

VOTE CUYAHOGA COUNTY BOARD OF ELECTIONS

**Board Meeting
4/29/2022**

Attending:

Jeff Hastings, Chairman
Inajo Davis Chappell, Board Member/via teleconference
Lisa M. Stickan, 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

The Cuyahoga County Board of Elections Meeting began at 9:29 a.m. Hereinafter referred to as the CCBOE/Board.

Chairman Hastings noted that all Board Members were in attendance. Board Member Davis Chappell attended via video conference as allowed per House Bill "H.B."51.

Agenda Item 1: Approval of the minutes from the April 6, 2022, Board Meeting

Chairman Hastings moved to approve the minutes from the April 6, 2022, Board Meeting. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 2: Acknowledgment of Secretary of State Directive 2022-33: Unofficial and Official Canvasses of the May 3, 2022, Primary Election

Chairman Hastings moved to acknowledge the Secretary of State Directive 2022-33: Unofficial and Official Canvasses of the May 3, 2022, Primary Election. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 3: CCBOE Public Records Request Policy

Chairman Hastings moved to approve the CCBOE Public Records Request Policy. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 4: Final approval of the ballot order for the May 3, 2022, Primary Election

Chairman Hastings moved to approve the final ballot order for the May 3, 2022, Primary 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 5: Acknowledgment of the withdrawal of candidates from the May 3, 2022, Primary Election

Chairman Hastings moved to acknowledge the withdrawal of candidates from the May 3, 2022, Primary Election as provided in the meeting materials. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 6: Acknowledgment of resignations from and appointment to elected office

Chairman Hastings moved to acknowledge the resignations from and appointment to elected office as provided in the meeting materials. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 7: Approval to Exercise Renewal Option One of Two for Contract with Tenex Software Solutions to provide Live Results Election Night Reporting in the amount not-to-exceed \$24,000.00 for the one-year period beginning June 1, 2022, through May 31, 2023

Chairman Hastings moved to approve to Exercise the Renewal Option One of Two for Contract with Tenex Software Solutions to provide Live Results Election Night Reporting in the amount not-to-exceed \$24,000.00 for the one-year period beginning June 1, 2022, through May 31, 2023. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 8: Approval of the personnel agenda

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

NEW BUSINESS

May 3, 2022, Primary Election Update

Director Perlatti provided an update on the May 3, 2022, Primary Election. The CCBOE has trained 3,449 poll workers and voting location managers, an average of 3.5 workers per precinct. Two polling locations in Solon and Lakewood will not have a Monday Night Organizational meeting. Those two locations will report one-half hour early for set-up on Election Day. The Election Officials Department has conducted Zoom meetings for poll workers interested in receiving refresher information and answering questions. On Saturday, April 30, 2022, a “Practice Makes Perfect” session for voting location managers will be held at the Halle Building. The session is hands-on, working with scanners, poll books, and Election Official trainers will be available to answer questions.

Early in-person voting will be open Friday, April 29, 2022, from 8:00 a.m. to 7:00 p.m., Saturday, April 30, 2022, from 8:00 a.m. to 4:00 p.m., Sunday, May 1, 2022, from 1:00 p.m. to 5:00 p.m., and Monday, May 2, 2022, from 8:00 a.m. to 2:00 p.m. As of Thursday, April 28, 2022, Early in-person voting has processed 2,970 voters, an increase. The CCBOE anticipates exceeding over 5,000 voters for the May 3, 2022, Primary Election. The of over 1,000 voters from 2018, when there were 1,927. Also, in 2018 there was a final total of 3,583 Early in-person voters CCBOE has been made aware there will be about 300 individuals participating in “Souls to the Polls.”

Vote-by-Mail is down from the May 2018 Primary Election, where the Friday before the Election, the CCBOE had already processed 79,566 Vote-by-Mail (VBM) applications. As of Thursday, April 28, 2022,

the CCBOE has processed 33,242 VBM applications. The inability to mail a Voter Information Guide to voters has likely attributed to the voters not being prompted to reach out for Vote-by-Mail ballot applications. The ballot return for the May Primary is at 55% when generally, the CCBOE receives about an 85% return rate for the vote-by-mail ballots. The CCBOE has averaged approximately 2,000 VBM ballots coming back daily. If the trend continues, the return rate will be at 75%. If the return rate increases to 2,750, the return rate will be 85%, which is the typical benchmark. The last day for vote-by-mail ballot applications is noon on Saturday, April 30, 2022. VBM ballots must be postmarked by Monday, May 2, 2022, or voters can bring their ballots to the CCBOE drop box by 7:30 p.m. on Tuesday, May 3, 2022.

The CCBOE anticipates a 20% voter turnout at the polls on Election Day. The election equipment delivery is on schedule but has been slightly delayed this week due to a COVID outbreak with Berman's delivery staff. Berman's has increased delivery drivers since Thursday and will complete the equipment deliveries by Monday, May 2, 2022. There are sufficient resources to work at the Halle building on Election Night.

