

VOTE CUYAHOGA COUNTY BOARD OF ELECTIONS

Board Meeting
12/14/2022

Attending:

Jeff Hastings, Chairman
Inajo Davis Chappell, Board Member
Terence M. McCafferty, Board Member
Lisa M. Stickan, Board Member
Anthony Perlatti, Director
Tony Kaloger, Deputy Director

Mary Bejjani, Clerk to the Board
Skip White, Clerk to the Board

The Cuyahoga County Board of Elections Meeting began at 9:33 a.m. Hereinafter referred to as the CCBOE/Board.

Chairman Hastings noted that all Board Members were in attendance.

Agenda Item 1: Approval of the minutes from the November 21, 2022, Board Meeting

Chairman Hastings moved to approve the minutes from the November 21, 2022, Board Meeting. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 2: Acknowledgment of municipal ward boundaries and corresponding precinct boundaries for: Bay Village, Berea, Brook Park, Fairview Park, Garfield Heights, and Parma

Director Perlatti stated that based on the Decennial U.S. Census, the Ohio Revised Code (ORC) requires the six statutory municipalities to review their population data and rebalance city wards. There are six communities in Cuyahoga County that are statutory with remaining municipalities being governed by a charter. These charter communities are also required to undertake the foregoing review. Each city council is responsible for drawing its ward boundaries and adopting legislation approving these boundaries. The legal descriptions are then provided to the CCBOE. The CCBOE is then mandated to re-draw the precincts where necessary. Per the ORC, precincts cannot be larger than 1,400 voters, cannot cross ward lines, and should minimize splits to Congressional, Ohio Legislature, and school districts. The CCBOE is focusing on completing precinct maps for those cities with filing deadlines prior to June 2023.

Once the precinct boundaries are approved, the voter registration system will be updated with the changes, and letters will be sent to impacted voters explaining why the modifications were made.

John Eddy, the Senior GIS Technician, explained the mapping software used to analyze the wards and make any necessary precinct changes. Director Perlatti stated additional cities' ward boundary changes will be forthcoming in 2023, including the City of Cleveland.

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

Prior to today's acknowledgment of municipal ward and precinct boundaries for Bay Village, Berea, Brook Park, Fairview Park, Garfield Heights, and Parma, Director Perlatti stated as a courtesy, the CCBOE contacted each Mayor and Clerk of Council and requested the proposed precinct maps be disseminated to their Council for review. He further stated that the CCBOE staff had reached out to each cities' Council Clerks and was advised that their leadership agreed with the CCBOE's recommendations.

Chairman Hastings moved to acknowledge the municipal ward boundaries and corresponding precinct boundaries for: Bay Village, Berea, Brook Park, Fairview Park, Garfield Heights, and Parma. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 3: Acknowledgment of resignations from and appointments to elected office

Chairman Hastings moved to acknowledge the resignations from and appointments to elected office as provided in the meeting material. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 4: Early In-Person Voting PEO Performance Report from the November 8, 2022, General Election

Steve Doell, Candidate and Petition Services Supervisor, presented a summary regarding the Early In-Person Voting PEO Performance Reports from the board packet.

Chairman Hastings moved to acknowledge the Early In-Person Voting PEO Performance Report from the November 8, 2022, General Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 5: Approval of vouchers

Chairman Hastings asked if the voucher for Midwest Direct for \$580,328.42 was a CCBOE contracted amount and if the amount was included in the budget. Shaunquitta Walker, Fiscal Services Manager, stated the CCBOE budgeted for more, and the final invoiced amount was less than the budgeted amount. Chairman Hastings asked how Midwest Direct performed. Director Perlatti stated they performed well. Midwest was ahead of schedule in deliveries of Election Day ballots, and they timely mailed the Vote-by-Mail ballot requests. The CCBOE initially anticipated a two-page ballot, and one-third of the County required a three-page ballot. The additional printing takes more effort and resources to accommodate those voters.

Chairman Hastings asked for an example of the MNJ Technologies Table C Ancillary items supporting EIP voting. Director Perlatti stated the Table C funding was approved from additional appropriations requested from County Council. The MNJ Technologies voucher is for purchasing 44 new laptops, trackpads, and scanners for use in Early-in-Person (EIP) voting. The laptops currently being used will be out of compliance with cyber security requirements. The new scanners will be able to pair up with the Ballot on Demand functionality for the new voting equipment.

Chairman Hastings moved to approve the vouchers set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Walk-on Agenda Item: Acknowledgment of Secretary of State Directive 2022-48: Appointments to the Board of Elections in Each County for Full Terms Commencing March 1, 2023; Board's 2023 Reorganization

Chairman Hastings moved to acknowledge Secretary of State Directive 2022-48: Appointments to the Board of Elections in Each County for Full Terms Commencing March 1, 2023; Board's 2023 Reorganization. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 6: Approval of the personnel agenda

Chairman Hastings moved to approve the personnel agenda set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

New Business

Capital Improvements Update

Director Perlatti updated the Board regarding CCBOE capital improvement projects required at both the Halle and Hughes Buildings.

