Job and Family Services department has offered The Board of Elections up to 9 of their used PCs at no charge due to the new computers they have received in their department.

>Director McCarty asked the Board if they would consider putting the internet on our office PCs. This was tabled and to be discussed at our December Board meeting.

>DRE Batteries

***Director McCarty provided information regarding the replacement of iVotronic Unit batteries. The Board asked this to be tabled until the December meeting.**

>Official Canvass

***The Board scheduled the Official Canvass date to be held on November 22, 2011 at 1:00 p.m.**

Chairman Moots adjourned our meeting at 7:30 a.m., we are to reconvene at 7:10 p.m. to complete our Official Canvass after the close of the polls.

Board ruling on Absentee ballots Board Decisions:

(SEE ATTACHED LISTS)

Missing Printed name on top of ID envelope: 2 Voters

Mr. Steele made a motion to accept due to the fact that their signatures on the ID envelopes matched their signatures on their voter registration forms. Mr. Parrott seconded the motion. Motion passed unanimously

Signature missing on ID envelope: 3 Voters

Mr. Steele made a motion to allow the voters 10 days to come in and complete their ID envelope. Mr. Steele-yes, Mr. Cook- yes, Chairman Moots-yes, Mr. Parrott- abstained. Motion passed

Missing ID on ID envelope: 6 Voters

Mr. Parrott made a motion to allow the voters 10 days to come in and complete their ID envelope. Mr. Steele seconded. Motion passed unanimously.

Wrong license number on ID envelope: 1 voter

Mr. Steele made a motion to allow the voter 10 days to come in and correct their ID envelope. Mr. Parrott seconded. Motion passed unanimously.

No Stub on Absentee Ballot: 1 voter

Mr. Parrott made a motion to reject the Ballot due to the stub missing from the ballot. Seconded by Mr. Steele. Motion passed unanimously.

Signatures in question: 2 voters

Mr. Parrott made a motion to allow the voters 10 days to come in and sign their ID envelopes and if the signatures match their voter registration signatures they are to be accepted. Mr. Steele seconded. Motion passed unanimously.

Incomplete ID envelope: 3 voters

One voter mailed back the ballot without the ID envelope. Mr. Parrott made a motion to reject this ballot. Seconded by Mr. Steele. Motion passed unanimously

One voter mailed back the ID envelope but did not put printed name, ID and signature on the envelope. The barcode with the voters name is at the top of each mail out envelope so we could get in touch with this voter. Mr. Steele made a motion to allow the voter 10 days to come in and complete her ID envelope. Mr. Cook seconded. Motion passed unanimously.

One voter returned a hand carry ballot without any information on the ID envelope at all. Mr. Cook made a motion to reject this ballot. Mr. Steele Seconded. Motion passed unanimously.

Missing or incomplete SSN4s on the ID envelope: 6 Voters

Mr. Parrott made a motion to allow the voters 10 days to come in and complete their ID envelope. Mr. Steele seconded. Motion passed unanimously.

The Director and Deputy Director tabulated the Absentee paper, Flashes and DRE's. The final unofficial reports were ran at 11:00 p.m.

Chairman Moots closed the Meeting at 11:15 p.m.

Attest:  **Chairman:** 
Ameena Birchfield, Deputy Director **David R. Moots, Chairman**

BOARD DECISIONS
GENERAL ELECTION NOV. 8, 2011
AS OF NOV. 7, 2011 – MONDAY

MISSING PRINTED NAME AT TOP

1. MICHELLE SMITH
2. NANCY JEAN WILLIAMS

SIGNATURE MISSING ON I D ENVELOPE

1. JUNE A. SCHNEIDER
2. NANCY L. TONG-VILLANUEVA
3. JAMES D. ULMER - TYPED

NO I D ON ID ENVELOPE

1. RICHARD BANGS
2. EVA HALL
3. ANGELA LANDSETTLE
4. HOWARD PACE
5. MILDRED PACE
6. NELLIE R. WILSON

WRONG LICENSE NUMBER

1. HAROLD SHOCKEY

NO STUB ON BALLOT

1. DANNY CUNNINGHAM

SIGNATURE IN QUESTION

1. ELEANOR CROSS – NO LAST NAME
2. GEORGE LANE –PRINTED

INCOMPLETE I D ENVELOPE

1. JUDY BUCKLAND – NO I D ENVELOPE
2. TAMI S. MCCARTY – BLANK
3. ?????????????

BOARD DECISIONS NOVEMBER 8, 2011 GENERAL
PAGE 2

SOCIAL SECURITY NUMBERS IN QUESTION

1. CHARLENE L. FLINT
2. TAMRA L. HEADRICK
3. MARJORIE LUCILLE MCDOWELL
4. BRUCE SCOTT
5. ARTHUR E. WAGNER
6. BILL E. WILLIAMSON

Union County Board of Elections met on November 22, 2011 for the November 8, 2011 General Election Official Canvass. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director.

Chairman Moots called the meeting to order at 1:00 p.m.

The Board began by ruling on the 21 Absentee ballots with ID issues that the Board gave them 10 days to come in and fix issues on their ID envelope.

(see attached list)

Of the 21 Absentees, 14 voters responded and completed and or fixed their envelope. 7 voters did not respond.

Mr. Parrott made a motion to accept the 14 ID envelopes that the voters did respond and completed ID envelope and to disallow the 7 without response. Seconded by Mr. Cook Motion passed

The Board of Elections received 4 absentee ballots by mail before the 10 day deadline.

Mr. Parrott made a motion to accept the 4 received by the 10 day deadline. Seconded by Mr. Cook. Motion passed

The Board of Elections received 3 absentee ballots by the 10 day deadline but they did not have a post mark on them.

Mr. Steele made a motion to accept the 3 absentee ballots without post marks. No Second to Mr. Steele's motion. Mr. Parrott made a motion to disallow the 3 absentee ballots without post marks. Mr. Cook Seconded Mr. Parrott's motion to disallow the 3 ballots without post marks. Mr. Parrott-yes, Mr. Cook-yes, Mr. Steele-No, Chairman Moots-abstained. Motion passed

The Board of Elections received 3 absentees after the deadline.

Mr. Cook made a motion to not accept the 3 ballots received after the deadline. Seconded by Mr. Steele. Motion passed

The Board received 296 Provisional Ballots all of which were inspected by both parties.

Of the 296 Provisional Ballots the staff recommends that 239 be counted.

Mr. Parrott Made a motion to accept the 239 Provisionals. Mr. Steele seconded. Motion passed unanimously

There are 57 Board decision Provisional ballots the Board needs to rule on.

26 voters came into the office to vote absentee after the poll closed on Friday Nov 4, 2011. The poll closed earlier this year by direction of the SOS. Mr. Steele made a motion to accept the 26 voters and Mr. Parrott seconded. Motion passed

3 provisional voters did not supply ID on their envelopes. They were issued 10T forms at the polls. Mr. Cook made a motion to not accept the 3 envelopes without ID's. Mr. Parrott seconded. Motion passed

1 provisional voter voted in Union County stating he lives in Franklin Co.

Mr. Cook made a motion to disallow. Seconded by Mr. Steele. Motion passed

23 provisional voters not registered in Union County. Mr. Cook made a motion to disallow. Mr. Parrott seconded. Motion passed

4 provisional voters voted in the wrong precinct. Mr. Steele made a motion to accept their ballots after there ballots are converted over to their proper ballot by a team of one Democrat and one Republican. Seconded by Mr. Parrott. Motion passed unanimously

The Director and Deputy Director ran the paper absentee ballots though the 650, the flahes, the PEBs, the additional absentee paper ballots received after the unofficial Election and the provisional ballots. With tabulation being complete, we ended out Official Canvass.

Chairman Moots closed the meeting at 3:00 p.m.

Chairman Moots closed the Meeting at 2:00 p.m.

Attest:  **Chairman:** 

Ameena Birchfield, Deputy Director

David R. Moots, Chairman

2011 Official Canvass - November 22, 2011

21 **Absentees** given 10 days to respond.

14 responded and completed.

7 no response.

4 absentees received before the 10 day deadline (11-18-11)

3 absentees received without a post mark by deadline.

3 absentees received after deadline.

296 **Provisionals**

(27 of the 296 did not count)

239 recommended to count

57 issues for Board Decisions
(See attachments)

For UNION COUNTY
Election: 11/08/11 - GENERAL

For Status: Pending Review

Name	County ID	Voted Precinct
1 ABBEY, JOHN H	9600273	MARYSVILLE 9
2 ABBEY, LISA C	9630361	MARYSVILLE 9
3 BAIRD, LUCAS S	9633924	MARYSVILLE 14
4 BECHTOL, JEREMY LAUREN	9620103	MARYSVILLE 1
5 BEHRENS, ROBERTA L	9604046	MARYSVILLE 8
6 BLAKE, DENIS F	9623692	MARYSVILLE 3
7 COTTER, KATHLEEN ELIZABETH	8800800	MARYSVILLE 7
8 DWERTMAN, CATHY J	9616142	MARYSVILLE 13
9 KABELAC, DENNIS JOHN	9634601	MARYSVILLE 6
10 KABELAC, MARY ALICE	9634600	MARYSVILLE 6
11 KING, KATHY LYNN	9604827	MARYSVILLE 13
12 KING, RANDY EUGENE	9202620	MARYSVILLE 13
13 LEHMAN, MATTHEM DEAN	9621594	ALLEN 2
14 LEHMAN, TRACEY ANN	9621596	ALLEN 2
15 MICKELSON, EDWIN R	9605058	ALLEN 2
16 MOORE, SHARON R	8400148	MARYSVILLE 8
17 MYERS, JOHN M	9607304	MARYSVILLE 11
18 PHILLIPS, REN C	9616413	MILFORD CENTER
19 RECK, APRIL L	8200141	PARIS 1
20 SCHEIDERER, ELLEN KATHRYN	9633226	DARBY 1
21 SPAIN, JOSH T	9633725	TAYLOR 1
22 WEARS, VIRGINIA E	9631011	MARYSVILLE 11
23 WISE, STEPHEN J	9627639	MARYSVILLE 12

Total For Status: Pending Review

23

pollworkers

- Heino, Susan
- Farkas, Paul
- Young, Wayne

3

26

Counted

For UNION COUNTY
Election: 11/08/11 - GENERAL

For Status: Rejected: Did NOT Provide ID Within Allo

Name	County ID	Voted Precinct	
48 KASPER, JULIE B	9620649	JEROME 4	
49 LANKA, JESSICA	0	JEROME 1	
50 WILLIAMS, COURTNEY MICHELLE	9627815		PARIS 1

Total For Status: Rejected: Did NOT Provide ID Within Allo **3**

ID ISSUES

not
Counted

For UNION COUNTY
Election: 11/08/11 - GENERAL

For Status: Rejected: Bad Address on Form

Name	County ID	Voted Precinct
26 SMITH, MATTHEW L	9502307	ALLEN 2

Total For Status: Rejected: Bad Address on Form

1

Reg in Paris 1
Voted in Allen 2
Stated he lives in Franklin Co.

not
Counted

For UNION COUNTY
Election: 11/08/11 - GENERAL

For Status: Rejected: Voter Registration Cancelled

→ not registered in OH

Name	County ID	Voted Precinct
27 ARBOGAST, MARION S	9603387	LEESBURG
28 CURTS JR, RICHARD W	9600825	CLAIBOURNE
29 HENRY, JUSTIN L	9606199	MARYSVILLE 6
30 PAYNE, DIANA J	9610663	MARYSVILLE 8
31 RISNER, DAVID TRENT	9608892	RICHWOOD 1
32 ROPP, JACOB D	9614588	MARYSVILLE 12
33 WHITMORE, KARIE A	9614904	CLAIBOURNE
34 WILCOX, JUSTIN MICHAEL	9628016	DARBY 2

Total For Status: Rejected: Voter Registration Cancelled

8

not
Counted

List Maintenance

For UNION COUNTY
Election: 11/08/11 - GENERAL

For Status: Rejected: Voter Not Registered

Name	County ID	Voted Precinct
35 ARMSTRONG, IVAN	0	MARYSVILLE 7
36 BAKER, JIM	0	WASHINGTON
37 CHUTES JR, DONALD L	0	JEROME 1
38 COVIELLO, LEONARD	0	MARYSVILLE 8
39 COVIELLO, ROBYN	0	MARYSVILLE 8
40 HATMAKER, OSCAR THOMAS	0	LEESBURG
41 KOENIG, SAMUEL	0	JEROME 1
42 MCBRIDE, BRYAN K	0	JEROME 1
43 MCCLASKIE, CURTIS	0	JEROME 2
44 RANDALL, ALEXANDER	0	JEROME 1
45 ROMANELLO, NATALIE	0	DARBY 1
46 SHEARS, MATTHEW	0	LIBERTY 1
47 SORRELL, JAMES A	0	LEESBURG
48 SOUTHARD, ROY A	0	JEROME 1
49 WATKINS, KYLEE	0	MARYSVILLE 10

Total For Status: Rejected: Voter Not Registered

15

not
counted

Not Registered anywhere in
OHIO

Union County Board of Elections met on December 12, 2011. Those present were Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member/ Acting Chairman. Also present were Bill McCarty, Director; Ameena Birchfield, Deputy Director.

Mr. Steele called the meeting to order at 9:00 a.m.

Approvals:

>Motion to approve the October 4, 2011, November 8, 2011, and November 22, 2011 minutes. Motion passed unanimously

>Campaign Finance reports reviewed and signed by the Board.

Old Business:

>ES&S DRE Batteries (PEB and Mother Board batteries)

Director McCarty will be scheduling the annual maintenance prior to the Primary. ES&S recommends replacing batteries every 5 years. According to ES&S to replace 220 mother board batteries it will cost \$14,495.00. The PEB batteries will cost \$13.95 a unit. Mr. Parrott made a motion to replace the mother board batteries and the PEB batteries at \$13.95 a unit. Mr. Steele seconded the motion. Mr. Cook suggested that we try to get the batteries paid out of this year's budget. Motion passed unanimously.

