

VOTE CUYAHOGA COUNTY BOARD OF ELECTIONS

**Board Meeting
6/21/2023**

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

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.

Agenda Item 1: Approval of the minutes from the May 23, 2023, Board Meeting

Chairman Curtis moved to approve the minutes from the May 23, 2023, Board Meeting. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 2: Acknowledgment of Secretary of State Directive 2023-11: Revised Form of the Ballot for the August 8, 2023 Special Election

Chairman Curtis moved to acknowledge Secretary of State Directive 2023-11: Revised Form of the Ballot for the August 8, 2023 Special Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 3: Acknowledgment of municipal ward boundaries and corresponding precinct boundaries for Westlake and Olmsted Township

Chairman Curtis moved to acknowledge municipal ward boundaries and corresponding precinct boundaries for Westlake and Olmsted Township. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 4: Approval to outsource the printing of Vote-by-Mail ballots for the September 12, 2023, Primary Election and the November 7, 2023, General Election

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

Chairman Curtis moved to approve to outsource the printing of Vote-by-Mail ballots for the September 12, 2023, Primary Election and the November 7, 2023, General Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 5: Acknowledgment of candidate withdrawal

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

Agenda Item 6: Certification of Candidates to the September 12, 2023, Primary Election

Director Perlatti noted that Richard Trojanski, candidate for Maple Heights Council District 6, was acknowledged as a candidate withdrawal due to insufficient petition signatures. Mr. Trojanski then refiled before the filing deadline, and those petitions were sufficient to certify his candidacy for the September 12, 2023, Primary Election.

Chairman Curtis moved to certify candidates to the September 12, 2023, Primary Election, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 7: Certification of Candidates Nominated without Primary Election to the Nov. 7, 2023, General Election (primaries eliminated per ORC 3513.02; also known as "in-lieu")

Chairman Curtis moved to certify the Candidates Nominated without Primary Election to the Nov. 7, 2023, General Election (primaries eliminated per ORC 3513.02; also known as "in-lieu"), as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 8: Certification of Candidates to the November 7, 2023, General Election

Chairman Curtis moved to certify the Candidates to the November 7, 2023, General Election, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 9: Authorization to pay: 290 Voting Location Managers x \$275 = \$79,750; 314 Voting Location Deputies x \$275 = \$86,350; 3,264 Precinct Election Officials x \$250 = \$816,000; 150 Election Substitute Officials x \$100 = \$15,000 for the August 8, 2023, Special Election

Chairman Curtis moved to authorize to pay: 290 Voting Location Managers x \$275 = \$79,750; 314 Voting Location Deputies x \$275 = \$86,350; 3,264 Precinct Election Officials x \$250 = \$816,000; 150 Election Substitute Officials x \$100 = \$15,000 for the August 8, 2023, Special Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 10: Authorization to process payment in the amount not-to-exceed \$47,660.00 for ninety-three (93) private voting locations, four (4) CMHA properties, and one (1) Zone station being used for the August 8, 2023, Special Election

Chairman Curtis moved to authorize to process payment in the amount not-to-exceed \$47,660.00 for ninety-three (93) private voting locations, four (4) CMHA properties, and one (1) Zone station being used for the August 8, 2023, Special Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 11: 11. Approval of contract and resolution a) Democracy Live

Shaunquitta Walker, Fiscal Services Manager, presented information regarding the contract and resolution for Democracy Live.

Chairman Curtis moved to approve the contract and resolution for Democracy Live. Board Member Davis Chappell seconded. 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

August 8, 2023, Special Election Update

Deputy Director Kaloger provided an update on the August 8, 2023, Special Election. The CCBOE is 47 days away from the August Election. The voter guide is in production and will be mailed the week of June 26, 2023. The Ballot Department currently has Clear Ballot on-site assisting with the coding of the ballot, and Ballot staff is proofing the ballots. The Vote-by-Mail department has processed over 6,500 ballot applications. Comparing the data from 48 days before an election, for the August 2022 election, the CCBOE had received 1,000 ballot applications, and for the November 2022 election, there were 89,000. On Thursday, June 22, 2023, there will be a public view of the ballots. There are currently 86 requests for UOCAVA ballots which will be mailed on June 23, 2023. The Election Support Department has completed all of the ADA assessments. All 291 voting locations have been locked in for the Election. The CCBOE is receiving close-caged transportation carts for the polling location equipment and supply bags. The carts were purchased as ancillary equipment and are closed caged units that can be locked. The Election Officials Department has been very busy training election day workers, who require hands-on training for the new voting equipment. Almost 20% of the election day workers have been trained so far. Candidate and Petition Services is conducting a Campaign Finance Seminar on June 21, 2023, with over 70 individuals attending the training. The Human Resources and Registration Departments are working together to prepare for hiring individuals to work on the State petitions which are expected to arrive after July 4, 2023. The Community Outreach Department will be holding six events throughout the County. They will be highlighting the new voting equipment and changes to the election laws due to House Bill 458. The voter experience will be the same with the new equipment. Voters will receive a paper ballot and fill in their choices; only the machine they slide the ballot into is different. The ADA equipment will be an improvement as the technology is now 20 years newer and the equipment is easier to use and interact with. Board Member Davis Chappell asked where the Community Outreach Events will be held? Mike West, Community Outreach Manager, stated four libraries had been confirmed, and Outreach is waiting for confirmation from the City of Cleveland Recreation Department. Additionally, the RTA Harvard Garage Training Center will be a central location for the ADA demonstrations. Once the Community Outreach schedule is completed the details will be shared with the public. Registration closes on July 10, 2023, and Early-In-Person Voting and the mailing of Vote-by-Mail ballots will begin on July 11, 2023.

