

Chairman Tim Rudd called the meeting to order at 10:05 a.m. Rick Combs led the Pledge of Allegiance. Board Members present were Tim Rudd, Dave Lane, Rick Combs and Paul Campbell. Also present were Judy Miller – Director, Mike Keeley – Deputy Director and Becky Rudd – Clerk taking record.

OTHER ATTENDEES: Shaker Jayaraman – Field Liaison.

APPROVAL OF MINUTES:

2010-85 – Paul Campbell made the motion to approve the June 28, 2010 Board Meeting Minutes. Rick Combs seconded the motion. Upon roll call, all Members voted “yes”.

APPROVAL OF BILLS:

2010-86 – Dave Lane made the motion to accept and pay the July 22, 2010 Bills. Rick Combs seconded the motion. Upon discussion Rick Combs asked Director Miller to explain the ES&S bills. She stated that ES&S billed us separately for the three entries for ballots, as they are the vendor, even though Dayton Legal Blank printed the ballots. Upon roll call, all Members voted “yes”.

ADOPTION OF ELECTIONS ADMINISTRATION PLAN:

Director Miller advised the Board of the need to update the Elections Administration Plan. The Plan must be updated before every General Election with the Secretary of State’s Office, after the Board has approved it. Prior to the 2010 Primary Election we revised the Provisional Section, based on a new Directive from the SOS (previously approved by the Board). The sections that required updating are the Poll Worker Management (changing from 45 days prior to 60 days prior to the election to have poll worker training in place) and also the Military section of Absentee Voting (changing from 35 days to 45 days prior to the election to have uniformed and overseas absentee ballots ready for use). Also the section of Board of Elections Staffing, replacing Donna Brittain (R) with Terrie Latham (R) was updated.

2010-87 – Rick Combs made the motion to accept the Director’s and Deputy Director’s revision of the Election Administration Plan for the November 2, 2010 General Election, as directed by the Secretary of State, and place it into our Policy. Dave Lane seconded the motion. Upon roll call, all Members voted “yes”.

DISPOSITION OF HARDIN vs BOARD OF ELECTIONS:

Director Miller reported that Elizabeth Mason (Prosecutor’s Office) was unable to attend today’s meeting. Regarding the Hardin vs Board of Elections Case she has filed a Brief and there are some additional filings to be made but there are no updates on the case. Keri Shelton (Prosecutor’s Office and notary) brought the interrogatories to the Board Meeting and witnessed Dave and Paul sign them.

UPDATED RECORDS RETENTION SCHEDULE TO BE UPDATED WITH THE COUNTY:

Deputy Director Keeley reported that the Secretary of State's Office has updated the State Retention Schedule and Disposition as it pertains to the Boards of Elections. Barb Brown (Records Center Manger) advised Mike that on August 16, 2010, 10:00 a.m., the Clermont County Board of Records will be meeting to adopt the County's Schedule in compliance with the Historical Society. Clermont County will adopt and place into the Record the State's new revision. Added into the schedule is 1070-77, Audio Tape Recordings of Board Meetings-Retain until approval of the official minutes, media type-electronic. This is being proposed to the Revision Board. Mike has discussed this with Elizabeth Mason.

2010-88 – Rick Combs made the motion to accept the Record Retention Schedule as prepared by the Director and Deputy Director, as per the following of the Secretary of State, to be relayed to our Board of Record Retention for review and disposition and to include the addition of the destruction of the audio recordings of the Board Meetings once the minutes have been transcribed and approved and signed by the Board. Dave Lane seconded the motion. Upon roll call, all Members voted "yes".

DIRECTOR'S REPORT:

Director Miller updated the Board on the ES&S Unity Training. There are two options for the Unity Training. We can send people to Omaha for training at \$1,000 a day (for up to 3 people) plus expenses for five days or for \$7,875 they will come here and train up to six people for five days. ES&S will not support Nick unless he receives their training. The Board discussed their options.

2010-89 – Dave Lane made the motion for the Board to direct the training program (on site) for 6 people (3 from ISD and 3 from the BOE-to be determined), at a cost of \$7,875 (the cost of the training is to be included in the additional appropriations so requested from the BCC) to train our employees to support the upcoming election and to direct the Director and Deputy Director immediately following the November election to begin the process of posting for a full-time employee position here at the Board of Elections for in-house IT support that would include posting, screening and potentially interviewing the applicants for that position that would create our own internal support system for the IT process and the voting machines that we have in-house and this person to be certified who can do maintenance on the equipment. Rick Combs seconded the motion. Upon roll call, all Members voted "yes".

Rick Combs suggested bringing this Resolution to the County's attention.