>Internet on PC

This was tabled until next meeting when Chairman Moots will be in attendance.

New Business:

>The Commissioners monthly meeting report.

The Commissioners reported that all space heaters must be the tip and turn off kind. If space heaters, cell phone chargers etc are left on over night; they will be confiscated by the cleaning crew. The temperature will be set at 72 degrees during the day and 68 degrees in the evening and weekends.

The rental fees for the conference rooms are \$50 an hour for weekdays and \$75 an hour for weekends. The doors to County buildings will be closed at 6pm unless a meeting is going on, the time will be 8pm.

>The Board certified the candidates to the ballot.

****County officials and Central committee candidates. (See attached)***

Mr. Cook made a motion to certify the timely filed candidates to the ballot.

Mr. Steele seconded the motion. Motion passed

****Jerome TWP put a replacement and decrease levy on for the Primary 2012 for 1.1 mills for 5 years. Millcreek TWP put a replacement levy on for the Primary 2012 for 2 mills for 5 years. Both of these levies are for police protection.***

>2012 mailing to all Union county resided voters

Not later than January 31, 2012 a mailing containing the date of the 2012 Primary, precinct name/number and voting location name and address, and also H/S/C district number (using map from HB 319). The Board of Elections will receive approximately \$0.35 per registered voter to cover the cost of the mailing and other redistricting costs.

>One stub ballot

The Board directed Chairman McCarty to request a waiver with SOS to go from a 2 stub ballot to a 1 stub ballot. Mr. Cook made a motion to approve the change from a 2 stub ballot to a 1 stub ballot as long as it is approved by the Secretary of States office. Seconded by Mr. Steele. Motion passed

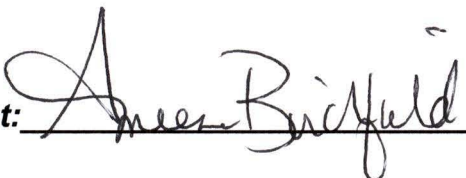
>High School Poll Workers

Director McCarty and Deputy Director Birchfield are working on a program to recruit High School (at least 17 yr old) students to become poll workers. The Board feels it's a great idea to have an outreach program. A report will be given to the Board on the process.

>ES&S price lock

ES&S offered to the Union County Board of Elections a contract lock-in price for the next 3 to 5 years. The Board asked the Deputy Director the see if there is a deadline to make this decision. Deputy Director Birchfield will report back on this at the next meeting.

Mr. Steele closed the Meeting at 9:55 a.m.

Attest: 

Ameena Birchfield, Deputy Director

Chairman: 

David R. Moots, Chairman

Union County Board of Elections met on January 3, 2012. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; and Ameena Birchfield, Deputy Director.

Chairman Moots called the meeting to order at 1:00 p.m.

Approvals:

>Motion to approve the December 12, 2012 minutes. Motion passed unanimously.

>Authorized payments of purchase orders

>Campaign finance reports reviewed and signed by the Board

Old Business:

>Internet on PC

The Board gave Director McCarty permission to have the internet put onto the desk top personal computers. The Board feels comfortable adding the internet to the PCs due to the fact that full social security is no longer on our registration system. They also wanted reassurance from the Director that the tabulation system will in no way be linked to the internet, The Board recommended the Director have Triad put in writing the timeline it would take to recover any lost data. The Board would also like Triad to recommend a backup procedure. The Director should keep a log available for record and for review for the Board.

>2012 mandatory County mailing

The Mandatory mailing has been canceled due to the fact that the two Primary's have been combined. The Secretary of State will be mailing out an Election Notice/Absentee ballot request form to every registered voter prior to the General Election 2012.

>One stub Ballot

The letter to request a waiver to go from a 2 stub ballot to a 1 stub ballot has been mailed to the Secretary of State. We are waiting for an answer and will report the status at the next Board meeting.

New Business:

>Re-organization

The Board set the re-organization for March 6, 2012, on the day of The Primary Elections.

>Continuing Education Hours

The required continuing hours for Board members has been revised. The total hours needed is 10 hours in a 2 year period. Hours are obtained starting January of even years.

>Charge backs

Director McCarty presented the charge backs to the Board for approval.

>ES&S Maintenance

ES&S will be in touch with us after the Primary Election to Schedule yearly maintenance.

Chairman Moots closed the Meeting at 2:20pm

Attest:  Chairman: 

Ameena Birchfield, Deputy Director

David R. Moots, Chairman

Union County Board of Elections met on February 7, 2012. Those present were David R. Moots, Chairman; Dean E. Cook, Board Member; Robert W. Parrott, Board Member; and William C. Steele, Board Member. Also present were Bill McCarty, Director; and Ameena Birchfield, Deputy Director.

Chairman Moots called the meeting to order at 1:00 p.m.

Approvals:

>Motion to approve the January 3, 2012 minutes. Motion passed unanimously.

>Authorized payments of purchase orders

>Campaign finance reports reviewed and signed by the Board

Old Business:

>Internet on PC

The County as well as Triad recommend that we do not implement the internet onto our PCs until after the March 6, 2012 Election. It will cost about \$200.00 for a new router. This should take place around April 1, 2012.

>One stub ballot

Director McCarty presented the official waiver signed by the Secretary of State allowing our Board to go to a one stub ballot.

New Business:

>Commissioner's monthly meeting

***Sales tax is up by 4% from 2010 and 2011.**

***IT Consolidation is still in the planning phase. There will be a report on this on a later date.**

>Primary 2012

***Lock and Load is scheduled for Feb 8, 2012.**

***Absentee voting is unusually slow this Election.**

>Director McCarty introduced the new Provisional envelope prescribed by the Secretary of State.

Mr. Parrott made mention of the fact that the original voter registration form is on the back of the new provisional envelope.

Mr. Parrot would like a ruling from the Secretary of State before we remove the voter registration form from the provisional ballot after the Election. The Director is to report on this at the next meeting.

>Director McCarty introduced the new Absentee ballot envelope approved by the SOS.

***According to our absentee staff, the new envelope is a time saver.**

The postage on the envelope is \$.65 to mail out verses \$1.22 with the former absentee envelope. The stock price is half as much as well. This will be a great cost savings to the County

>The poll worker lists were presented to the Board members.

>The Director and Deputy Director will be setting up Provisional tables at polling locations with more than 2 precincts at the polling location.

>Reorganization will take place at 6:30 a.m. on Election Day, March 6, 2012

Chairman Moots closed the meeting at 1:35 p.m.

Attest:  **Chairman:** 

Ameena Birchfield, Deputy Director

David R. Moots, Chairman

Approvals:

Motion to approve the February 7, 2012 minutes. Motion passed unanimously.

Authorize payments of purchase orders.

Campaign finance reports reviewed and signed by the Board.

Old Business:

An update on the Primary Election:

At this point there are not any big issues, the small issues are a few poll workers called in sick. Both Director Birchfield and Dep. Director McCarty had backup poll workers in place on call. Secondly, the main issue from the poll workers this morning are that the poll workers are reporting the printers not printing the zero tapes. Director Birchfield stated that the poll workers sometimes remove the cables too soon and this doesn't allow the tape to print. The staff just needs to talk the poll workers through the process to start a zero tape.

Absentee ballots requested as of 3-6-12 are at a total of 1097, the Provisionals are up to 10 in office.

New Business:

According to the Secretary of States office, expect petitioners at the polling locations. The Poll workers were reminded at training of the 100ft rule for anyone campaigning or petitioning.

The date of the Official Canvass is set for March 19, 2012 at 1:00 pm

The mandated Audit set by the Secretary of States office is set for April 3, 2012 at 9:00 am during our April Board meeting.

9600 printer (Balotar 1) has been serviced. According to US laser, we need a new voltage regulator.

The Board wants Director Birchfield to read over the contract with ABS and report at the April meeting the responsibilities on maintaining the 9600 printer that ABS has agreed to..

Director Birchfield introduced the idea to the Board to have a poll appreciation evening. The Board feels this is a great idea. Director Birchfield will report back on this after the audit.

Alison Boggs filed for Union County Prosecutor running as an independent candidate. She needs a total of 177 valid signatures. She collected 196 signatures. We will check her petition and report back at the April Board meeting.

10 Absentee ballot Board decisions received by 3-6-12 for the Board to rule on. (see attached)

Mr. Moots made a motion to allow the 5 Absentee voters to come in within 10 days to supply their missing information. Seconded by Mr. Cook. Motion passed.

Mr. Steele made a motion to reject the 4 Absentees voters with missing ID envelopes and to reject the one Absentee voter with the missing stub from her ballot. Mr. Cook seconded the motion. Motion passed.

Chairman Parrott administered the Oath of Office to Director Birchfield, Deputy Director McCarty, Clerk Rausch, and Clerk Wallace.

The Board recessed at 8:00 am and will reconvene at 7:30 pm.

Chairman Parrott called the meeting to order at 7:30 pm.

The Staff presented the Zero report from the 650 tabulator for the Board to sign off on before Gary Wallace and Michelle Rausch ran the Absentee ballots through the 650.

After running the Absentee ballots through the 650, there were 10 over vote ballots for the Board to rule on. Mr. Moots made a motion to run the ballots through, turning the over votes off. Mr. Cook seconded the motion. Motion passed unanimously.

Director Birchfield and Deputy Director McCarty began tabulating the flash cards and the PEBs upon the arrival of the Presiding Judges and Judges.

After the close of the polls and all ballots were tabulated, Chairman Parrott adjourned the meeting. (Unofficial results attached)

Attest:

Bill McCarty, Deputy Director

bm/ab

Chairman:

Robert W. Parrott, Chairman

Union County Board of Elections met on March 6, 2012 for the Primary Election and reorganization of the Board & Director/Deputy Director. Those present were Robert W. Parrott, Chairman; David R. Moots, Board Member; Dean E. Cook, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director: and Bill McCarty, Deputy Director.

Mr. Moots called the meeting to order at 6:30 a.m.

Mr. Parrott nominated Mr. Moots to be the temporary Chairman for the purpose of reorganization. Mr. Cook seconded the Motion. Motion passed

Mr. Parrott made a motion to go into executive session. Chairman Moots called the roll for a vote to go into executive session. Mr. Parrott-yes, Mr. Steele-yes, Mr. Cook -yes, Chairman Moots-yes.

Chairman Moots called the meeting into executive session at 6:40 am.

Chairman Moots called the meeting back to order in regular session at 6:55 am.

Mr. Steele made motion to nominate Ameena Birchfield as the new Director of the Union County Board of Elections. The motion was seconded by Chairman Moots. Motion passed unanimously.

Mr. Parrott made a motion to nominate Bill McCarty as the new Deputy Director of the Union County Board of Elections. The motion was seconded by Mr. Cook. Motion passed unanimously.

Mr. Cook nominated Mr. Parrott as the new Chairman of the Union County Board of Elections. The motion was seconded by Mr. Steele. The Motion passed unanimously. Chairman Parrott took over the running of the meeting.

Approvals:

Motion to approve the February 7, 2012 minutes. Motion passed unanimously.

Authorize payments of purchase orders.

Campaign finance reports reviewed and signed by the Board.

Old Business:

An update on the Primary Election:

At this point there are not any big issues, the small issues are a few poll workers called in sick. Both Director Birchfield and Dep. Director McCarty had backup poll workers in place on call. Secondly, the main issue from the poll workers this morning are that the poll workers are reporting the printers not printing the zero tapes. Director Birchfield stated that the poll workers sometimes remove the cables too soon and this doesn't allow the tape to print. The staff just needs to talk the poll workers through the process to start a zero tape.

Absentee ballots requested as of 3-6-12 are at a total of 1097, the Provisionals are up to 10 in office.

New Business:

According to the Secretary of States office, expect petitioners at the polling locations. The Poll workers were reminded at training of the 100ft rule for anyone campaigning or petitioning.

The date of the Official Canvass is set for March 19, 2012 at 1:00 pm

The mandated Audit set by the Secretary of States office is set for April 3, 2012 at 9:00 am during our April Board meeting.

SUMMARY REPT-GROUP DETAIL

DATE:03/06/12 09:57 PM

UNION COUNTY, OHIO
PRIMARY ELECTION
MARCH 6, 2012
STATISTICS

UNOFFICIAL RESULTS

REPORT-EL45A

PAGE 001

	TOTAL VOTES	%	ELECT DAY IVO	ELECT DAY PAP	ABS PAPER	ABS IVO	PROV
PRECINCTS COUNTED (OF 42)	42	100.00					
REGISTERED VOTERS - TOTAL	33,004						
BALLOTS CAST - TOTAL	7,910		6,876	6	550	478	0
BALLOTS CAST - DEMOCRATIC	725	9.17	582	0	75	68	0
BALLOTS CAST - REPUBLICAN	7,099	89.75	6,211	6	472	410	0
BALLOTS CAST - GREEN	6	.08	5	0	1	0	0
BALLOTS CAST - LIBERTARIAN	10	.13	10	0	0	0	0
BALLOTS CAST - NONPARTISAN	567	7.17	512	0	2	53	0
VOTER TURNOUT - TOTAL		23.97					

10 Board Dec

BOARD DECISION MARCH 6, 2012 PRIMARY

SIGNATURE

didnt correct RICHARD BANGS - SIGNED BY WIFE AS POA - M # 3 10 days
did correct CONNIE RIZOR - NO SIGNATURE - M # 6 10 days

NO NAME AT TOP

did correct BETTY J. SHEPHERD - JEROME 5 10 days

IDENTIFICATION

did correct ALLEN S. SHEPHERD, JR. - MISSING - JEROME 5 10 days

SOCIAL SECURITY NUMBER

did correct VIRGINIA PHILLIPS - WRONG SOCIAL NUMBER - M # 3 → 8841 on Registrat.
10 days

NO IDENTIFICATION ENVELOPE

DAVID SKRILETZ - M # 6
LEONA LOWRY - M # 11
CAROLYN WYSE - ALLEN
CHARLES MOATS = MILLCREEK

rejected

NO STUB

JAMES WILHELM

Union County Board of Elections met on March 19, 2012 for the March 6, 2012 Primary Official Canvass. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; and Bill McCarty, Deputy Director.

