

# VOTE CUYAHOGA COUNTY BOARD OF ELECTIONS

**Board Meeting**  
**6/8/2023**

**Attending:**

Henry F Curtis, IV, 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

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

Chairman Curtis noted that all Board Members were in attendance.

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**Agenda Item 1: Approval of the minutes from the May 10, 2023, Board Meeting, and acknowledge an edit to the May 23, 2023, Agenda approving the April 28, 2023, minutes, not April 18, 2023.**

Chairman Curtis moved to approve the minutes from the May 10, 2023, Board Meeting and acknowledge an edit to the May 23, 2023, Agenda approving the April 28, 2023, minutes, not April 18, 2023. Board Member Davis Chappell seconded. Board Member Davis Chappell made a friendly amendment to page 2 of the May 10, 2023, minutes correcting the word from overreaching to overarching. The motion passed unanimously.

**Agenda Item 2: Acknowledgment of Secretary of State Directives: Directive 2023-08: Form of the Ballot and Other Requirements for the August 8, 2023, Special Election; Directive 2023-09: 2023 General Voter Records Maintenance Program; Directive 2023-10: Updated Instructions on Data Collection and Cancellation Procedures for Completion of 2019 National Change of Address ("NCOA") Process**

Chairman Curtis moved to acknowledge Secretary of State Directives: Directive 2023-08: Form of the Ballot and Other Requirements for the August 8, 2023, Special Election; Directive 2023-09: 2023 General Voter Records Maintenance Program; Directive 2023-10: Updated Instructions on Data Collection and Cancellation Procedures for Completion of 2019 National Change of Address ("NCOA") Process. Board Member Davis Chappell seconded. The motion passed unanimously.

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

**Agenda Item 3: Acknowledgment of municipal ward boundaries and corresponding precinct boundaries for Bedford**

Chairman Curtis moved to acknowledge the municipal ward boundaries and corresponding precinct boundaries for Bedford. Board Member Stickan seconded. The motion passed unanimously.

**Agenda Item 4: Acknowledgment of the disposal of 365 ES&S AutoMark Ballot Marking devices, and 1,125 ES&S DS200 Optical Scanners**

Chairman Curtis moved to acknowledge the disposal of 365 ES&S AutoMark Ballot Marking devices, and 1,125 ES&S DS200 Optical Scanners. Board Member Davis Chappell seconded. The motion passed unanimously.

**Agenda Item 5: Acknowledgment of the Agreement of Permanent Transfer via Donation of Voting Equipment to Franklin and Lorain counties**

Chairman Curtis moved to acknowledge the Agreement of Permanent Transfer via Donation of Voting Equipment to Franklin and Lorain counties. Board Member Davis Chappell seconded. The motion passed unanimously.

**Agenda Item 6: Certification of the Amended Official Results of the May 2, 2023, Primary Election**

Brian Cleary, Ballot Department Manager, presented information from the Board Packet regarding the amended results from the May 2, 2023, Primary Election. Mr. Cleary stated the only results that changed were from the Election Day category. All the other categories stayed the same. Three hundred fifty ballots were in the unofficial canvass but not in the official canvass. The amendment did not change the outcome in any race. The change affected six precincts, four in Beachwood and two in Parma. Board Member Davis Chappell asked what happened with the six precincts? Mr. Cleary stated while some Ballot staff were conducting equipment testing, while other staff were uploading the sticks. They were to highlight when the sticks were completed. However, the sticks were not uploaded. In the secondary check, it was missed. Board Member Davis Chappell asked how the difference was discovered. Mr. Cleary stated when the voter history was sent, it was determined the count was off by 350 ballots. The results were in the unofficial count but not in the official results. Board Member Davis Chappell said the trip-wire functions in place helped catch this situation. Director Perlatti stated yes, and it is a layered approach to refine the processes. He further clarified there were no new ballots found.

Chairman Curtis moved to certify the amended official results of the May 2, 2023, Primary Election. Board Member Davis Chappell seconded. The motion passed unanimously.

**Agenda Item 7: Certification of the post-election audit results from the May 2, 2023, Primary Election for Brooklyn Zoning Amendment GB Zoning (Issue 10)**

Mr. Cleary presented information from the Board Packet regarding the certification of the post-election audit results from the May 2, 2023, Primary Election for Brooklyn Zoning Amendment GB Zoning (Issue 10).

Chairman Curtis moved to approve the certification of the post-election audit results from the May 2, 2023, Primary Election for Brooklyn Zoning Amendment GB Zoning (Issue 10). Board Member Davis Chappell seconded. The motion passed unanimously.

**Agenda Item 8: Preliminary approval of the ballot order for the September 12, 2023, Primary Election**

Chairman Curtis moved to approve the preliminary ballot order for the September 12, 2023, Primary Election. Board Member Davis Chappell seconded. The motion passed unanimously.

**Agenda Item 9: Acknowledgment of candidate withdrawals**

Chairman Curtis moved to acknowledge the candidate withdrawals, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

**Agenda Item 10: Acknowledgment of appointment to elected office**

Chairman Curtis moved to acknowledge the appointment to elected office, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

**Agenda Item 11: Acknowledgment of Early In-Person Voting PEO Performance Report from the May 2, 2023, Primary Election**

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

Chairman Curtis moved to acknowledge the Early In-Person Voting PEO Performance Report from the May 2, 2023, Primary Election, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

**Agenda Item 12: Acknowledgment of the PEO Performance Report for the May 2, 2023, Primary Election**

Marlene Robinson Statler, Election Officials Assistant Manager, presented information from the board packet regarding the Precinct Election Official (PEO) Performance Report.