In November 2021, there was an issue with van drivers calling off. For the May 3, 2022, Primary, the CCBOE is working with Willow Security, which provides a portion of the van drivers; Cuyahoga County Public Works will also provide drivers. For backup, the Cuyahoga County Sheriff's office will have approximately 12 deputy sheriffs on call to fill any shortages.

Chairman Hastings asked how voters were notified of polling location changes. Director Perlatti stated that affected voters were sent a letter from the CCBOE advising of the changes. Additionally, there have been media announcements. Previous voting locations will have signage posted, including the CCBOE phone number for any questions. Poll workers can also assist voters who were assigned new locations and provide a printed receipt indicating the new voting location.

Voter Information Guide Update

Director Perlatti stated that at the March 7, 2022, board meeting, the Board approved sending the Voter Information Guide. Discussions then took place regarding the CCBOE waiting to send the guide due to the uncertainty of redistricting and if the election would be moved. The May 3, 2022, Primary date was finally locked down about March 31, 2022, just days before the opening of absentee voting. Due to the timeline involved with the production and mailing of the Voter Information Guide, most voters would not have benefited from the notice as it would be delivered just days before or even after the May 3, 2022, Primary Election. Therefore, the CCBOE did not send a May 3, 2022, Primary Election Voter Information Guide.

The print vendor for the Voter Information Guide, Angstrom, previously agreed to hold the pricing for 90 days. The CCBOE should know when the August primary will be held by the end of May. When the August Primary is determined, the CCBOE should be able to act on the Angstrom bid to print and mail an August Primary Voter Information Guide. Chairman Hastings asked when the 90-day extension expires. Director Perlatti stated if the election would be on August 2, 2022, the vendor would need to be advised by June 5, 2022, and have artwork to the printer by June 10, 2022. The Voter Information Card would be arriving in mailboxes around the time the CCBOE starts mailing out absentee ballots that have been requested by voters.

PUBLIC COMMENT

Reverend Pinkney Butts provided public comment regarding items on the agenda.

At 10:00 a.m. Chairman Hastings motioned to go into executive session for the purpose of discussing employee compensation. Board Member Wondolowski seconded, and a roll call was taken, and each Board Member voted in the affirmative.

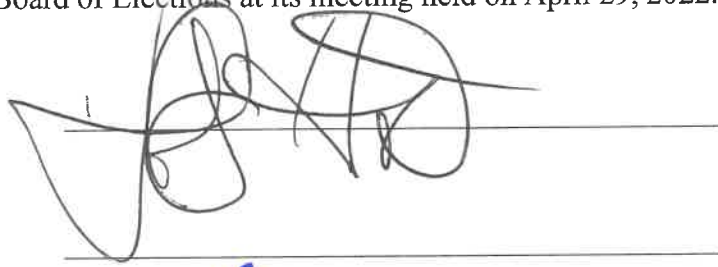
At 10:10 a.m., after returning from the executive session, Chairman Hastings motioned to come out of the executive session. Board Member Wondolowski seconded, and a roll call was taken, and each Board Member voted in the affirmative.

Board Member Wondolowski read the following motion: “The 2020 Presidential Primary and General Elections along with this 2022 Primary Election have been three of the most challenging elections this agency has encountered since the implementation of voting on paper ballots in 2008. In between these three unprecedented elections was 2021 in which we had seven elections including four election dates within a 112-day window. The successful execution of these elections have been possible in large part because of the managers’ work ethic, knowledge, leadership and excellent dedication to our agency and the voters of Cuyahoga County. For the managers who have served in the capacity of manager since 2020 and did not receive a monetary adjustment attributed to the 2021 Archer Company Report I move to award: Lori Acosta, Becky Brake, Brian Cleary, Betty Edwards, Brent Lawler, Robin Roy, Victor Rush and Kendra Zusy a one dollar and fifty cent increase to their hourly wage rate effective pay period one of 2022. These increases to the managers hourly rates maintain their salaries within the Archer Company’s salary ranges assigned to their respective job titles.” Board Member Stickman seconded. The motion passed unanimously.

Chairman Hastings moved to recess the meeting at 10:11 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 29, 2022.

Jeff Hastings, Chairman

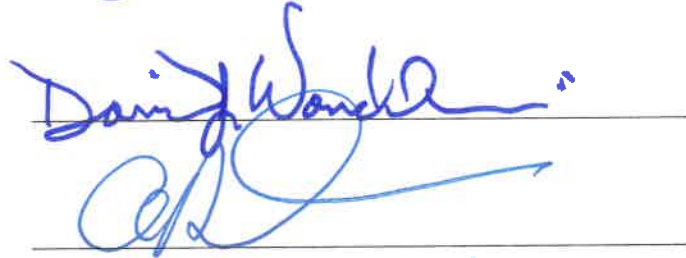


Inajo Davis Chappell, Board Member



Lisa M. Stickan, Board Member

David J. Wondolowski, Board Member



Anthony Perlatti, Director