At the Halle Building, one elevator needs significant repairs and the two other elevators need replaced. It is expected to take eight to twelve months to replace an elevator. Going into the 2024 Presidential Election year, the CCBOE will function with one elevator. Board Member Davis Chappell stated there should be a priority due to the safety issues regarding elevator leveling and someone being injured. She said there are a lot of details about how to fix the freight elevators and the potential safety hazards and risks and asked if the owners have been notified. Director Perlatti stated the Greystone owners have been notified.

Chairman Hastings asked if the CCBOE could also look into having the cement flooring for the dock be leveled to facilitate the movement of carts during election night.

Board Member Davis Chappell stated her concern about the lack of elevator access for the 2024 elections. The CCBOE has previously discussed with the County moving the CCBOE into a building that will adequately address the issues. Director Perlatti added there are also issues with the roof leaking at the Halle Building, which affects the storage of election supplies. Repairs to the roof are scheduled to begin in the Spring of 2023.

The cooling units for the server room at the Hughes Building will be installed by the end of 2022. Additionally, the CCBOE has been lobbying the County for a permanent generator. The County agreed to purchase a permanent unit, which will be installed in the parking lot and use 2-4 parking spaces. The generator will cost approximately \$500,000 and is built to order, and because of chain supply issues, it will take about 65 weeks to construct and should be installed by the summer of 2024.

General rehabilitation will also be taking place in 2023 at the Hughes Building. Updates will include rehabbing the bathrooms, kitchenettes, and breakrooms. There will also be space modifications on floors two through four to improve the workspace and storage efficiency. Public Works will oversee the projects and has hired Makovich & Pusti Architects, to develop and oversee the plans along with the County Project Coordinator. Public Works will do a portion of the work, and part of the work will be bid out.

At the Hughe's Building, there are also increasing issues with parking availability during the election cycle, which the CCBOE discussed with Mike Dever, Director of Public Works. In addition, to the elevator issues at the Hall Building. Mr. Dever recommends finding a new building that would accommodate the entire agency or acquiring a space large enough to house EIP voting with ample parking and moving the Ballot and Election Support Departments from the Halle Building to the same location. The departments in the Hughes Building could be transferred to the Halle Building and with the sale of the Hughes Building, the proceeds would then offset the procurement of the new building.

Chairman Hastings stated there should be Board members and CCBOE staff participating in the process. Board Member Davis Chappell noted that the CCBOE will not have the capacity with the freight elevators for the 2024 Presidential Election and should be incentivized to address these issues.

Director Perlatti said there is a second meeting with Public Workers on Thursday, December 15, 2022.

Public Works has invited the County Council Administration so they can effectively communicate the issues with County Council Members. Board Member Davis Chappell stated this impacts CCBOE operations. Director Perlatti will provide the Board with a summary of the projects and anticipated completion dates.

The next Board Meeting will take place December 22, 2022, at 9:00 a.m. for Certification of the Automatic Recount for the Cuyahoga County Common Pleas Court (FTC 1/12/2023).

Chairman Hastings acknowledged receipt of a letter from Election Systems & Software (ES&S) about the plans for the disposition of ES&S voting equipment. Director Perlatti will be updating the Board.

PUBLIC COMMENT

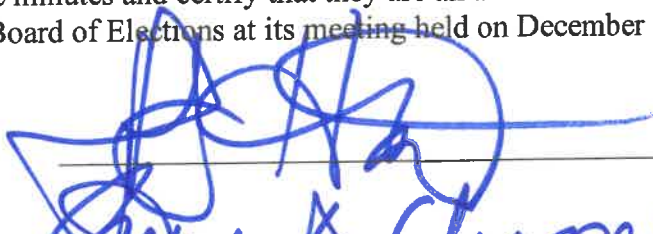
There was no public comment

EXECUTIVE SESSION

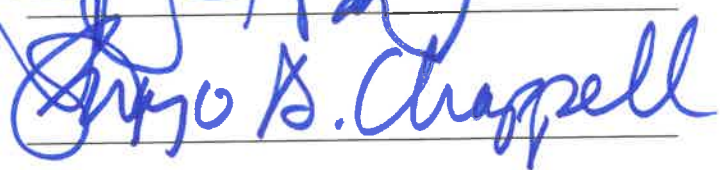
Chairman Hastings moved to recess the meeting at 10:36 a.m. Board Member Davis Chappell seconded. The motion passed unanimously.

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 December 14, 2022.

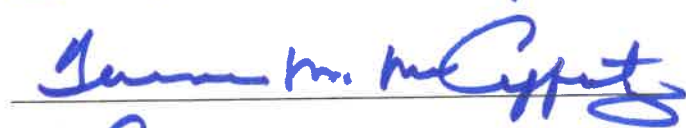
Jeff Hastings, Chairman



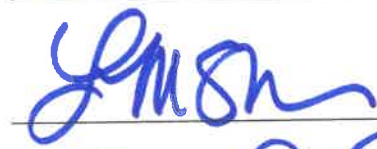
Inajo Davis Chappell, Board Member



Terence M. McCafferty, Board Member



Lisa M. Stikkan, Board Member



Anthony Perlatti, Director