Chairman Curtis moved to acknowledge the PEO Performance Report for the May 2, 2023, Primary Election, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

**Agenda Item 13: Preliminary authorization for the allocation of voting booths for the September 12, 2023, Primary Election. Allocation quantities are based on one voting booth for every 175 registered voters per polling location. A total of 2,608 voting booths will be allocated + 318 ClearCast Go scanners + 159 ADA ClearAccess voting units and 318 Electronic Poll Books**

Chairman Curtis moved to approve the preliminary authorization for the allocation of voting booths for the September 12, 2023, Primary Election. Allocation quantities are based on one voting booth for every 175 registered voters per polling location. A total of 2,608 voting booths will be allocated + 318 ClearCast Go scanners + 159 ADA ClearAccess voting units and 318 Electronic Poll Books. Board Member Davis Chappell seconded. The motion passed unanimously.

**Agenda Item 14: Approval of contracts and resolutions for a) Midwest Direct - Ballot Printing; b) Tenex Software Solutions - Election Night Reporting**

Patrick McAlea, Fiscal Services Assistant Manager, presented information from the board packet regarding the contract and resolution for Midwest Direct. Mr. McAlea stated the Fiscal Department recommends the Board award the contract with Midwest Direct for ballot printing and vote-by-mail (VBM) mailing services. The recommended bidder was not the lowest. After reviewing the bids and touring both facilities, it is recommended to proceed with Midwest Direct, as the other vendor's operations viewed during the tour currently cannot meet the needs of CCBOE elections. Board Member Davis Chappell asked who the lowest bidder was? Mr. McAlea stated the lowest bidder was Integrated Voting Systems. Director Perlatti provided details on the review process of the ballot printing bids and how it was determined to select Midwest Direct over the Integrated Voting Systems bid.

Mr. Eric Kozlowski, CEO of Integrated Voting Systems, provided public comment on the award of the ballot printing contract.

*A transcript of this hearing can be obtained by contacting Mary Bejjani, CCBOE Clerk to the Board at 216-443-6430/mbejjani@cuyahogacounty.gov.*

Chairman Curtis moved to approve the contract and resolution for Midwest Direct - Ballot Printing as the most qualified and responsible proposal. Board Member Davis Chappell seconded. The motion passed unanimously.

Mr. McAlea presented information from the board packet regarding the contract and resolution for Tenex Software Solutions - Election Night Reporting.

Chairman Curtis moved to approve the contract and resolution for Tenex Software Solutions - Election Night Reporting. Board Member Davis Chappell seconded. The motion passed unanimously.

**Agenda Item 15: Approval of vouchers and resolutions**

- a) Tenex Software Solutions - Electronic Pollbooks Maintenance and Licensing
- b) Ohio Desk
- c) Angstrom Graphics - Voter Information Guide
- d) Weekley's Mailing Services - Vote-by-Mail Applications
- e) Clear Ballot Group, Inc - Service Days

Chairman Curtis moved to approve the vouchers and resolutions for agenda items: a) Tenex Software Solutions; b) Ohio Desk; c) Angstrom Graphics; d) Weekley's Mailing Services; and e) Clear Ballot Group, Inc. Board Member Davis Chappell seconded. Board Member Davis Chappell made a friendly amendment to change the Clear Ballot Group, Inc Resolution Resolved Clause to reflect service days instead of training days. The motion passed unanimously.

**Agenda Item 16: Approval of the personnel agenda**

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

**NEW BUSINESS**

Director Perlatti provided updates for the August 8, 2023, Special Election. He stated that the Election Officials Department has emailed individuals asking them to work for the upcoming August Election and to notify the CCBOE if they are unavailable. There are over 3,500 people who are potentially available, and

the CCBOE will reach out to those individuals again to sign-up for training, which begins on June 10, 2023. Training will start with those who worked in May under the changes of House Bill 458 and only need training on the new voting equipment. Additional sessions will be conducted for the new poll workers and returning workers who require training on House Bill 458 and the new voting equipment. Training scheduled in June will take place at the CCBOE Hughes Building and the RTA Harvard Garage Training Center. The goal is to have fifty percent of the poll workers trained by the end of June. Early-In-Person Voting will begin in July; training will be scheduled at other locations that can store equipment. The CCBOE has received almost 3,000 Vote-by-Mail (VBM) Applications. By Monday, June 12, 2023, the August 8, 2023, Primary Election will be locked in, and the data entry of the applications can then begin. The CCBOE has been promoting the VBM program. The Election Support Department has sent out polling location contracts, and 18 locations are outstanding to return the signed contract. Those locations have verbally committed that the contracts will be signed and returned. One site in South Euclid will likely be moved to another planned location, which should be finalized in the coming days. Once the locations are finalized, the Ballot Department can complete the ballot creation, which will be the first time it will be done under the Clear Ballot system.

Director Perlatti provided the Board with an update on the funding needed to conduct the August 8, 2023, Special Election.

### **PUBLIC COMMENT**

### **EXECUTIVE SESSION**

There was no executive session.

Chairman Curtis moved to adjourn the meeting at 10:35 p.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 June 8, 2023.

Henry F Curtis, IV, Chairman

  
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Inajo Davis Chappell, Board Member

  
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Terence M. McCafferty, Board Member

  
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Lisa M. Stickan, Board Member

  
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Anthony Perlatti, Director

  
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