Chairman Parrott called the meeting to order at 1:00 p.m.

Director Birchfield recapped the ruling from Election on the 5 absentee voters that were given 10 days to come in a complete their absentee envelope. 4 of the voters came in and corrected their envelope and one did not. (see attached)

The Board then began by examining the 13 absentee ballots received after 3-6-12. 10 absentee ballots received within the 10 day grace period and 3 not compliant. 1 of the 3 came in without a postmark, 2 of the 3 were postmarked late.

Mr. Steele made a motion to reject the absentee envelopes that were not compliant with the postmarks. Mr. Cook seconded the motion. Motion passed unanimously.

The Board then examined the 81 provisional ballots that were received.

64 of the provisional voters were registered within the state; of the 64, 45 moved within Union County, 16 moved within the state, 3 had a name change and already registered in Union County.

Mr. Steele made a motion to accept the 45 provisional voters that moved within Union County. Mr. Cook seconded the motion. Motion passed unanimously

Mr. Steele made a motion to accept the 16 provisional that moved within the state. Mr. Cook seconded the motion. Motion passed unanimously

Mr. Steele made a motion to accept the 3 provisional voters with name changes. Mr. Cook seconded the motion. Motion passed unanimously

13 provisional voters were not registered in the State of Ohio.

Mr. Steele made a motion to reject the 13 provisional ballots that were not registered in the State. Mr. Cook seconded the motion. Motion passed unanimously

1 poll worker whom was unable to make it to her polling location to vote.

Mr. Steele made a motion to accept the poll workers provisional ballot due to the fact that she is a poll worker and she was a far distance from her polling location on Election Day. Mr. Cook seconded the motion. Motion passed unanimously

1 voter voted in the wrong precinct

Mr. Steele made a motion to accept the provisional ballot, where the voter voted in the wrong precinct due to poll worker error. Mr. Cook seconded the motion. The Motion passed unanimously

1 voter had missing information on the front of the envelope but supplied all information on the back side.

Mr. Steele made a motion to accept the provisional ballot with missing information on the front of the envelope, with the proper information on the backside due to poll worker error and also she is currently a registered voter in Union County and all the information supplied except address matched what we have on our VR system. Mr. Cook seconded the motion. Motion passed unanimously

1 voter had a Federal radio license.

Mr. Cook made a motion to accept the provisional voter that supplied her federal radio license as her proper identification. Mr. Steele seconded the motion. Motion Passed unanimously.

The Audit:

At the Unofficial Canvass the Board decided to have our audit on April 3, 2012

At 9:00 a.m.

According to the Secretary of States directive 2012-12, the Board must conduct an audit where precincts to be audited equals at least 5% of the total number of votes cast for the Election county wide. The 5% total would be 396 voters in Union County.

Chairman Parrott asked Director Birchfield if she wanted to randomly draw a slip a paper out of a container where the staff had placed 42 slips of paper, one with each of the 42 precincts in Union County in the container. Director Birchfield chose precinct Marysville 6.

Director Birchfield pointed out that this Election at least 25% of our polling locations had paper jams and this could cause an issue when trying to conduct the audit from the v-pat tapes. Director Birchfield explained to the Board, directive 2008-34, where the issue of unreadable v-pat tapes come into play because of paper jams causing the printer to print repeatedly over the same area of paper preventing the reading of voted recorded; The Board can upload the votes recorded on the DREs removable memory device (the flash) and print a report of those votes.

The Board said they would like us to begin by starting with the opening of the v-pat tapes. If there are issues reading the v-pats, then we could proceed with directive 2008-34.

Chairman Parrott wants an update on how ES&S are going to handle the jammed paper issue. This to be reported at the next meeting.

The staff began running the absentee ballots through the 650 printer, then followed by the provisionals. The Director and Deputy Director began tabulation the Official Election. With the Official totals matching the Unofficial totals, the newly accepted absentees and provisional ballots added, the Official Canvass was completed.

Chairman Parrot closed the meeting.

Attest:


Bill McCarty, Deputy Director

Chairman


Robert W. Parrott, Chairman

bm/ab

10 Board Dec

BOARD DECISION MARCH 6, 2012 PRIMARY

SIGNATURE

RICHARD BANGS - SIGNED BY WIFE AS POA - M # 3 10 days
CONNIE RIZOR - NO SIGNATURE - M # 6 10 days

NO NAME AT TOP

BETTY J. SHEPHERD - JEROME 5 10 days

IDENTIFICATION

ALLEN S. SHEPHERD, JR. - MISSING - JEROME 5 10 days

SOCIAL SECURITY NUMBER

VIRGINIA PHILLIPS - WRONG SOCIAL NUMBER - M # 3 → 8841 on Registrat. 10 days

NO IDENTIFICATION ENVELOPE

DAVID SKRILETZ - M # 6
LEONA LOWRY - M # 11
CAROLYN WYSE - ALLEN
CHARLES MOATS - MILLCREEK

rejected

NO STUB

JAMES WILHELM

PRIMARY ELECTION MAR 6, 2012 OFFICIAL CANVASS BOARD DECISIONS

ABSENTEES:

There were 10 absentees ruled on 3-6-2012.

5 were rejected due to, 1 missing stub and 4 missing envelopes

5 were allowed 10 days to come in and provide the missing identification

4 came in and corrected, 1 did not.

After 3-6-2012

Received 10 absentee ballots postmarked in time by 3-5-2012

Received 1 without a postmark

Received 2 postmarked late

PROVISIONALS:

Received a total of 81 Provisions, 10 in office and 71 at the polls

Recommend to accept:

45 change of address within Union County

16 registered in Ohio

3 changed name and already registered in Union County

Recommend to reject:

13 not registered in Ohio

4 additional issues:

Chanda Wilson- a poll worker working in Richwood and lives in Milford Center

Ryan Christopher Poling- voted in wrong precinct

Catherine Hufnagle- missing required fields on front of envelopes

Michelle Darnell-questionable identification

19 not counted
62 counted
81 total

Union County Board of Elections met on April 3, 2012 for our regularly scheduled Board meeting as well as the Primary Audit prescribed by the Secretary of State. Those present were Robert W. Parrott, Chairman; David R. Moots, Board Member, and William C. Steele, Board Member. Also present were Ameena Birchfield, Director: and Bill McCarty, Deputy Director.

Chairman Parrott called the meeting to order at 9:00 a.m.

Approvals:

>Motion to approve the March 6, 2012 and March 19, 2012 minutes. Motion passed unanimously.

>Viewed 5 purchase orders. Board approved of 4. Mr. Steele made a motion to not pay for the invoice for Sheriff Services on Elections Day because its required by Revised code for the Sheriffs office to provide such services. The Motion was seconded by Mr. Moots. Chairman Parrott felt that we already committed to paying but feels we shouldn't in the future. He would like The Director or Deputy Director to contact the Sheriffs office to explain that the ORC states they are to provide services at no charge on Election Day. Chairman Parrott abstained. Motion passed

>Campaign Finance reports reviewed and signed by the Board

Old Business:

>Chairman Parrott inquired on the new County Health Insurance plan.

Both clerks Michelle Rausch and Gary Wallace are on the wellness committee, so they reported that it appears the County will be able to participate in the scorecard program and this will keep insurance rates down for

participants however, if a County employee does not want to be a part of the scorecard program they can opt out but their rates will go up.

>Director Birchfield reported that the Primary Election went very well other than the numerous paper jams with the VVPAT paper rolls used to print out the paper trail from the DREs.

New Business:

>Director Birchfield presented Alison Boggs petition to the Board for certification. Alison Boggs circulated a petition to run as an Independent candidate for County Prosecutor in the 2012 General Election. Allison Boggs collected 196 signatures on her petition, she needed 179 acceptable signatures and after the staff verified her signatures she had 180 acceptable signatures. The Board certified Alison Boggs petition.

>ES&S paper

Due to the paper jams with the VVPAT paper on Election Day Director Birchfield contacted Jerry Amick of ES&S asking if ES&S would trade the new paper we bought from them with the old paper we used previously, also she asked if we would get reimbursed for the price difference since the old paper is \$3.00 less per roll. Jerry replied that ES&S would swamp the new paper we have for the old stock and the Union County Board of Elections will need to pay the freight charge. Also, ES&S will not reimburse the Board any payment because Jerry feels the issue with the paper jams was due to operator error. He said other counties have made the claim that the new paper causes jams. According to Mr. Amick ES&S has done great testing on the new paper without any jams and find the paper to be high quality.

The Board asked Director Birchfield to contact the counties that had issues with the new VVAPT NB paper to see how the issue was handled with their county.

>Audit

The Board instructed the Director and Deputy Director to begin the mandated audit after the close of the Board meeting. Upon completion of the audit, the Board members are to be notified and they will come in to review and sign the final audit reports.

Attest:



Bill McCarty, Deputy Director

Chairman:



Robert W. Parrott, Chairman

bm/ab

Union County Board of Elections met on May 1, 2012. Those present were Robert W. Parrott, Chairman; David R. Moots, Board Member; Dean E. Cook, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; and Bill McCarty, Deputy Director.

Chairman Parrott called the meeting to order at 1:00 p.m.

Approvals:

>Motion to approve the April 3, 2012 minutes. Motion passed unanimously

>Authorized payments of purchase orders

>Campaign finance reports reviewed and signed by the Board

Old Business:

>Director Birchfield gave an update from the April meeting regarding the ES&S paper.

***At the April meeting the Board instructed Director Birchfield to call a few other ES&S counties to see if they experienced any paper jams or similar issues with the high humidity paper from ES&S. Director Birchfield contacted Franklin, Delaware and Lake Counties, All of which had or did experience paper issues. Franklin County no longer uses ES&S paper due to the dissatisfaction of the paper. However Delaware and Lake continue to use the ES&S paper and did also have to return the high humidity paper and exchange it for the old paper. ES&S did an even swap of the paper and paid the freight charge for Delaware County. For Lake County not only did ES&S pay the freight charge, they reimbursed them additional paper to compensate for monies lost. Director Birchfield asked Mr. Amick if the Union County Board of Elections could receive**

the same reimbursement as Lake county and he agreed to replace our 868 rolls of the high humidity paper for 1000 rolls of the old paper and also ES&S will pay for the freight.

>The Sheriffs Election night duty officer

****Deputy Director McCarty spoke with Sherriff Patton regarding the fact that the Board did not agree to pay the back room Officer on Election night. Sheriff Patton understood and agreed to pay the Officer out of his budget.***

>Primary 2012 Audit

**** There were 6 of the 21 V-PAT tapes that were unreadable due to paper jams. According to directive 2008-34 the staff with approval from the Board, is permitted to upload reports from the flash cards for the Audit. This process worked out great. The Audit was a success.***

New Business:

>Commissioners Monthly Meeting


****As of the first quarter in 2012, Sales tax is up by 8% compared to 2011. Due to the fact that a company not disburse funds timely.***

>The DRE preventative maintenance batteries are on order.

>Summer conference,

***There will only be regional Secretary of State summer conferences this year. The staff is planning to attend the June 28, 2012 conference in Lima, Ohio**

Attest:



Bill McCarty, Deputy Director

Chairman:



Robert W. Parrott, Chairman

bm/ab

Union County Board of Elections met on June 5, 2012. Those present were Robert W. Parrott, Chairman; David R. Moots, Board Member; Dean E. Cook, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director: and Bill McCarty, Deputy Director.

Chairman Parrott called the meeting to order at 1:00 p.m.

Approvals:

>Motion to approve the May 1, 2012 minutes. Motion passed unanimously

>Authorized payments of purchase orders

Old Business:

>Summer conference will be held in Lima, Ohio this year. The staff will be attending on June 14, 2012. Connie Sabins will be covering the office from 8:30 to 4:00pm.

>The internet switch from the employees lap tops to the PCs took place on the week of May 29, 2012. Everything is working out good.

>ES&S maintenance is scheduled for June 18, 2012. ES&S instructed the Director and Dep. Director to burn 22 pebs, 22 flashes, 10 clear and test pebs and to create a single issue election for them to test. Mr. Steele suggested we use the Mock Election that we have already created. Mr. Steele pointed out that an Election with more than one issue would make more sense to test as far as calibration.

Chairman Parrott asked Director Birchfield to call ES&S and ask them if there is any reason why we couldn't use the Mock Election. Director Birchfield is to report to the Board if using the Mock Election is not feasible.

New Business:

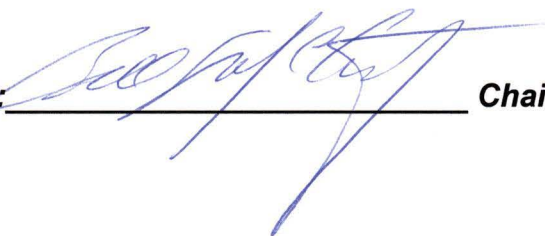
>Commissioners adopted the wellness program. The policy will be emailed to all department heads next week.

>Director Birchfield and Deputy Director McCarty asked the Board if they could direct the 5 Buckeye Valley voters to Delaware County to vote for the Income tax and Bond levy for Buckeye Valley school district. Mr. Steele made a motion to allow the Buckeye Valley voters to vote in a Delaware County Precinct. Seconded by Mr. Cook. Motion passed unanimously.

>Chairman Parrott informed the Board that he received an e-mail from Dave Thornton, Liberty TWP Trustee. Mr. Thornton said that a poll worker made a derogatory political comment to a voter. The voter was very upset. Chairman Parrott mentioned that we really need to point out in training that this is unacceptable. Mr. Moots commented this was most likely in fun but he would also like this to be reiterated in training as well. Chairman Parrott said he told Mr. Thornton we need to have complaints in writing and unless we get it in writing we really can't follow up at this point. Director Birchfield said she will address this in training.

