

VOTE CUYAHOGA COUNTY BOARD OF ELECTIONS

Board Meeting
4-5-2021

**THIS MEETING WAS HELD VIA TELECONFERENCE IN ACCORDANCE WITH
H.B. 197, 133rd G.A. §12 (2020)**

Attending:

Jeff Hastings, Chairman
Inajo Davis Chappell, Board Member / via teleconference
Lisa M. Stickan, Board Member / via teleconference
David Wondolowski, Board Member
Anthony W. Perlatti, Director
Tony Kaloger, Deputy Director

Mark R. Musson, Assistant Prosecutor, Cuyahoga County / via teleconference
Mary Bejjani, Clerk to the Board
Linda Walker, Clerk to the Board / via teleconference

The Cuyahoga County Board of Elections Meeting began at 9:30 a.m. Hereinafter referred to as the CCBOE/Board.

Chairman Hastings noted that all Board Members were in attendance, and Board Member Davis Chappell and Board Member Stickan were present via teleconference.

Chairman Hastings recognized and presented a resolution to John Fox, Campaign Finance Auditor, on the occasion of Mr. Fox's retirement and fifteens years of service with the CCBOE.

Agenda Item 1: Memorandum 2021-01: Responsibilities of Sheriffs and Chiefs of Police in the 2021 Primary/Special Election (confidential – not for disclosure)

Chairman Hastings moved to acknowledge Memorandum 2021-01: Responsibilities of Sheriffs and Chiefs of Police in the 2021 Primary/Special Election (confidential – not for disclosure). Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 2: Certification of the Post-Election Audit for the February 23, 2021 Recall Election

Brian Cleary, Ballot Department Manager, presented information from the Board packet concerning the post-election audit for the February 23, 2021 recall election.

Chairman Hastings moved to acknowledge the certification of the post-election audit for the February 23, 2021 Recall Election. Board Member Wondolowski seconded. The motion passed unanimously.

¹ Narrative that is underlined in the CCBOE minutes relates to a motion that was acted on by the Board.

Agenda Item 3: Certification of the official results of the March 16, 2021, Mayfield Village Election.

Brian Cleary, Ballot Department Manager, presented information from the Board packet regarding the Official Results from the March 16, 2021, Mayfield Village Election.

- Authorization to approve the remake of the optical scan ballots from the March 16, 2021, Mayfield Village Election.
Chairman Hastings moved to authorize to approve the remake of the optical scan ballots from the March 16, 2021, Mayfield Village Election. Board Member Wondolowski seconded. The motion passed unanimously.
- Authorization to approve absentee ballots from the March 16, 2021, Mayfield Village Election.
Chairman Hastings moved to authorize to approve absentee ballots from the March 16, 2021, Mayfield Village Election. Board Member Wondolowski seconded. The motion passed unanimously.
- Authorization to approve provisional ballots from the March 16, 2021, Mayfield Village Election.
Chairman Hastings moved to authorize to approve provisional ballots from the March 16, 2021, Mayfield Village Election. Board Member Wondolowski seconded. The motion passed unanimously.
- Acknowledgement of the pre & post results of the vote tabulation system from the March 16, 2021, Mayfield Village Election
Chairman Hastings moved to acknowledge the pre & post results of the vote tabulation system from the March 16, 2021, Mayfield Village Election. Board Member Wondolowski seconded. The motion passed unanimously.

Chairman Hastings moved to certify the Official Results of the March 16, 2021, Mayfield Village Election. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 4: Acknowledgement of the date, time, and place of the post-election audit for the March 16, 2021, Mayfield Village Election.

Brian Cleary, Ballot Department Manager, indicated the post-election audit is scheduled for 9:00 a.m. Monday, April 26, 2021, at the Halle warehouse. There are two (2) races available for the audit, and the even roll of the di determined the Mayfield Village Charter Amendment Mayoral Terms would be audited.