The Board also discussed the ES&S Maintenance Contract. There are several packages and costs levels. The Gold Package includes cleaning, calibration and other maintenance on the Elections Equipment (M100s, 650 Scanners and Automarks) every year and the Silver Plan provides servicing every other year. The cost to provide service on the M100s and 650 Scanners every year and service on the Auto marks every other year will be approximately 75,000-\$90,000, this includes the software. (Without a package the cost to have someone come here and maintain or fix the equipment is \$160 an hour plus parts and shipping.) The maintenance fees are currently covered by HAVA money.

Director Miller also stated that the over-time/part-time money that we thought we had is not in the budget. Tim suggested notifying the BCC (Board of County Commissioners) and advising them of the budget shortage.

Rick added that Judy advise the BCC of her concerns of the operation of equipment by untrained individuals and include the cost of training. Tim said to ask for the money as additional appropriations

and tell them that we were not appropriated part-time and over-time monies. Judy added that she will have Chargeback Bills for the Auditor next week and that will be money coming in. The Auditor pulls the money out of each entity/jurisdiction's account.

DEPUTY DIRECTOR'S REPORT:

The Deputy Director's Report was the Records Retention Schedule report. Mike will be on vacation August 13-23, 2010.

RESOLUTIONS: None.

EXECUTIVE SESSION: None.

NEXT MEETING DATE AND TIME:

August 11, 2010 at 2:00 p.m., Special Meeting to Certify Questions & Issues to the November 2, 2010 General Election Ballot.
August 20, 2010 at 9:00 a.m., District Meeting-Elks Run Golf Run.
August 26, 2010 at 10:00 a.m., Regular Board Meeting.
September 23, 2010 at 10:00 a.m., Regular Board Meeting.

ADJOURNMENT:


2010-90 – At 12:06 p.m. Paul Campbell made the motion to adjourn. Rick Combs seconded the motion. Upon direction of the Chairman, all Members answered "aye".


Timothy R. Rudd – Board Chairman


Dave A. Lane – Board Member


Rick W. Combs – Board Member


Paul L. Campbell – Board Member


Attest – Judith A. Miller - Director

APPROVAL OF BILLS

JULY 22, 2010

VENDOR	DESCRIPTION OF PAYMENT	AMOUNT
INVOICES TO BE APPROVED BY BOARD MEMBERS:		
DONNELLON MCCARTHY	COPIER MAINTENANCE	\$ 35.50
DELAGE LANDEN	COPIER LEASE	\$ 147.00
E. S. & S.	BALLOTS FOR MAY PRIMARY	\$ 44,696.25
E. S. & S.	TEST BALLOTS FOR MAY PRIMARY	\$ 2,097.91
E. S. & S.	RE-PRINTS OF BALLOTS	\$ 15,353.43
LYON WORKSPACE	PART FOR THE SHELVES	\$ 31.35
OFFICE DEPOT	OFFICE SUPPLIES	\$ 36.65
OFFICE DEPOT	OFFICE SUPPLIES	\$ 27.25
OFFICE DEPOT	OFFICE SUPPLIES	\$ 23.80
PITNEY BOWES	POSTAGE MACHINE/LETTER OPENER	\$ 321.29
PREMIER ELEC. SOLUTIONS	ELECTION SET-UP & VOTE REMOTE - (SIGNATURE CAPTURE OF 2,678 SIGNATURES) FOR MAY PRIMARY	\$ 1,303.40
J. ROBERT TRUE	PHONE BILL FOR JUNE 2010 (CREDIT OF \$140.00 APPLIED BY O.T.C)	\$ 511.40
U.S. POSTMASTER - BATAVIA	RENEWAL OF OUR ANNUAL "BULK RATE PERMIT" #28	\$ 185.00
STAFF SALARIES	PAY PERIOD 05-16-10 TO 05-29-10	\$ 13,531.20
BOARD SALARIES	PAY PERIOD 05-16-10 TO 05-29-10	\$ 1,964.70
TEMPORARY EMPLOYEES	PAY PERIOD 05-16-10 TO 05-29-10	\$ 1,545.00
STAFF SALARIES	PAY PERIOD 05-30-10 TO 06-12-10	\$ 13,531.20
BOARD SALARIES	PAY PERIOD 05-30-10 TO 06-12-11	\$ 1,964.70
OVERTIME	PAY PERIOD 05-30-10 TO 06-12-12	\$ 11.23
STAFF SALARIES	PAY PERIOD 06-13-10 TO 06-26-10	\$ 13,531.20
BOARD SALARIES	PAY PERIOD 06-13-10 TO 06-26-11	\$ 1,964.70
	TOTAL:	\$ 112,814.16

CHAIRMAN SIGNATURE: _____

DATE: _____