Chairman Parrott closed the meeting at 1:40 pm

Attest:



Bill McCarty, Deputy Director

Chairman:



Robert W. Parrott, Chairman

bm/ab

Union County Board of Elections met on July 10, 2012. Those present were Robert W. Parrott, Chairman; David R. Moots, Board Member; Dean E. Cook, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; Bill McCarty, Deputy Director and a Secretary of State Representative, Stewart Kitchen.

Chairman Parrott called the meeting to order at 9:00 a.m.

Approvals:

>Motion to approve the June 5, 2012 minutes. Motion passed unanimously

>Authorized payments of purchase orders.

>Campaign Finance reports reviewed and signed by the Board.

Old Business:

Delaware County August Special.

On August 7, 2012 the Union County Board of Elections will be redirecting 5 voters that live in the Buckeye Valley School District to a precinct in Delaware County. Delaware County Board of Elections has already approved of this temporary reassignment. A letter of explanation of the temporary poll change as well as an absentee ballot request will be sent to each of the 5 voters.

The Board asked Mr. Kitchen the required hours of operation and staffing of our office on August 7, 2012 considering the 5 voters will be reassigned to Delaware County. The Board's concern was how we handle any provisional voters. Mr. Kitchen will send Director Birchfield an e-mail as to the proper process.

Maintenance on DRE'S

The maintenance on 223 DRE's is complete, 223 batteries on the mother board were replaced, along with a number of hinges and locks.

Summer Regional Conference

Director Birchfield and Deputy Director McCarty reported the conference was very informative. The staff felt the one day conference was to the point and they benefitted from this conference quite a bit.

New Business:

November 6, 2012 filings

The November 6, 2012 General Election filing deadline is August 8, 2012 at 4:00pm. The filings the Union County Board Election have received at this point are as follows:

- 1) Marysville 7- Local Liquor Option**
- 2) Taylor TWP- Fire and Public safety, additional**
- 3) Village of Milford Center-General Municipal operations, increase from one to one and one-half percent, increase**

2012 Administrative Plan.

The Board reviewed and signed. Mr. Moots made mention that if at any time the Board would like to make revisions to the Admin Plan, He wanted to make certain this is permissible. The Board was in agreement.

ES&S Contract

Director Birchfield presented an email from ES&S stating that ES&S' hardware maintenance prices will be escalating 5% a year. ES&S recommends we enter into a multiyear contract. Director Birchfield was instructed to contact Dan Sebesta regarding independent hardware maintenance. This was tabled until the next meeting on August 13, 2012 at 9:00 am.

News Release

The Secretary of State requested that all Boards of Elections put a news release in our local paper regarding the statewide mailing of absentee ballot request and also the push for voters to updates to their records or residents to get registered by July 31, 2012.

Attest:

A handwritten signature in blue ink, appearing to read "Bill McCarty", written over a horizontal line.

Bill McCarty, Deputy Director

Chairman:

A handwritten signature in blue ink, appearing to read "Robert W. Parrott", written over a horizontal line.

Robert W. Parrott, Chairman

bm/ab

Union County Board of Elections met on August 13, 2012. Those present were Robert W. Parrott, Chairman; David R. Moots, Board Member; Dean E. Cook, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; and Bill McCarty, Deputy Director.

Chairman Parrott called the meeting to order at 9:00 a.m.

Approvals:

>Motion to approve the July 10, 2012 minutes. Motion passed unanimously.

>Authorized payments of purchase orders.

>Campaign Finance reports reviewed and signed by the Board.

Old Business:

Delaware County August Special

3 of the 5 Union County voters registered in Buckeye Valley school district voted in the Special Election. The Delaware County Board of Elections will forward our signature and poll lists after their official canvass.

ES&S

Director Birchfield contacted Dan Shebesta, an Independent contractor to see if he would quote us a price on conducting our yearly preventative maintenance. He said he is locked into a contract with ES&S, which prevents him from doing such work for any of the Boards of Elections. Director Birchfield asked if the Board could make a decision on whether or not they want to lock into a 3 or 5 year contract with ES&S. The Board asked the Director to contact Jerry Amick to see if he would be available to attend our September meeting to discuss the contract details.

New Business:

Commissioners Meeting

The Departments are to start working on their budgets and at the September meeting will find out details on due date. The Commissioners County budget needs to be turned into the State by March of 2013.

Filings for the November 6, 2012 Ballot

- 1. Union County-renewal of one-quarter of one percent in sales tax.*
- 2. Village of Milford Center-increase of an existing one percent tax on income to a rate of one and one-half percent.*
- 3. Village of Richwood-increase of an existing one percent tax to a rate of 2 percent on income.*

4. Village of Richwood- a replacement of a portion of an existing levy, being a reduction of 1 mill for a rate not exceeding 3 mills for current operating expenses.

5. Village of Unionville Center-a renewal of 2.95 mills for operating expenses.

6. Claibourne TWP-purchase of electrical aggregation.

7. Leesburg TWP-a replacement of 3 mills with an increase of 1 mill not exceeding 4 mills for fire protection and EMS.

8. Taylor TWP-an additional 5.75 mills for fire protection, EMS, and safety services.

9. York TWP-a renewal of 1 mill for current operating expenses.

10. Marysville School District-an additional 4 mills for the benefit of Marysville Exempted Village School District.

11. Marysville 7 Precinct-Local Liquor Option for Sunday sales.(Kroger)

12. Dublin City Schools-additional property tax of 6.4 mills and a bond issue. (Over lap)

13. Tri-Rivers JVS-an additional 0.5 mill for the benefit of Tri River Joint Vocational School District. (Over lap)

14. Village of Plain City-an additional one-half of one percent levy on income. (Over lap)

Alison Boggs

Chairman Parrott made a motion to certify Alison Boggs as a nonparty candidate for County Prosecutor to the November 6, 2012 ballot. Seconded by Mr. Steele. Motion passed unanimously

New Beginnings and Paris TWP. (new Location?)

The Director and Deputy visited the Marysville Middle School. Due to the fact that the Library is currently vacant and will be for many years to come (according to, Steve Ader the Operations Manager for the Marysville EVSD) they suggested we move our Marysville 5-6-7-8 Precincts from the New Beginnings Church, as well as Paris 1 and Paris 2 precincts from the Union County Ag Center into this location at the Marysville Middle School and make this one of our new Polling locations. Mr. Moots made a motion to move Marysville 5-6-7-8 and Paris 1 and 2 to the Marysville Middle School and make it a new polling location. Motion seconded by Bill Steele. Motion passed unanimously.



Election Night Reporting

The Director proposed a new Election night reporting software to the Board members. They were not interested at this time.

Audit Machine

The Director and Deputy presented an audit machine to the Board for purchase. The audit machine (Accu View) could help us with the mandatory audits that the Board must perform after each Federal Election. The Board asked the Director or Deputy Director to do some comparison shopping and report back with the information at the next Board meeting.

Chairman Parrott closed the meeting at 10:15 am

Attest:  Chairman: 

Bill McCarty, Deputy Director

Robert W. Parrott, Chairman

bm/ab

Union County Board of Elections met on September 4, 2012. Those present were Robert W. Parrott, Chairman; David R. Moots, Board Member; Dean E. Cook, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; Bill McCarty, Deputy Director.

Chairman Parrott called the meeting to order at 9:00 a.m.

Approvals:

>Motion to approve the August 7, 2012 minutes. Motion passed unanimously.

>Authorized payment for purpose order.

Old Business:

Audit Machine:

At the last month's Board meeting an audit machine (Acu-View) was introduced to the Board for review for possible purchase. The company Acu-View is owned by Jeff Frisch who works for the County. The Deputy Director was asked to do some comparison price shopping and see what other audit machines are available on the market. Deputy Director McCarty could not find any other audit machines for comparison.

Mr. Cook asked the Deputy to contact the Prosecutor to see if there would be any conflict of interest in purchasing the Acu-View from Mr. Frisch due to the fact that he is a county employee. Mr. Cook also wanted the Deputy to ask if Mr. Frisch would be will to come down on the price of the Acu-View.

Mr. Steele also said that he could make 2 audit machines for the Board to review at our next Board meeting. The discussion of the audit machine will be tabled until the next Board meeting Oct 2, 2012.

ES&S Contract:

The Board felt it necessary to contact Craig from ES&S by conference call with questions regarding the contract renewal. Chairman Parrott asked Craig if we decided to lock in at the current rate for 3 years would it be possible for our Board to have the option to extend the contract to 5 years at the end of the third year at the current rate. Craig from ES&S said that would be fine and he would be able to put that in the new contract. Once the Board receives and reviews the new contract they will make a decision. The ES&S contract will be tabled until the next Board meeting Oct 2, 2012.

New Polling location:

The New Beginnings Church (precincts 5-6-7-8) and The Union County Ag Center (precincts Paris 1 and Paris 2) have permanently been moved to the Marysville Middle school building at 833 North Maple Street. The voting will take place in the Library located at Entrance C.

New Business:

Commissioners meeting:

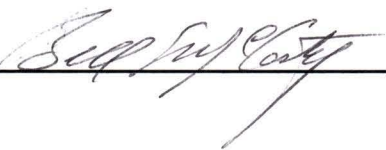
According to the Union County Commissioners all the County departments are to base their 2013 budgets on their 2012 budget.

Chairman Parrott made mention that he believes that all departments will be required to participate in the job position analysis reporting. Deputy McCarty stated that the Commissioners said in the staff meeting that if a department is ran by a Board, the department does not have to participate.

November 6, 2012 General Election:

As of today we have received 288 absentee ballot requests, poll worker cards have been sent out, ADA site visits have been completed, The poll worker training dates are scheduled for the weeks of October 22, 2012 and October 29, 2012.

Attest:



Chairman:



Bill McCarty, Deputy Director

Robert W. Parrott, Chairman

bm/ab

Union County Board of Elections met on, October 2, 2012. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; Bill McCarty, Deputy Director and Stewart Kitchen, SOS representative.

Chairman Parrott called the meeting to order at 1:00 p.m.

Approvals:

>Motion to approve the September 4, 2012 minutes. Motion passed unanimously

>Authorized payments of purchase orders.

**Mr. Moots made a motion to approve the Boards signatures to be stamped on all future purchase orders for Shred Direct as long as the payment does not exceed more than \$150.00. Mr. Cook seconded the motion. Motion passed unanimously.*

**Chairman Parrott reminded the Director and Deputy Director that the deadline for Bills to be taken to the Auditor's office is December 12, 2012*

>Campaign Finance reports reviewed and signed by the Board.

>Poll worker lists were reviewed by the Board.

The Board asked both the Director and Deputy Director to email an updated list closer to the Election.

>DRE Assignments were reviewed and signed by the Board.

Old Business:

>Classification and Compensation plan,

County Classification and Compensation forms are completed and submitted to the Union County Commissioners for review. The Commissioners hired an outside agency to analyze the completed Classification and compensation forms. An interview with the Director and Deputy Director regarding the information provided will be set at a later date.

>Audit Machine, introduced by Jeff Frisch

The Board decided not to purchase the audit machine made by Jeff Frisch's organization. Mr. Steele also made 2 manual audit devices for the staff to use for any future audits. Mr. Steele said he used scrap wood and supplies that he had on hand at his home.

>ES&S Contract

The Board received the ES&S contract for maintenance on hardware and software. The contract states that we are locked in at the 2012 pricing for 3 years and if at any time within the 3 year period the Board decides to lock in at 5 years (extending 2 more years) the Board may do so. Mr. Cook made a motion that the contract needs to be looked over by the Prosecutor and if the Prosecutor approves the contract, the contract will be approved by the Board. Mr. Moots seconded the motion. Motion passed unanimously.

>Website review,

The Board requested the Director to find out if it would be possible to post immediate information to our website. Example; power outages on Election Day, or issues needing quick postings. Could Triad make a portal for us to have an instant response?

Chairman Parrott asked how efficiently the staff has been answering the public records request. Chairman Parrott asked if the staff directs public records request to our website and if most of the requested information can be found there. Director Birchfield pointed out that a lot of information can be gathered from our website but quite a few requests require specific reports available from our VR system. Also Director Birchfield pointed out that we routinely meet the 48 hours turnaround time on public records request.

New Business:

Notification cards

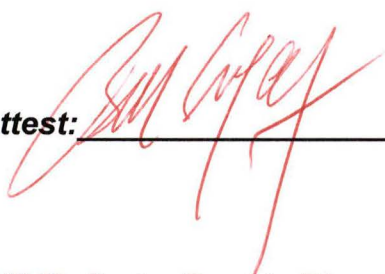
The staff has sent out 4800 polling place change cards to voters whom polling location has changed due to moving Marysville 5-6-7-8 and Paris 1&2 precincts to the old Marysville middle school.

November Election-Absentee voting,

Absentee voting began today. As of noon today there have been 70 absentee voters in to vote on the ivotronic voting machines and we have mailed out 2,950 ballots. The part-time staff has begun working for us and will continue until the Election books are balanced.

Chairman Parrott closed the Meeting at 2:00pm

Attest:



Bill McCarty, Deputy Director

Chairman:



Robert Parrott, Chairman

Union County Board of Elections met on November 6, 2012 for the General Election. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; Bill McCarty, Deputy Director; Michelle Rausch, Clerk and Gary Wallace, Clerk

Chairman Parrott called the meeting to order at 6:30 a.m.

Approvals:

>Authorized payment of purchase orders.