Director Perlatti stated that on June 20, 2023, the Secretary of State sent all 88 counties revised ballot language for the August Election. The ballot language contains three bullets, and one of the bullets had an older version of the language and not the new language agreed to by the Ballot Board on June 13, 2023. All the counties are now in the position of re-laying out the ballot and will need to do additional proofing. The Ballot Department will work with Clear Ballot to correct the changes in time for Friday, June 23,

2023, which is the start of UOCAVA. Board Member Davis Chappell asked if the language had to go back to the Court to be approved. Assistant Prosecutor Musson stated that only if there are challenges to the language. Director Perlatti also recognized Becky Brake, the Election Officials Manager, and the Election Official team for working under high pressure to figure out the new equipment training, which has not been done at the CCBOE since 2009. The department is training people on an expedited schedule while the staff is learning the equipment simultaneously.

CCBOE New Operation Center Update

Director Perlatti provided an update on a new CCBOE Operation Center. Director Perlatti, Deputy Director Kaloger, Fiscal Services Manager Shauquitta Walker, with Assistant Manager Patrick McAlea visited four locations with Cuyahoga County Public Works and the County's Real Estate Firm under contract. The locations visited included The Plain Dealer Building (PD) on 18th and Superior, a warehouse on East 72nd Street, Reserve Square on 12th and Superior, and St. Vincent Charity Hospital. The walkthroughs were beneficial and brought clarity to the process. The building that the Director and Deputy Director view above the others as best suited for the CCBOE is the Plain Dealer Building. The building requires the least amount of work that is move-in ready with minor cosmetic changes needed. There is a loading dock, and the voting equipment can be stored on the first floor versus moving equipment to secondary floors for each Election. The property also has plenty of controlled parking. The PD building also looks to be the most economical of all the four buildings. The next step is on July 7, 2023; the CCBOE will meet with the County to recap the pros and cons of each location. The Board discussed the upcoming processes to support and secure a location that best fits the needs of the CCBOE. Director Perlatti will continue to update the Board.

Secretary of State Public Integrity Division

Director Perlatti stated the Secretary of State started a new Public Integrity (PI) Division to help further investigate items related to election integrity. Deputy Director Kaloger has been talking with the manager of the division regarding the recent East Cleveland residency hearings. The SOS PI Division can conduct additional investigations before the CCBOE sends the referral to the Prosecutor's Office. The CCBOE is putting together a packet from the residency hearings, including information learned through the hearings. At the next Board Meeting, the CCBOE will ask for a Motion to refer the information to the SOS PI Division to conduct additional research.

Additionally, there will be a Motion at the next meeting to refer to issues regarding registration cards submitted from Black Fork. Black Fork has been working in the State of Ohio, and multiple counties have encountered issues with potential registration cards being submitted from deceased individuals. The CCBOE will provide information that the Registration Department is completing, recommending the referral to the SOS PI Division for further investigation.

Board Member Davis Chappell asked if each individual instance will be looked at to determine if it would be referred to the SOS PI Division first, and will this now take the place of referring a case directly to the Prosecutor's Office as a general rule? Director Perlatti stated referrals would be evaluated on a case-by-case basis and added these types of cases are not something that happens regularly. The Cuyahoga County Prosecutor's Office has limited staff available to investigate these types of referrals, and the SOS PI Division will be more focused on these types of investigations. Assistant Prosecutor Musson stated it is an interaction between the Board and the SOS as the CCBOE has the duty to investigate potential violations under Ohio Revised Code Title 35. It will help to have the SOS PI Division, which will specialize in and have the resources for these types of investigations, and then assemble a package to provide the Prosecutor's Office. It then makes it easier for the Prosecutor's Office to make an assessment. Board Member Davis Chappell stated it does make sense for referrals to go to the SOS first.

Additionally, Director Perlatti updated the Board on the carpeting in Hughes Building that is currently being installed. The second floor is almost finished. Once the second floor is completed, the installers will begin working on the third floor.

Regarding the September 12, 2023, Primary Election, Director Perlatti stated that Primary Election would include two wards, one in Garfield Heights, which is two precincts, and one in Maple Heights, which is also two precincts. Because of the size of the Election, many functions will be done in-house by CCBOE staff. The Election Support Department will deliver the voting equipment and handle the roover duties. The Election Officials Department will be working at the polling locations, providing staff with additional experience with the new voting equipment and the changes with provisional voting. A few additional poll workers may need to be hired for the Election. The Ballot Department will print the ballots in-house with the on-demand printers. The CCBOE will also initially print the vote-by-mail ballots, and if the volume is excessive, the files can be sent to Midwest for ballot printing and mailing.

The Board presented a Resolution Upon the Retirement to Betty Grant Edwards, Registration Manager, for her twenty-one years of service at the CCBOE.

PUBLIC COMMENT

There was no public comment

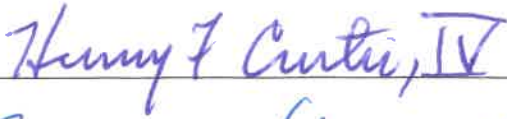
EXECUTIVE SESSION

There was no executive session

Chairman Curtis moved to adjourn the meeting at 10:19 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 21, 2023.

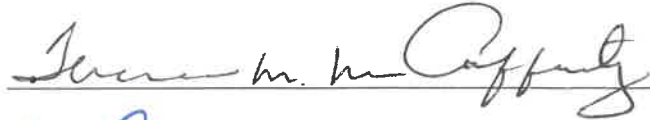
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