Chairman Hastings moved to acknowledge the date, time, and place of the post-election audit for the March 16, 2021, Mayfield Village Election. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 5: Final approval of the ballot order for the May 4, 2021 Primary Election.

Chairman Hastings moved to approve the ballot order for the May 4, 2021 Primary Election. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 6: Acknowledgment of the Ballot Proofs for the May 4, 2021 Primary Election in accordance with the Ballot Proofing Policy approved by the Board at the March 12, 2021 Board Meeting.

Chairman Hastings moved to acknowledge the Ballot Proofs for the May 4, 2021 Primary Election in accordance with the Ballot Proofing Policy approved by the Board at the March 12, 2021 Board Meeting. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 7: Acknowledgement of resignation from elected office

Chairman Hastings moved to acknowledge the resignation from elected office. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 8: Authorization to pay 56 Voting Location Managers x \$200 = \$11,200; 61 Voting Location Deputies x \$200 = \$12,200; 678 Precinct Election Officials x \$172.10 = \$116,683.80; 117 Sanitation Officials x \$200 = \$23,400; 40 Election Substitute Officials x \$100 = \$4000 in an amount not-to-exceed \$167, 483.80.

Chairman Hastings moved to authorize to pay 56 Voting Location Managers x \$200 = \$11,200; 61 Voting Location Deputies x \$200 = \$12,200; 678 Precinct Election Officials x \$172.10 = \$116,683.80; 117 Sanitation Officials x \$200 = \$23,400; 40 Election Substitute Officials x \$100 = \$4000 in an amount not-to-exceed \$167, 483.80. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 9: Approval to appoint not less than two precinct election officials for each precinct pursuant to ORC §3501.22 for the May 4, 2021 Primary Election.

Chairman Hastings moved to approve to appoint not less than two (2) precinct election officials for each precinct pursuant to ORC §3501.22 for the May 4, 2021 Primary Election. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 10: Allocation of voting booths for the May 4, 2021 Primary Election. Allocation quantities are based on Social Distancing and room size per polling location. A total of 1031 voting booths will be allocated; 149 DS 200 precinct scanners; 56 ADA AutoMark voting units; and 249 Electronic poll books.

Chairman Hastings moved to allocate the voting booths for the May 4, 2021 Primary Election. Allocation quantities are based on social distancing and room size per polling location. A total of 1031 voting booths will be allocated; 149 DS 200 precinct scanners; 56 ADA AutoMark voting units; and 249 electronic poll books. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 11: Authorization to process payment in the amount not-to-exceed \$5,000.00 for 16 private voting locations being used for the May 4, 2021 Election.

Chairman Hastings moved for authorization to process payment in the amount not-to-exceed \$5,000.00 for 16 private voting locations being used for the May 4, 2021 Election. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 12: Approval to Award a Contract with Midwest Direct to provide Ballot Printing Services for the Initial Term of August 3, 2021 through December 31, 2021 in the amount of \$861,163.93 with Option to Renew for Two Renewal Periods.

Kendra Zusy, Fiscal Manager, highlighted information provided in the Board Packet relative to the bidding process, the awarding of the bid, and the Ballot Printing Contract with Midwest Direct.

Director Perlatti indicated the contract is not based on a typical six-month renewable period but based on the CCBOE election cycle. Mr. Getty, CEO of Midwest Direct, answered questions from the Board Members concerning ballot printing issues from the November 2020 Election. Mr. Getty indicated Midwest Direct had decreased the number of counties served to eight (8). Additionally, Midwest Direct has been working with the Ohio Secretary of State to provide updates. Board Member Wondolowski referenced the CCBOE contract as it relates to the unbiased business conduct section. Mr. Getty indicated Midwest Direct would be operating in accordance with the CCBOE contract.

Chairman Hastings moved to approve to award a contract with Midwest Direct to provide Ballot Printing Services for the Initial Term of August 3, 2021 through December 31, 2021 in the amount of \$861,163.93 with Option to Renew for Two Renewal Periods. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 13: Approval of Personnel Agenda

Board Member Stickan commented congratulating John Fox on his retirement and thanked him for his fifteen years of wonderful and dedicated service.