Board ruling on Absentee ballots Board decisions:

(SEE ATTACHED LISTS)

No signature on envelope: 3 voters

Mr. Cook made a motion to allow the voters 10 days to come in and complete their ID envelope. Seconded by Mr. Moots. Motion passed unanimously

No ID on envelope: 4 voters

Mr. Moots made a motion to allow the voters 10 days to come in and complete their ID envelope. Seconded by Mr. Cook. Motion passed unanimously

Blank ID envelope: 1 voter

Mr. Moots made a motion to allow the voters 10 days to come in and complete their ID envelope. Seconded by Mr. Cook. Motion passed unanimously

No ID envelope: 6 voters

Mr. Steele made a motion to reject the 6 voters with missing ID envelopes. Seconded by Mr. Cook. Motion passed unanimously

ID doesn't match VR system records: 7 voters

Mr. Moots made a motion to allow the voters 10 days to come in and correct their ID envelope. Seconded by Mr. Cook. Motion passed unanimously

No stub attached to returned ballot: 7 voters

Mr. Moots made a motion to reject the 7 voters with missing stub on their returned ballots. Seconded by Mr. Cook. Motion passed unanimously

Address changed on returned ID envelope: 1 voter

Mr. Steele made a motion to allow the voter 10 days to come in and complete a proper change of address. Seconded by Mr. Cook. Motion passed unanimously

Voter needing assistance, in question on whom voted the ballot: 1 voter

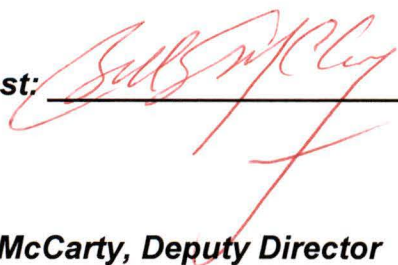
The Board recommended turning this voter information over to the Prosecutor and bring the recommendations from the Prosecutor to the Official Canvass. A decision will be made at the Official Canvass.

Chairman Parrott adjourned our meeting at 7:30 a.m., we are to reconvene at 6:30 p.m. to complete our Unofficial Canvass.

At 7:30 pm, with all the Absentee ballots ran through the 650, Gary Wallace and Michelle Rausch made a disk for tabulation for the Director and Deputy Director. The Director and Deputy Director tabulated the paper ballots. The first precinct came in at 9:10 and the final precinct came in at 10:15. With all Absentee paper ballots, Absentee flash cards, Election Day PEB's tabulated, and all total votes transmitted to the SOS, we finished the Unofficial Canvass at 11:15 pm.

Chairman Parrott closed the meeting at 11:15p.m.

Attest:



Bill McCarty, Deputy Director

Chairman:



Robert W. Parrott, Chairman

Union County Board of Elections met on November 19, 2012 for the 2012 General Election Official Canvass. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; Bill McCarty, Deputy Director; Michelle Rausch, Clerk; Gary Wallace, Clerk

Chairman Parrott called the meeting to order at 9:00a.m.

The Board began the meeting with the review of the Board decision Provisional and Absentee ballots. (See attached lists)

There were a total of 658 provisional ballots all of which were inspected by both parties. The Director and Deputy Director recommended that the Board accept 564 ballots that have been verified to be valid. Mr. Steele made a motion to accept the 564 ballots that the staff verified in teams of one Democrat and one Republican. The motion was seconded by Mr. Cook. Motion passed.

There are 94 Provisional ballots that the Board needs to rule on.

91 voters not registered in the State. Mr. Cook made a motion to not accept the 91 not registered voters. Seconded by Mr. Steele. Motion passed

1 voter had a missing signature on the front side of the envelope but did sign on the back. Mr. Steele made a motion to accept the provisional ballot with the missing signature on the front due to the fact the voter signed on the backside of the envelope. Mr. Cook seconded the motion. Motion passed unanimously.

2 voters voted in the wrong precinct one voter lives in York precinct and the other voter lives in Delaware County. Mr. Steele made a motion to remake the ballots and mark the candidates or issues that would have been on their proper ballots. (The voter from Delaware, a former Union County resident only received a federal ballot) Mr. Cook seconded the motion. The motion passed unanimously.

There are a total of 42 Absentee ballots that the Board needs to rule on.

5 voters came in and corrected their ID envelope after we mailed letters to them per direction of the Board from the Unofficial. Mr. Steele made a motion to accept the 5 corrected ballots. Mr. Cook seconded the motion. The Motion passed unanimously.

15 voters did not respond from letters sent to them requesting them to come in within 10 days and correct their ID envelopes. Mr. Cook made a motion to reject the 15 ballots that the ID envelopes had missing information and the voters did not come in to correct them. Mr. Steele seconded the motion. The motion passed unanimously.

2 Absentee ballots were received without a postmark on the envelope. Mr. Cook made a motion to reject the 2 ballots without a postmark. Mr. Steele seconded the motion. The motion passed unanimously.

19 Absentee ballots were received after November 16, 2012, the 10 day deadline. Mr. Steele made a motion to reject the 19 ballots that were received late. Mr. Cook seconded the motion. The motion passed unanimously.

The voter who was in question regarding if someone voted his ballot for him. Mr. Steele made a motion to reject his ballot due to the fact that one of our staff members did see the person the voter brought with him completing his ballot. Mr. Cook seconded the motion. The motion passed

With the additional Absentee paper ballots, Provisional ballots, flashes and PEB's all tabulated and everything balanced the Official Canvass was complete.

Mr. Cook moved to go into Executive session to discuss employee matters. Seconded by Mr. Steele. Motion passed, Calling of the Roll, Mr. Cook-yea, Mr. Steele-yea, Mr. Moots-yea, Chairman Parrott-yea. After discussion, Mr. Cook made a motion to leave the Executive session. Seconded by Mr. Steele. Motion passed unanimously.

Chairman Parrott closed the Meeting at 11:00p.m.

Attest:



Bill McCarty, Deputy Director

Chairman:



Robert W. Parrott, Chairman

Bm/ab

Union County Board of Elections met on December 04, 2012 for the regularly scheduled Board meeting as well as the mandated audit performed after every Federal Election. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; and Bill McCarty, Deputy Director.

Chairman Parrott called the meeting to order at 1:00 p.m.

Approvals:

>Motion to approve the October 2, 2012, November 6, 2012 and November 19, 2012 Minutes. Motion passed unanimously

>Authorized payments of purchase orders.

The Director brought the International Computer workers invoice to the Board. This is the company that supports the software for our mapping system. ICW used to work directly with Triad and they have now split from them. We are to deal directly with ICW regarding our mapping system. They are charging the Board \$1900.00 yearly for this service. Director Birchfield and Deputy Director McCarty feel that we could get the same service at a lower rate from the county mapping department. (The Auditor and Engineers office). The Board would like the Director to talk to the ICW as well as the county mapping department and ask details on pricing and service for us. The ICW invoice was not authorized and was tabled until the next meeting.

>Campaign Finance reports reviewed and signed by the Board.

Old Business:

Classification and Compensation plan,

The information submitted from the staff on our job positions was returned to us for any clarifications and or additions. The Final meeting with the Commissioners regarding the classification and compensation plan could be as late as March 2013.

New Website,

The Board gave permission for Triad to update the new website. The website is the same outline as the Logan County Board of Elections website.

2012 General Election,

Director Birchfield reported that the Election went extremely well and that all official forms are complete and sent to the Secretary of State's office.

Director Birchfield also reported that she is planning on a visit to Delaware County to have a meeting with Director Herron. The two of them are going to go over the new process on alphabetizing the poll books, signatures books as well as the check in tables. Director Birchfield is also going to speak with Triad on their new software upgrade regarding scanning, balancing of the books and voter history process.

2013 OAEO winter conference,

The conference is being held on January 8, 2012 through January 11, 2012. Attendees from Union County will be; Ameena Birchfield , Bill McCarty, Michelle Rausch, Chairman Parrott, and Board member Dean Cook.

New Business:

January 2013 meeting scheduled for January 8, 2012 at 1:00 p.m.

Capital Improvement plan,

The Director and Deputy Director are to supply the Union County Commissioners our projected 5 to 10 year Capital improvement plan. This plan is to be in as soon as possible. Once the Commissioners receive all the plans from the other offices, they will be in contact with us to discuss this information provided.

Post Election Audit,

The Audit began at 8:00 a.m. on December 4, 2012. Chairman Parrott and Board Member Moots came in to randomly choose the machines to be audited by each of them picking 10 flash cards out of a clear container which held all the flash cards that had been used during the 2012 General Election. The staff began the audit and the Board meeting was to begin at 1:00pm. The audit was completed on December 5, 2012. All votes balanced to the 2012 Official Election.

Chairman Parrott closed the Meeting at 1:45 p.m.

Attest:



Chairman:



Bill McCarty, Deputy Director

Robert W. Parrott, Chairman

Bm/ab

Union County Board of Elections met on January 4, 2013. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; and Bill McCarty, Deputy Director.

Chairman Parrott called the meeting to order at 1:00 p.m.

Approvals:

>Motion to approve the December 4, 2012 minutes. Motion passed unanimously

>Authorized payments of purchase orders.

>Campaign Finance reports reviewed and signed by the Board

Old Business:

Commissioners meeting

A meeting will be held with all department heads in February on their department budget. The Commissioners office will inform us our appointment time within the next couple weeks. The Department head is to send a temporary budget to the Commissioners by February 7.

New Website

Our new website is complete. The Director and Deputy suggested the Board take a look to see if they approve.

Visit to Delaware County February Special Election

Director Birchfield and Deputy Director McCarty will be visiting a couple precincts on Feb 5, 2013 to observe their new alphabetical setup at the polls. Director Birchfield will report on their visit at the February Board meeting.

New Business:

Mapping

A meeting is set up with the County mapping department and the Director and Deputy Director. The meeting is scheduled for Jan 25, 2013. The discussion will be whether or not the County can update and maintain our precinct mapping system. Otherwise the Board needs to decide if ICW continues to maintain our mapping. There will be a report on this at our next Board meeting in February.

Mr. Cook moved to go into Executive session to discuss employee matters. Seconded by Mr. Steele. Motion passed, calling of the Roll, Mr. Cook-yea, Mr. Moots-yea, Mr. Steele-yea and Chairman Parrott-yea. After discussion, Mr. Cook made a motion to leave the Executive session. Seconded by Mr. Steele. Motion passed unanimously

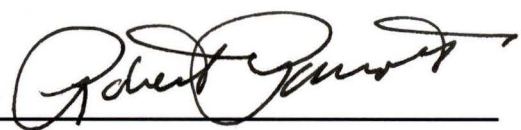
Chairman Parrott closed the Meeting at 2:25pm

Attest:



Bill McCarty, Deputy Director

Chairman:



Robert W. Parrott, Chairman

Bm/ab

Union County Board of Elections met on February 12, 2013. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; Bill McCarty, Deputy Director; Gary Wallace, Clerk; Michelle Rausch, Clerk; and Mark Radke, sales manager with ES&S.

Chairman Parrott called the meeting to order at 1:00 p.m.

Approvals:

>Motion to approve January 8, 2012 minutes. Motion passed unanimously

>Authorized payments of purchase orders

>Campaign Finance reports reviewed and signed by the Board

Old Business:

Commissioners meeting

***At the monthly Commissioners meeting an estimated Capital planning worksheet was presented. The Union County Board of Elections office is on the worksheet for a plan to move our office to the old U-Co Building (located at the 5-points plaza). The Health Dept would then occupy our current space. The renovations for both the Board of Elections and the Health Dept are estimated to be \$700,000. The move is tentatively scheduled for years 2014-2015. There will be further updates coming.**

***Director Birchfield, Deputy Director McCarty, Chairman Parrott and Mr. Cook attended the Budget meeting with the Commissioners on the morning of February 12, 2013. The meeting went well; it appeared that the Commissioners will be lowering our advertising and printing amount from \$3500 to \$2500. We discussed the new equipment purchases; the 5 work stations, a new copier and also new electronic poll books. Director Birchfield told them she would get them further information regarding the equipment we would like to purchase. The Commissioners will let us know when our final budget for 2013 is approved.**

Mapping System

The Union County IT Department (The Auditor's office) said there would be no charge to us to have them update and maintain the precinct mapping system for our Department. Mr. Moots requested Wade Bradstitter to attend our next staff meeting so we all could discuss the process that would take place with the County IT's involvement. Currently our office gets maintenance

From ICW at a fee of \$1900.00 yearly. This will be tabled until Mr. Bradstitter can attend a Board meeting regarding this matter.

County Compensation plan

All the meetings are complete with the Clemens Nelson group. The Commissioners will inform us when our meeting regarding the job descriptions/wage analysis is scheduled.

New Business:

Electronic Poll Book Demo

Mr. Radke of ES&S demonstrated their electronic poll book to our Board. He provided us with benefits such as; address lists, 4 part list postings, reduced provisionals, absentee tracking, auto printing of the authority to vote slips, and elimination of the poll book. Chairman Parrott asked Director Birchfield to contact Jerry Amick from ES&S to see if he would allow us to use the E-Poll Books on a trial for the May 2013 Special Election. The Director is to report on this at the next Board meeting.

Supreme Court Ruling on Delaware County's late filing.

In light of the Ruling in Delaware County regarding a filing past the filing deadline time, our Chairman, Robert Parrott recommended that the Director and Deputy Director put together a policy and present this to the Board to approve or modify at the next meeting.

Board Certified the filings to the May Special Election

- 1. Liberty TWP, fire protection replacement***
- 2. Taylor TWP, fire and police protection additional***
- 3. Marysville Exempted Village School District, Current Expenses renewal***
- 4. Village of Richwood, Operating Expenses additional***
- 5. (Over lapping county) Ben Logan Local school district additional***

Mr. Steele made a motion to accept the filing and to certify them to the ballot for the May 2013 Special. Mr. Cook seconded the motion. The motion passed unanimously.

Triad work stations

Director Birchfield submitted the estimate from Triad on the 5 work stations. Triad had a proposal for a lease or a purchase option. This is tabled until we get our final budget from the Commissioners.

