

LICKING COUNTY BOARD OF ELECTIONS
REGULAR MEETING
March 5, 2019

A regular meeting of the Licking County Board of Elections was called to order at 4:30 PM, with the following members present: Chairman Larry Wise, Melinda Miller, Grace Cherrington and Richard Salvage. Also attending were Luke Burton, Director and Brian Mead, Deputy Director.

The purpose of this regular meeting is to reorganize the Board and conduct its regular business.

Reorganization:

Richard moved to make Larry the Temporary Chairman for the reorganization. Grace seconded the motion and it passed 4-0.

First order of business was to appoint the Director. Richard moved to make Brian Mead the Director. Melinda seconded the motion and it passed 4-0.

Grace moved to make Luke Burton the Deputy Director. Richard seconded the motion and it passed 4-0.

Lastly, Melinda moved to make Grace Cherrington the Chair. Larry seconded the motion and it passed 4-0. Grace thanked Larry for his service as Chair.

Minutes and Budget Report:

The Minutes from the January 15, 2019 Meeting was presented. Richard moved to accept the minutes, seconded by Larry. The motion passed 4-0.

Budget Report: The Audit Trail for the office was presented. It details the expenses of the office from February 1 – 28, 2019. It was provided by the County Auditor's Office.

Brian let the Board know that its final budget request is due to the Commissioners' Office Friday, March 8th. The Commissioner had already appropriated the funds for the new machines and stands.

Secretary of State Communications:

Brian updated the board regarding the following communications:

New SOS Elections Attorney Process: Each board of elections will first call the legal assistant in the SOS, who will then route the question to one of the attorneys.

Directive 2019-01 Instructions Regarding In-Person Absentee Voting: Each qualified elector who wants to receive and cast an absentee ballot in person is no longer required to complete an application for an absentee ballot if the voter provides one of the valid forms of identification that is acceptable for voting purposes on Election Day or complete an Identification Envelope – Statement of Voter (Secretary of State Form 12-A) with the absentee ballot in order for the ballot to be counted.

Directive 2018-43 Annual Report of Expenses: Board of elections must make an annual report to the Secretary of State that includes expenditures made in administering elections and other supplemental information. Licking County's has been submitted.

Directive 2019-02 Ballots for May 7, 2019 Primary/Special Election: This Directive provides the certified forms of the official ballots to be used in the May Election.

Advisory 2019-02 Biennial Adjustment of Recount Charges/Campaign Contribution Limit Adjustment: There are no changes to the charges associated with a requested recount. The Campaign Contribution Limit will increase by the yearly average of the previous two years of the Consumer Price Index. The new maximum contribution limits will apply for the period beginning February 25, 2019 through February 24, 2021.

Advisory 2019-03 Changes to Election Law: This Advisory alerts boards of elections to changes in the administration of elections resulting from the passage of five bills: Substitute House Bill 41, Amended Substitute House Bill 300, Substitute House Bill 341, Substitute House Bill 500, and Substitute Senate Bill 296.

New Election Official Training: The SOS will host this mandatory training for all new board members, directors, and deputy directors on Friday, March 29, 2019.

Old Business:

Voting Equipment: Luke and Brian gave an update to the Board on what is happening with the new voting equipment. ES&S shipped the new equipment on Monday, February 18th. Our staff and a crew from ES&S worked to do acceptance testing on the new Scanners and Voting Machines. This was completed on Friday, February 22nd.

The full staff had two days of hardware training last week. Luke, Brian, Lauren & Bev received software (Ballot Creation) training all this week.

New Business:

Machine Allocation for May Primary: Luke presented the board with the machine recommendations developed for May 7th Primary Election for our 27 Polling Locations. Total Voting Machine allocation (ExpressVote Markers) is 324 and 116 E-Pollbooks. Melinda moved to accept the machine allocation, Richard seconded. The vote was 4-0.

Office Update:

Poll Worker Training: Luke gave the Board the poll worker training schedule.

Voting Machine Video: Brian let the Board know that the Commissioners would like to do a quick video of the new voting machines. The Board asked that Luke and Brian review the video before it is to be posted.

Voting Machine Open House: Luke advised the Board that we have scheduled a public Open House on Thursday, March 28th, 4:30 – 8:00 in the basement of the county administration building.

Upcoming Deadlines and Events:

3/22/19 – 46 Day FWAB

3/28/19 – Voting Machine Open House 4:30 – 8:00 PM

4/08/19 – Voter Registration Deadline 9:00 PM

SOS Calendar: <https://www.sos.state.oh.us/publications/2019-elections-calendar/>

Adjournment and Next Meeting:

Melinda moved to adjourn, seconded by Larry. The motion passed, the vote was 4-0. The meeting was adjourned at 5:43 PM.

Next meeting of the Board will be Tuesday April 9th at 4:30 PM.



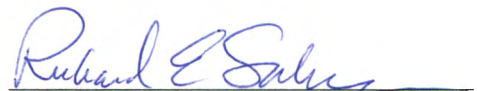
Grace Cherrington, Chair



Melinda Miller, Board Member



Larry D Wise, Board Member



Richard E Salvage, Board Member



Brian K Mead, Director