Chairman Hastings moved to approve the personnel agenda. Board Member Wondolowski seconded. The motion passed unanimously.

NEW BUSINESS

Lori Acosta, HR Manager, and, Kristin Andrasik, Policy Manual Consultant, provided an update on the CCBOE Policy & Procedures Manual changes. In addition to bringing the manual current, the goal is to be user-friendly and easy to interpret. A policy committee has been formed to review the changes and provide input. The changes will be submitted to the Board by section for review. Board Member Wondolowski emphasized the importance of the document being user-friendly. Chairman Hastings inquired if the manual will be accessible online. Ms. Acosta indicated the manual would be accessible online and also interactive. Board Member Davis Chappell asked if there will be training, and employee acknowledgements integrated into the CCBOE Policy and Procedures Manual. Ms. Acosta indicated there would be employee acknowledgements, and HR will plan training. The tentative timeline for completion of the manual is by the end of summer 2021.

Director Perlatti provided an update on the May 4, 2021 Election. Director Perlatti indicated April 4, 2021, is the close of voter registration for the May 4, 2021 Primary. The CCBOE is prepared for Early In-Person Voting to begin on April 5, 2021. The Vote-by-Mail (VBM) program will start with the mailing of 695 VBM ballots. On Friday, April 2, 2021, there were 5,800 requests to provide the VBM applications for ballots. There are 56 polling places for the Election. Board Member Davis Chappell inquired what adjustments were made for the increase in Curbside Voting. Director Perlatti indicated there are dedicated poll books for Curbside Voting, and additional curbside staff was added at polling locations that had a higher volume of Curbside Voting in November 2020. Board Member Davis Chappell also inquired how the CCBOE notified voters where there were changes in voter precincts. Director Perlatti indicated all

voters impacted by changes in voter precincts were sent a letter from the CCBOE. The Voter Location Guide mailed to voters also revealed the appropriate changes. Additionally, the Community Outreach Department has been working with the mayors in the impacted cities to communicate the changes.

Director Perlatti indicated that Precinct Election Officials' (PEO's) recruitment is now at (100%), and approximately (60%) of the PEO's have been trained. The Election Officials Department is now currently hiring sanitation workers (65%) and stand-by workers (40%) for the May 4, 2021 Election.

In recognition of the Indians Home Opener today, the staff is being provided hot dogs, chips, and beverages. CCBOE staff were also invited to wear their Indians' attire.

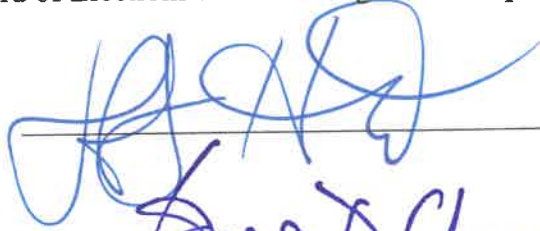
PUBLIC COMMENT

Reverend Pickney Butts provided public comments on the Agenda and ballot drop boxes.

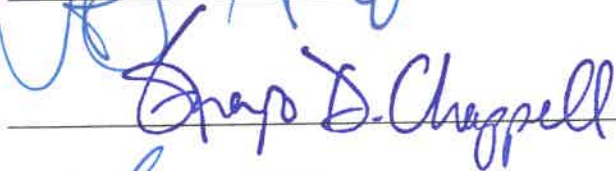
Chairman Hastings moved to adjourn at 10:17 a.m. Board Member Wondolowski seconded. The motion passed unanimously.

Certification: I have reviewed the above minutes and certify that they are an accurate summary of the actions taken by the Cuyahoga County Board of Elections at its meeting held on **April 5, 2021**.

Jeff Hastings, Chairman



Inajo Davis Chappell, Board Member



Lisa M. Stickan, Board Member



David J. Wondolowski, Board Member



Anthony Perlatti, Director