ABS Ballot folder

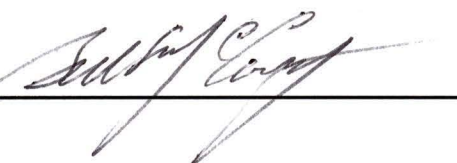
The Director introduced a new ballot folder that she feels would greatly benefit the staff at election time. The cost of the ballot folder is \$3500. The Board asked the Director or Deputy Director to bring estimates of a comparable folder to the next meeting.

ES&S 10 day service contract for 2013 and 2014

ES&S is offering a 10 day service allotment. The services days are the programming days or as ES&S calls them, the project management days. The contract would be a fee of \$14500.00. (\$1450.00 a day) if we do not enter into the contract each project management day will be at a fee of \$1575 a day. The Director and Deputy Direct anticipate that we will not need 10 service days and feel it is more cost effective to not enter into this contract. The Board agreed

Chairman Parrott closed the Meeting at 2:45

Attest:



Chairman:



Bill McCarty, Deputy Director

Robert W. Parrott, Chairman

Union County Board of Elections met on March 5, 2013. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; Bill McCarty, Deputy Director; Gary Wallace, Clerk; Michelle Rausch, Clerk and Wade Branstiter of the Union County Auditor's mapping department

Chairman Parrott called the meeting to order at 1:00 p.m.

Approvals:

>Motion to approve the February 12, 2013 minutes. Motion passed unanimously

>Authorized payments of purchase orders

>Campaign finance reports reviewed

The Board asked the Director to have the UCDP treasurer to come in and amend the annual campaign finance report that was filed.

Old Business:

>Mapping system

The mapping system was tabled from the last meeting; The Board is deciding if we should stay with ICW or begin having the County maintain our updates to our mapping system. Mr. Branstiter from the Auditor's office came to our meeting to inform us on how the County would be able to maintain our updates on our mapping system. Chairman Parrott informed him of the precinct boundaries, liquor options, and street maintenance etc. Mr. Moots had concerns with our Board losing control of the maintenance. Mr. Branstiter pointed out that if we would have any updates/edits we would inform him via email and he would make the changes at his shop and put them on a flash and bring them to our office and upload the changes. Mr. Branstiter said we could go in one of two directions. 1) Add our mapping computer to their domain (county) or 2) update via a flash. The Auditor's office will not charge us for this service however; ICW is charging us a fee of \$1900.00 yearly. The only charge from the Auditor would be if we upgrade the software. Mr. Moots asked Director Birchfield to check with the Secretary of State to see if we have any requirements or restrictions on our mapping system. Mr. Steele commented that basically we are giving any updates or edits to the County and the data stays here. Chairman Parrott asked that the mapping system will be on the agenda for next month's meeting.

>Commissioners meeting

The Sherriff's dept is overseeing an ethics policy meeting and will be sending out an email on the training.

The Prosecutor is holding a public records training in Dec. An e-mail will sent out soon.

>Budget

Our final budget meeting is scheduled for the March 19, 2013 at 9:00am. They will be discussing final salaries and any changes we have from the temporary budget submitted. Mr. Cook told Director Birchfield to have a detailed breakdown of our expenses prepared for the Commissioners meeting and send this information to the Board prior to the Commissioners meeting.

>Board Policy on filings

As Directed from the Board at our last Board meeting; Deputy Director McCarty was to inquire if any counties had set a policy on filing deadlines. Deputy Director reported that the OAEO recommended holding off on forming a policy on filing deadlines. According to the OAEO, the Ohio Secretary of State maybe forming a uniformed policy for all Board of Elections. Chairman Parrott asked the Director to contact the Secretary of State regarding the Board policy on filing deadline. Mr. Moots asked Chairman Parrott if he could write up a Board policy. Chairman Parrott said he would write a policy regarding late and emailed filings. The policy will be discussed at the next Board meeting. Mr. Moots said if the State comes up with a unified policy the Board will discuss that at that point.

>New Copier

The Purchase price of the new Gordon Flesch copier is \$8459.00. This will be discussed in more detail when we receive the final budget from the Commissioners.

>Letter folder

Deputy Director McCarty was instructed to search different prices and styles of letter folders to compare to the ballot folder that ABS is selling. Mr. Steele inquired about the labor cost saving to justify the purchase of the new ballot folder. Dep. Director McCarty said that the point of the ballot folder is in the folding. If the ballots were folded with a complete press by the ballot folder this would hopefully ensure that the voters would put the folds back the way the ballot came to them and would save on issues when we are sending the ballots through the tabulator. Hopefully we would save on remakes on Election night. The Dep. Director found 2 letter folders that could handle a ballot up to 18 inches. The cost comparison was similar. The letter folder was tabled until the next scheduled Board meeting.

>Electronic poll books

Director Birchfield reported that at February's Board meeting she was instructed to contact Jerry Amick of ES&S regarding a trial of enough electronic poll books for the Special Election in one polling location. As of this date, we have not had a response to our request.

New Business:

>May Special Election

Director Birchfield reported that she and Dep. Director McCarty have completed the first draft of the Special Election ballots. Kyle from ES&S will be in to make sure paper ballots are ready and to assist us in programming the Ivotronic ballots, L&A etc. The Director also pointed out that we are not having a vendor in on Election Day to help us tabulate. Also that 28 precincts are involved in this Election. We have 12 polling locations involved but with the minimal amount of registered voters involved in Leesburg, Millcreek, Washington and York TWP's we were planning on combining these precincts to save the County money. We intend on sending Leesburg to Dover, Millcreek to Dover, Washington to Liberty and York to Liberty. We will send out poll change cards a few weeks before the Election.

>Clemons & Nelson report

Director Birchfield reported that the Clemons and Nelson report was completed and turned into the Commissioners. The Director reported she felt that the Director and Deputy Director's ranking looked fair but felt that the Clerks didn't rank as high as they should of. Chairman Parrott pointed out that the Board is supposed to sign off on the plan and rankings that the Clemons and Nelson group came up with. All the county departments have signed off on the Clemons & Nelson report except our office and the Records office. Chairman Parrott said he feels that our Clerk's can step into the Director and Deputy Director's positions when need be and feels they deserve a higher ranking. Chairman Parrott spoke with Commissioner Gary Lee and would like to hold a desk audit to discuss the Clerk's ranking. The Desk Audit will be put on our agenda for the April meeting.

Mr. Moots moved to go into Executive session to discuss employee salaries. Seconded by Mr. Cook. Motion passed, calling of the roll, Mr. Cook-yea, Mr. Steele-yea, Mr. Moots-yea and Chairman Parrott-yea.

The Board opened the meeting back up out of executive session.

Mr. Cook made a motion to increases the Clerks to \$40,000.00 and the Director and Dep. Director to \$53,000.00 and would make the increase retroactive to January 1, 2013. Mr. Steele seconded the motion. Motion passed unanimously.

Mr. Steele made a motion to modify the Clerks title and the ranking the Clerk's received from Clemons & Nelson. Mr. Cook seconded the motion. Motion passed unanimously.

Chairman Parrott closed the Meeting at 3:00pm

Attest:



Chairman:



Bill McCarty, Deputy Director

Robert W. Parrott, Chairman

Union County Board of Elections met on March 15, 2013 for a Special meeting. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; Bill McCarty, Deputy Director and Stewart Kitchen of the Secretary of State.

Chairman Parrott called the meeting to order at 9:00 a.m.

Budget:

Chairman Parrott stated that there was a department head budget meeting with the Commissioners to explain the new rankings and point system results from Clemans and Nelson. Commissioner Gary Lee asked Chairman Parrott, Deputy McCarty and Director Birchfield to come to an individual meeting at a later date. Unfortunately we were not contacted with a new date for this individual meeting. However, Chairman Parrott and Mr. Cook did have a meeting with Commissioner Lee. The Commissioners gave Chairman Parrott and Mr. Cook a proposed salary worksheet for the four full-time staff. It was suggested that instead of the increase approved on 3-5-13 by the Board of \$53,000.00 per year for the Director and Deputy Director, they recommended the new yearly salary for 2013 should be \$51,500.00 with a merit bonus of \$375.00. The Director and Deputy Director increase and merit bonuses would take effective April 1, 2013. The Commissioners proposed the Director and Deputy Director salaries to be increased to \$53,000.00 effective January 1, 2014. Also, instead of the increase to \$40,000.00 per year for the Clerks, the Commissioners recommended the Clerks new yearly salary would be \$38,750.00 with a merit bonus of \$325.00. The Clerk's increases and bonuses would be effective April 1, 2013. The Clerk's 2014 salary would be unknown depending on results of the next audit. Chairman Parrott showed Mr. Lee the hours of the 4 full-time staff members. Chairman Parrott noted that they all worked much more than the 40 hour work week that they are getting paid for and this should be a consideration when upgrading the Clerk's ranking. The Board would like the Director or Deputy Director to contact other comparable sized counties to see the find out the salaries of their Clerk's.

Mr. Moots made a motion to accept the proposal given to us by the Union County Commissioners. The motion was seconded by Mr. Cook. Much discussion, Chairman Parrott-yes, Mr. Moots-yes, Mr. Cook-yes and Mr. Steele-no. Motion passed.

The Board members also want to change the title of Clerk's to Election Specialist. The new title will be discussed at a later Board meeting.

County compensation structured pay plan:

The structured pay plan has been put into place according to the rankings and point system that the Clemans and Nelson group put together. The Commissioners are requesting that all elected officials, department heads and or Board's sign off on the new pay plan. If the Board signs this pay plan, that says that we agree to this pay plan, but it does give us the right to a desk audit. According to Chairman Parrott all the other offices in the county offices have signed the pay plan. Although, a couple of the other departments are requesting a desk audit. The pay plan will be tabled to the next scheduled meeting for further discussion.

Redacting phone numbers from the VR system:

This will be tabled to the next scheduled meeting. The Director was asked to contact the Prosecutor regarding this matter. A report will be given at our next Board meeting.


Filing Policy:

Per Chairman Parrott's request, Director Birchfield contacted the Secretary of State's office to inquire if a state wide filing policy is going to be introduced regarding deadline times and e-mailed filings. According to Matthew Walsh, Legal Counsel for the Secretary of State's office, there are no plans or directives going to be issued regarding filing deadline policies. This matter is to be a Board decision.

As decided by the Board at the March 5, 2013 meeting, Chairman Parrott created a filing policy for the Board to vote on. Dave Moots made the motion to adopt the filing policy, seconded by Mr. Cook. Motion passed unanimously. Stewart Kitchen of the Secretary of State asked our Board if he could take the filing policy to the Secretary of State's office and share this policy with other counties in need of a filing policy. (filing policy is attached)

Chairman Parrott closed the Meeting at 10:30 a.m.

Attest:



Chairman:



Bill McCarty, Deputy Director

Robert W. Parrott, Chairman

Bm/ab

Union County Ohio Board of Elections

Filing Policy

Concerning the Mode, Manner and Method of Submitting Documents for Filing to the Board of Elections

Section One. Unless otherwise permitted by the Ohio Revised Code, any filing required to be made to the Union County Ohio Board of Elections shall be made *only* by physical delivery of the original paper documents, with proper original signatures, to the office of the Union County Ohio Board of Elections. Physical delivery shall *only* include submission of documents to the Board Office in person, by mail, or by delivery service. No other form of filing or delivery shall be accepted, including, but not limited to, email or facsimile transmission.

Section Two. The filing deadlines as to the day and time of day set forth in the Ohio Revised Code shall be strictly enforced. Any documents, whether filed by in-person delivery, mail delivery, or delivery service, must be received at the Board Office on or before the day and exact time set forth in the Ohio Revised Code in order to have been properly filed with the Union County Ohio Board of Elections.

Section Three. If a fee is required to be paid for filing a document, the full filing fee must be paid at the time the document is submitted for filing with the Union County Ohio Board of Elections.

Section Four. This policy is effective on the 15th day of March, 2013.

Union County Board of Elections met on April 2, 2013. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; Bill McCarty, Deputy Director and Gary Wallace, Clerk

Chairman Parrott called the meeting to order at 1:00 p.m.

Approvals:

>Motion to approve the March 5, 2013 & March 15, 2013 special meeting minutes.

Motion passed unanimously

>Authorized payments of purchase orders

>Campaign finance reports reviewed and signed

>The purchase of the Canon 2230

>Poll worker lists and DRE assignments

Old Business:

>Commissioners meeting

The Auditor is implementing a new budgetary and payroll system some time this summer. It's a web based system. We will be contacted later this summer on the training dates.

>Budget meeting

Mr. Steele, Dep. Director McCarty, and Director Birchfield went to the final budget meeting on March 19, 2013. The Commissioners approved our final proposed budget on March 19, 2013. (See attached budget).

>Mapping system

Gary Wallace contacted several Triad County Boards of Elections to inquire if they are now using their County IT's mapping system since Triad no longer supports the mapping system they implemented. Gary Wallace informed the Board that the Counties that he contacted had either moved to their County system or, are in the process of moving to their Counties mapping system. Our County IT department said we have 2 options 1) add our mapping computer to the County's domain or 2) update via a flash.

Mr. Moots made a motion to cancel the ICW contract and have our County IT maintain our mapping system for one year. The Board will review the process after one year. Seconded by Mr. Cook. Motion passed unanimously.

>Ballot folder

The Board recommended that the Director contact ABS to get a trial on the Ballot folder before a purchase would be considered.

New Business:

>May Election

The Board discussed setting the absentee voting hours of 9:00a.m. to 4:00p.m. Monday thru Friday, April 2, 2013 thru May 2, 2013 and 9:00a.m. to 6:00p.m. on May 3, 2013. Mr. Moots made a motion to accept the hours discussed and Mr. Cook seconded. The motion passed unanimously.

Absentee voting began today. We mailed out a total of 10 absentee ballots, have had 14 in person absentee voters at this point and have had 1 hand carried ballot.

>Desk Audit

The desk audit needs to be scheduled by August 1, 2013. If our Board wants to get a desk audit, the Board needs to sign off on the completed compensation plan prepared by Clemans and Nelson. Much discussion, the desk audit is tabled to a later date.

>Redacting voter phone numbers

The Director called the Secretary of State's office to inquire if phone numbers need to continue to be redacted from voter records since the directive instructing the redaction has been rescinded.

The Secretary of State said since the directive has been rescinded, the decision of putting the phone numbers on our website and/or voter cd's is a Board decision. Mr. Moots made a motion to instruct Triad to put all the voter registration information on the voter files except for what was withheld by law; i.e. social security numbers. Motion seconded by Dean Cook. Motion passed unanimously.

Chairman Parrott closed the Meeting at 2:15p.m.

Attest:

Bill McCarty, Deputy Director

Chairman:

Robert W. Parrott, Chairman

Bm/ab

Union County Board of Elections met on May 7, 2013. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; and Bill McCarty, Deputy Director.

Chairman Parrott called the meeting to order at 6:30 a.m.

Approvals:

Motion to approve April 4, 2013 minutes. Motion passed unanimously

Authorized purchase orders

Approval to stamp Board names to Chaffin moving company purchase order

The Board set the Official Canvass for May 20, 2013 at 9:00am

Old Business:

New Copier

The new copier has been installed and the office staff is pleased

Phone numbers in VR system

Deputy Director informed the Board that any phone numbers that are on our VR system will now be posted on our website as well as on the Voter CD's available to the public.

5 work stations

Mr. Steele made the motion to approve the 5 new work stations without the antivirus software on the purchase agreement. Mr. Cook seconded the motion. Chairman Parrott-yes, Mr. Steele-yes, Mr. Cook-yes and Mr. Moots-no. Motion passed

New Business:

The Board set the Official Canvass for May 20, 2013 at 9:00am

May 7, 2013 Special Election

The polls opened at 6:30am today, 2 poll works have not shown up but as long as we do not have more than 50% than the other party at the table, we are fine in this Special Election. At this point there are a total of 906 absentee ballots received, 614 in office and 292 by mail. Chairman Parrott said to reconvene at 7:00pm

Petitions

Mr. Moots made a motion to certify Andy Thomas for Jerome twp Trustee, Dick Smith for Marysville School Board and Ed Pleasant for Marysville School Board to the November 5, 2013 Ballot. Mr. Cook seconded the motion. Motion passed unanimously

Summer SOS conference

The Board approved the 4 full-time staff members to attend the summer conference. The Conference dates are June 26-27, 2013

The Board approved that Dep Director McCarty and Michelle Rausch may attend the REO classes held at the Hyatt Regency in Columbus on June 24-25, 2013.

BMV updates

On Friday May 26, 2013 the SOS sent out a memo that we were to receive and enter 577 updates from the BMV online system that had not been sent through to our county offline system. The SOS said that the 577 updates were received by filing deadline. Because of the late updates, we had to rerun signature reports and purchase new poll list from Triad.

Chairman Parrott closed the Meeting at 7:30am and the meeting is to reconvene at 7:00pm.

Attest:



Bill McCarty, Deputy Director

Chairman:



Robert W. Parrott, Chairman

Bm/ab

Union County Board of Elections met on May 20, 2013 for the May 7, 2013 Official Canvass. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; and Bill McCarty, Deputy Director; Gary Wallace, Election Specialist and Michelle Rausch, Election Specialist

Chairman Parrott called the meeting to order at 9:00 a.m.

The meeting began with the Director giving a brief overview of the Election and the Unofficial results.

The Director then presented the 1 Absentee ballot Board decision and 4 Provisional Ballots that the Board needed to rule on. (See attached)

Absentee Ballot-

Mr. Steele made a motion to disallow Melissa Fogle's Absentee ballot due to the fact that it was post marked late on May 8, 2013. The Ballot needed to be post marked by May 6, 2013 if sent back by mail. Seconded by Mr. Cook. Motion passed

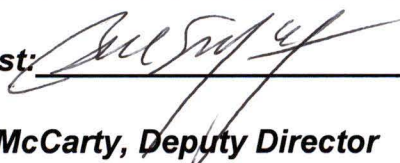
Provisional Ballots-

Mr. Steele made a motion to accept Stacey Fauley's and Marty Sheckler's Provisional ballots that were voted in office on Monday, May 6, 2013 because they had work conflicts and would be unable to vote at their polling locations on Election Day. Mr. Steele noted that both Mrs. Fauley and Marty Sheckler are active voters and with the confusion of the inconsistent absentee voting hours and previous decisions of the Board, allowing voters to vote on the Monday prior to the Election their ballots should count. Mr. Cook commented that based on last Election the voters are getting confused on the scheduled Absentee voting hours and the motion was seconded by Mr. Cook. Motion passed

Mr. Steele made a motion to disallow Cecilie Kish's and Kathleen Walter's ballots for the reason that they are not registered voters in the state of Ohio

At this point Chairman Parrott instructed the Director and Deputy Director to begin tabulating the Election. With all the Absentee, Election Day and Provisional ballots tabulated and balanced, the Official Canvass was completed.

Chairman Parrott closed the Meeting at 10:00am

Attest: 
Bill McCarty, Deputy Director

Chairman: 
Robert W. Parrott, Chairman

Bm/ab

Union County Board of Elections met on May 29, 2013 for the May Special recount of the Benjamin Logan LSD Levy as well as the June 2013 Monthly Board meeting. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; Bill McCarty, Deputy Director; Gary Wallace, Election Specialist; and Michelle Rausch, Election Specialist.

Chairman Parrott called the meeting to order at 9:00 a.m.

The meeting began with the Director giving an overview of the recount process and instructed the Election Specialists to begin the recount while Chairman Parrott proceeded with the June meeting.

Approvals:

Motion to approve the May 7, 2013 and May 20, 2013 minutes. Motion passed unanimously

Old Business:

5 computer work stations ordered and will be delivered and set up by Triad on Monday June 17, 2013.

The computers were ordered without the anti-virus protection added to them due to the fact that it was already provided by the County at no cost to the Board. Also memory was added to each computer which will speed up the computer.

New Business:

Petitions:

There are a total of 4 petitions that need to be certified to the ballot, 2 for November 2013 and 2 for May 2014.

****Henk Berbee circulated a petition to nominate him for Marysville City Council at Large for the Nov 5, 2013 General Election Ballot.***

There was not a motion to certify Henk Berbee's petition to the ballot at this time due to he signed his petition statement of candidacy in cursive and his original signature on his registration is printed, however he has signed a signature book in cursive. The Board asked the Director to verify with the SOS that as long as we have both a printed and cursive signature on file for Mr. Berbee his nominating petition is acceptable to be certified. This issue will be tabled until the next Board meeting.

****Bob Merkle circulated a petition to nominate him for Jerome Township Trustee for the Nov 5, 2013 Election ballot.***

Mr. Moots made a motion to certify Bob Merkle to the November 5, 2013 ballot. Seconded by Dean Cook, motion passed unanimously

****Dean Cook and Karen Haller turned in completed County Central Committee nomination forms for the May 2014 Primary ballot. Mr. Moots made a motion to certify Dean Cook and Karen Haller to the May 2014 Primary ballot. Chairman Parrott Seconded the motion. Motion passed unanimously***

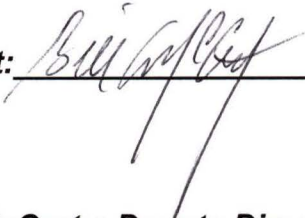
Logan County recount:

The Logan County LSD levy overall ended up in a tie vote at their Official, therefor a recount had to be held. In Union County there was a total of 13 votes in the County. 9 for the levy and 4 against the levy. The recount began at 9:00 am and all the Absentee, Election Day and Provisional ballots were recounted by hand. The totals identically matched our Official count. The recount was completed. The completed paper work of the recount will

**be signed by the Chairman and Director and sent to the Logan County
Director.**

Chairman Parrott closed the Meeting at 10:00am

Attest:



Bill McCarty, Deputy Director

Chairman:



Robert W. Parrott, Chairman

Bm/ab

Union County Board of Elections met on July 3, 2013. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; and Bill McCarty, Deputy Director.

Chairman Parrott called the meeting to order at 9:00 a.m.

Approvals:

Motion to approve the May 29, 2013 minutes. Motion passed unanimously

Authorized purchase orders

Campaign finance reports reviewed and signed

Mr. Moots would like the Director to check further into the Citizens for Schools committee campaign finance post reporting regarding LTD, LLP and LLC filings, if they should complete a 30-B-1. A 30-B-1 form is to be completed by a corporation or labor organization supporting or opposing a ballot issue. The Director will report on this at the next meeting.

Old Business:

Henk Berbee Petition,

Mr. Berbee's petition being certified was tabled from the last meeting on May 29, 2013; Henk Berbee signed his statement of candidacy in cursive writing rather than printed. Mr. Berbee printed his signature on his voter registration form. Mr. Berbee has signed his absentee ballot requests with cursive as well as printing. The Board had The Director call the Secretary of State legal counsel to get a recommendation on the acceptance of his signature.

According to legal Counsel at the SOS; if we have a signature on any of his documents that obviously appears to match his signature on his statement of candidacy, in his opinion we should allow it. He did point out that the final decision should come from the Board members.

Mr. Moots made a motion to accept and certify Henk Berbee's petition due to the fact that he completed his signature in front of the staff when he picked up his petition. Mr. Cook seconded the motion. Motion passed unanimously

New Business:

Petitions to be certified to the November 5, 2013 Election:

Tres Protrillos local option, JR Rausch for Marysville City Council at large, Jack Rausch for Allen TWP Trustee, Andy Thomas for Jerome TWP Trustee, Joe Craft for Jerome TWP Trustee, Cosette Bowsher for Magnetic Springs Council, Dean Bowsher for Magnetic Springs Council, Ron Jones for Washington TWP Trustee, Randy Sullivan for Washington TWP Trustee, Ed Pleasant for Marysville School Board and Dick Smith for Marysville School Board.

Computers installed:

Triad installed our 5 new workstations. We used one of our tickets for the service day fee. Everything appears to be running well.

Conference report:

The staff attended the summer conference, the summer conference classes were State and Federal Law, Campaign Finance, Media and charge backs. It was good conference.

NCOA:

The staff mailed out 2672 NCOA and Supplemental cards.

Lake County:


The Director of Lake County would like to trade 4 DRE Frames for 20 DRE batteries. We have approximately 60 Putnam County frames in storage that we have not used and basically use just for spare parts. The Deputy Director was requested to contact the Prosecutor on the legalities of the trade. Deputy McCarty will report on this at the next meeting.

August meeting:

The regularly scheduled Board meeting has been scheduled from Aug 6, 2013 to Aug 13, 2013 due to the filing deadline for the November 5, 2013 Election.

Chairman Parrott closed the Meeting at 10:15am

Attest:



Chairman:



Bill McCarty, Deputy Director

Robert W. Parrott, Chairman

Bm/ab

Union County Board of Elections met on August 13, 2013. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Ameena Birchfield, Director; and Bill McCarty, Deputy Director.

Chairman Parrott called the meeting to order at 9:00AM.

Approvals:

Motion to approve July 2, 2013 minutes. Motion passed unanimously.

Old Business:

The Director reported on Campaign Finance. Jane Ader will get 30 D-1 from the corporations that need these forms.

Board approved exchange of 4 DRE frames for batteries with Lake County.

Director reported on progress of NCOA.

New Business:

Director reported on the Commissioners Meeting. Wellness scorecard is due October 31, 2013.

Board asked if we would hold all check stubs at Board office.

Report on training in Delaware August 26, 2013.

Chairman Parrot complimented employees on staying on top of checking petitions.

Charles J Lovejoy is approved as CJ Lovejoy on the Ballot. Olas Hubbs has to appear as Olas Hubbs on the ballot. (requested Chip) George Showalter has to appear as George Showalter on the ballot. (requested Soapy)

Filings: All filings were Certified to Ballot for November 5, 2013 General Election. Attached is the full candidate list.

Also attached is the levies and liquor options.

Chairman Parrott closed the Meeting.

Attest: _____ **Chairman:** 

Bill McCarty, Deputy Director

Robert W. Parrott, Chairman

Bm/ab

Union County Board of Elections met on September 3, 2013. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Michelle Rausch; Clerk; and Bill McCarty, Deputy Director.

Chairman Parrott called the meeting to order at 1:00 p.m.

Mr. Moots made a suggestion to suspend the rules due to a candidate's request for a hearing. Mr. Douglas Saxour's petition for Plain City Village Council was not approved in Madison County due to an insufficient number of signatures on his nominating petition. He states he was short by 3 signatures and the Union County Board of Elections disqualified 5 signatures on his part petitions. Four of the signatures were printed and the 5th was disallowed for the address disagreeing with the voter's address the Board has on file. The Board reviewed the signatures and compared them with the signatures that are on file at the Board office. Chairman Parrott requested to see the directive from the Secretary of State's office pertaining to signature verification. After much discussion, the Board unanimously agreed to stand by Madison County's decision to disallow the petitioner to advance to the ballot in November.

Approvals:

Motion was made by Mr. Steele to approval August 13, 2013 minutes. Mr. Cook seconded motion. Motion passed unanimously

Authorized purchase orders

Board reviewed 6 Write-In Candidate Forms for Milford Center Village Council. 5 of the 6 forms had missing information or the wrong Election date. Chairman Parrott asked board staff to contact the Secretary of State's office to inquire whether or not this was a fatal error on the part of the petitioner.

(Follow-up: SOS Council returned phone call made by Gary Wallace and stated that it is up to the Board to rule on whether the form is acceptable. ORC 3513.041 does not address incomplete Write-In Candidate Forms.)

Old Business:

Lake County:

Deputy Director McCarty stated that the exchange of 4 DRE frames for 20 batteries occurred.

Campaign Finance / Voter Registration Databases Training:

Deputy Director McCarty and Michelle Rausch, Clerk attended the training in Delaware County. Deputy Director McCarty stated that he felt that the training was beneficial to both attendees.

Filings:

Discussed previously. Chairman Parrott stated to keep them (the Write-In filings) on hold until SOS office calls back with response to inquiry.

New Business:

Commissioners Meeting:

Deputy Director McCarty attended the meeting this morning and reports that the wellness scorecards are due by October 31st, sales tax in August was a little under what it was last year, and that the Recorder's office has new programs and will offer a training on September 9th at 10am and 2pm.

Ballot Language:

Deputy Director reported that the ballot language was approved by SOS and the board staff would start building the ballot tomorrow.

ES&S Service Day:

Kyle Weber from ES&S will be here on September 10, 2013.

Chairman Parrott moved to go into Executive Session for the purpose of employee matters at 1:45. Mr. Moots seconded the motion. A roll call vote was called; Mr. Steele – Yea, Mr. Cook- Yea, Mr. Moots – Yea, Chairman Parrott – Yea.

Board resumed public meeting at 2:20pm. Mr. Moots asked if SOS had responded to the Milford Center issue. No response at this time. Chairman Parrott told board staff to call in part-time help if needed but keep an eye on the budget and not allow overtime if possible. The Board certified Donald Jones as Write-In Candidate for Milford Center. Motion made by Mr. Moots and seconded by Mr. Cook. Motion passed unanimously. The other 5 forms will be ruled on after the Secretary of State's office advises Board.

Chairman Parrott closed the Meeting at 2:30pm.

Attest:_____ ***Chairman:*** _____

Bill McCarty, Deputy Director

Robert W. Parrott, Chairman

MR

Union County Board of Elections met on October 1, 2013. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Gary Wallace, Election Specialist, Michelle Rausch, Election Specialist.

Chairman Parrott called the meeting to order at 9:00 a.m.

Approvals:

Motion to approve September 3, 2013 minutes. Motion passed unanimously

Authorized purchase orders

Old Business:

Write-In Candidates for Milford Center Council:

The board discussed the Milford Center Write-In Petitions. As of the last Board meeting, only one of the petitions had been approved by the Board. There are four seats up for election for Milford Center Village Council Member and six petitioners had filed. Chairman Parrott had asked Deputy Director McCarty at the last Board meeting to contact the Prosecutor's Office regarding the validity of the petitions that were in question. Deputy Director McCarty is not present at this meeting and it is unclear at this time if the Prosecutor's office has ruled on them. The Board reviewed the three petitions that had "Village Council" listed as the office they are running for. After much discussion, a motion to certify the petitions with "Village Council" listed as the office they are seeking was made by Mr. Moots. Mr. Cook seconded motion. Motion passed unanimously. Petitions of Alexander J. Zill, Donald E. Jones, Virgil R. Reisinger III certified. The petition of Howard Van Dyke is reviewed and lists the wrong date of November 15, 2013 as being Election Day and "Village Council" as office sought. Mr. Steele made a motion to approve the petition in spite of the wrong Election Date and "Village Council". Mr. Cook seconded motion. Mr. Moots stated that he is concerned about accepting a petition with the wrong Election Date as it could pose a problem in the future. Chairman Parrott – yes, Mr. Steele – yes, Mr. Cook – yes, Mr. Moots – no. Motion passed and Howard Van Dyke's petition is certified. The petition of Terri Keen is then reviewed. It does not contain the date and year of the Election. Mr. Steele makes a motion to approve the petition based on the fact it was time stamped of August 21,

2013. Mr. Moots moves to reject the petition as there is not enough information on it. Mr. Cook seconded the motion. No further discussion. Chairman Parrott – yes, Mr. Moots – yes, Mr. Cook – yes, Mr. Steele – no. The petition of Terri Keen is rejected and not certified. Mr. Steele questions if there should be a future policy regarding the handling of Write- In Petitions. Mr. Wallace explains to the Board that a directive per the Secretary of State limits the review of petitions by Board of Elections staff prior to filing. Mr. Wallace does state that the staff gives as much instruction when the candidate picks up their petitions, however.

ES&S Service Day, September 10, 2013:

Chairman Parrott inquired about the ES&S Service Day. Ms. Rausch and Mr. Wallace reported that the programming went well but Kyle Weber did have to come back due to an overlap issue. The issue was resolved at that time. Absentee voting began as of 9am this morning.

New Business:

DRE assignments for November Election:

Mr. Wallace informed the Board that 188 DRE's are being deployed for the November Election. Motion to approve the DRE assignments made by Mr. Steele. Mr. Cook seconded. Motion passed unanimously.

Precinct Election Officials Assignments:

Ms. Rausch stated that she had received 40 cards confirming Democratic poll workers and Mr. Wallace stated he has received 56 Republican poll workers confirming their appointments. Ms. Rausch and Mr. Wallace will continue to recruit Precinct Election Officials until all of the precincts are appropriately staffed. Mr. Wallace informed the Board that there will be Provisional tables located in four of the multi-precinct locations.

Part-time Staff Schedule:

Both Mr. Wallace and Ms. Rausch report that the office is running well and does not need additional part-time staff at this time. Two part-time staff members have been working approximately 35 – 36 hours per week. Mr. Wallace states that we will have one or two more part-time staff members in when it is time to vote the nursing homes.

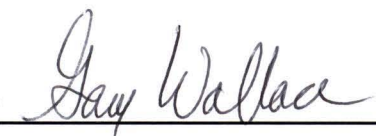
Budget Review:

The Board reviewed the year to date budget and discussed future expenditures. The office is on track to meet the allocated budget at this time. Mr. Steele added that he would like the Board of Elections to have a Facebook page and use social media to inform voters of voting hours and other important information relating to Elections. Mr. Parrott, Mr. Cook, and Mr. Moots agreed. Mr. Wallace and Ms. Rausch will establish an account at a later date.

Chairman Parrott made a motion to go into executive session at 9:50am to discuss employee matters. Mr. Moots seconded. Roll call – Mr. Moots – yea, Mr. Steele- yea, Mr. Cook – yea, Chairman Parrott – yea

Board returned from executive session at 10:15. Chairman Parrott states that Deputy Director Bill McCarty submitted a written letter of retirement effective October 1, 2013. Mr. Moots moved to accept the retirement of Mr. McCarty. Mr. Cook seconded. Motion passed unanimously. Mr. Steele then made a motion to appoint Mr. Wallace interim Deputy Director. Mr. Cook seconded motion. No further discussion. Roll call – Mr. Moots – yea, Mr. Steele – yea, Mr. Cook – yea, Chairman Parrott – yea.

Chairman Parrott closed the Meeting at 10:20am

Attest: 

Chairman: 

Gary Wallace, Deputy Director

Robert W. Parrott, Chairman

GW/mr

Union County Board of Elections met on November 5, 2013. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; David R. Moots, Board Member; and William C. Steele, Board Member. Also present were Gary Wallace, Deputy Director, and Michelle Rausch, Elections Specialist.

Chairman Parrott called the meeting to order at 6:30am.

Approvals:

Motion to approve October 1, 2013 Board meeting minutes. Mr. Moots moves to accept minutes. Mr. Cook seconds motion. Motion passed unanimously.

Purchase orders approved. Chairman Parrott asked Dep. Director Wallace to address the upcoming changes relating to future purchase orders. The County is in the process of adopting a new accounting software program called Tyler. All PO's will be processed electronically and require one signature from each department. After some discussion, it was determined that since the office is bipartisan, both parties should have someone authorized to sign off on purchase orders.

Old Business:

Ms. Rausch reported that Director Birchfield continues to receive treatment and is doing well. At this time she has received 33 ½ weeks of donated sick time from multiple county employees.

Dep. Director Wallace reported that all of the polling locations opened without any major problems and are processing voters. Chairman Parrott suggested that the tri-fold boards are delivered with the machines rather than sent with the Presiding Judges as some of them had trouble getting them into their cars.

Chairman Parrott asked how the staff is going to report the Election night results and Dep. Director Wallace stated that the board will upload the results to the web 10 precincts at a time at the Secretary of State's recommendation. There are several write-in candidates in this election so a Republican and Democrat will be needed at the time of tabulation to inspect the results tapes. The staff will notify the overlapping counties of the unofficial results later this evening.

Dep. Director Wallace reports that the office has been running well with limited staff and with the help of part-time staff but will probably need more help for the upcoming election. Chairman Parrott states that the open staff member position will be advertised sometime after the official canvass.

New Business:

Board reviewed and approved Campaign Finance reports. Dep. Director Wallace requested that the Board allow the office to purchase a software program from Triad that will track campaign finance filings and help manage deadline notification responsibilities. The Board approved of the purchase and signed the purchase order for the new software.

The date for the Official Canvass is set for November 20, 2013 at 9am.

The matter of who has authority to sign off on purchase orders is addressed once more. Mr. Moots moves that both Dep. Director Wallace and Ms. Rausch are authorized to sign purchase orders. Motion is seconded by Mr. Cook. Motion passes unanimously.

The 2013 Budget is reviewed and Dep. Director Wallace gives his projections of what money will be left at the end of the year after all expenses have been paid. Dep. Director Wallace explains that the County wants the office to replace all of the XP machines as they will not be supported after March 2014. The Board authorized the purchase of new equipment for the office.

Chairman Parrott moves that the Board enter into Executive Session to discuss employee matters. Mr. Steele seconds motion. Roll call: Mr. Moots – yea, Mr. Cook – yea, Mr. Steele – yea, Chairman Parrott – yea.

Board meeting resumes at 8:15am. The Board confirms that employee salaries will increase to \$53,000/yr. for Director and Dep. Director and \$40,000/yr. for Elections Specialist positions after the 1st of the year. Chairman Parrott suggests that this motion supersede the motion that was passed in March 2013. Meeting is adjourned until 7:30pm.

Meeting reconvened at 7:30pm. Those present were Chairman Parrott, Mr. Moots, and Mr. Cook. Tabulation was completed by 10:15pm and all paperwork was signed off on.

Attest: Gary Wallace **Chairman:** Robert W. Parrott

Gary Wallace, Deputy Director

Robert W. Parrott, Chairman

GW/mr

Union County Board of Elections met on November 20, 2013 for the 2013 General Election Official Canvass. Those present were Robert W. Parrott, Chairman; Dean E. Cook, Board Member; and William C. Steele, Board Member. Also present were Gary Wallace, Deputy Director; Michelle Rausch, Elections Specialist.

Chairman Parrott called the meeting to order at 9am.

Chairman Parrott asked the staff to report on the Provisional ballots cast for the General Election. Dep. Director Wallace and Ms. Rausch stated that of the 93 ballots cast, 72 of them were due to change of address / change or name. Three provisional ballots were cast by non-registered electors in the State of Ohio, 2 were issued to voters who had cast ballots on the DRE's but then later reported to precinct election officials that they were issued the wrong ballot, 2 were missing a signature, 1 was cast by a person who states he is homeless, and 13 were cast by voters who stated they either thought the absentee polls were still open on Monday, November 4th or they were unable to make it to their polling location on Election Day. Ms. Rausch stated that she informed each and every one of the 13 voters who cast provisional ballots the Monday before the Election that the ballot would be a Board decision, as all provisional ballots are, and may or may not count in the Official Canvass. The Board members discussed the reasons people are confused about absentee voting hours, as they vary from election to election, and can understand their confusion. Mr. Cook made a motion to reject the 13 provisional ballots cast on November 4th and requests that the staff get direction from the Secretary of State's office on how to handle the provisional ballots cast on the day before Election Day for future elections. Chairman Parrott seconded the motion. Motion passed unanimously. The Board then reviewed the provisional ballots cast by voters who stated they were issued the wrong ballot on the DRE. A motion was made by Mr. Steele to reject the provisional ballots due to the fact the voters had already cast a ballot on the DRE. Mr. Cook seconds the motion. Motion passed unanimously. The Board voted unanimously to reject the 3 ballots cast by those not registered in Ohio. The Board then reviewed the ballot cast by the homeless voter. Ms. Rausch stated that she had spoken to the voter twice and the voter reports that he parks his car in his deceased father's driveway. The voter went to the correct polling location and cast the ballot in the proper precinct. It was also verified that the voter had not cast a ballot

anywhere else in Union County. Mr. Steele made a motion to accept the ballot, seconded by Mr. Cook. Motion passes unanimously.

The Board then reviewed the absentee ballots that were received late. One ballot was returned undeliverable. Another ballot was returned without a stub. Motion made by Mr. Steele to reject the ballot with stub. Mr. Cook seconded motion. Motion passed unanimously. The Board then discusses a ballot that was returned without an ID envelope. Two ballots were issued to voters residing at the same address. One ballot was cast and placed in a completed ID envelope. The other ballot was returned in the same return envelope but was not in an ID envelope. Mr. Cook makes a motion to reject the ballot that was not placed in an ID envelope. Mr. Steele seconds motion. Motion passes unanimously.

Board members approve purchase orders.

The Board reviews the petitions of Judge Fraser and those that were filed for Democratic Central Committee. Petitions are certified to the ballot for May 2014.

The 2013 Year End Budget was then reviewed. Dep. Director Wallace shares with the Board how the money was budgeted. There is money left over in the salary line due to not having 2 countywide elections this year. Mr. Steele states this needs to be pointed out at the Commissioners meeting scheduled November 21st.

The Board then reviews the 2014 Budget with Chairman Parrott stating that it is flat line budget and is identical to the 2013 Budget except that it has the staff members salary increases built in as well as \$100,000 budgeted for the purchase of electronic poll books. The Board authorized purchase of the recommended items that were listed on the budget projection worksheet. Mr. Cook makes motion to approve staff to purchase necessary items within the 2103 budget. Mr. Steele seconds motion. Motion passes unanimously.

Tabulation of the Official Canvass begins with the approved provisional ballots being tabulated 1st followed by the PEB's and flashcards from the Absentee and Election Day polls.

Chairman Parrott closed the meeting at 10:45am.

Attest: Gary Wallace

Gary Wallace, Deputy Director

Chairman: Robert W. Parrott

Robert W. Parrott, Chairman

GW/mr