

VOTE CUYAHOGA COUNTY BOARD OF ELECTIONS

Board Meeting
8/7/2023

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 July 17, 2023, Board Meeting

Chairman Curtis moved to approve the minutes from the July 17, 2023, Board Meeting. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 2: Follow-up to Stephanie McCarroll-King's voter registration challenge

Deputy Director Kaloger provided a follow-up summary of the facts regarding Stephanie McCarroll-King's voter registration challenge, as provided in the board materials. Chairman Curtis noted on page two of the summary of facts that the CCBOE has had a policy of sending a letter to the voter notifying the voter that they voted in the wrong precinct/wrong location and includes the voter's correct voting precinct. The summary of facts also states Ms. McCarroll-King did not vote in the East Cleveland Mayoral Recall Election in question. Therefore it would be within the purview of the Board where the CCBOE could send her a letter stating she voted in the wrong location and that she is to vote in the correct location.

A transcript of the hearings can be obtained by contacting Mary Bejjani, CCBOE Clerk to the Board at [216-443-6430/mbejjani@cuyahogacounty.gov](mailto:mbejjani@cuyahogacounty.gov).

Board Member Davis Chappell made a motion to treat Ms. McCarroll-King as the CCBOE has with other voters who voted in the wrong precinct/wrong location. CCBOE staff will mail Ms. McCarroll-King a letter and acknowledge in the letter that she did change her registration address as well. Board Member Stickan made a friendly amendment to add that the CCBOE acknowledges the correction. Board Member Stickan's stated that would be consistent with how the CCBOE deals with a situation such as this. Board Member Stickan's concern was that this was starting to become a pattern, and the letter could address the importance of living where you vote. Board Member Davis Chappell stated Ms. McCarroll-King corrected

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

her address, unlike others, which makes this distinguishable. Chairman Curtis seconded. The motion passed unanimously.

Agenda Item 3: Acknowledgment of the Ballot Proofs for the September 12, 2023, Primary Election in accordance with the Ballot Proofing Policy approved by the Board at the March 12, 2021, Board Meeting

Chairman Curtis moved to acknowledge the Ballot Proofs for the September 12, 2023, Primary Election in accordance with the Ballot Proofing Policy approved by the Board at the March 12, 2021, Board Meeting. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 4: Acknowledgment of resignations from, and appointment to elected office

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

Agenda Item 5: Acknowledgment of candidate withdrawal from the November 7, 2023, General Election

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: Final 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 26 voting booths will be allocated + 4 ClearCast Go scanners + 2 ADA ClearAccess voting units and 4 Electronic Poll Books

Chairman Curtis moved to authorize the final allocation of voting booths for the August 8, 2023, Special Election. Allocation quantities are based on one voting booth for every 175 registered voters per polling location. A total of 26 voting booths will be allocated + 4 ClearCast Go scanners + 2 ADA ClearAccess voting units and 4 Electronic Poll books Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 7: Approval of vouchers and resolutions for a) DIMS Maintenance (ESSVR, LLC), b) Voter Information Guide for the September 12, 2023, Primary Election (Angstrom Graphics)

Shaunquitta Walker, Fiscal Services Manager, presented information regarding the voucher and resolution for a) DIMS Maintenance (ESSVR, LLC), as set forth in the board materials. Director Perlatti stated that DIMS is the database that the CCBOE does everything out of. The annual maintenance fee for the DIMS voter registration system is also born out of the litigation years ago between the County and DIMS. The DIMS renewal was included as part of the settlement since approximately 2018, which the CCBOE pays an annual amount, which is a fair amount compared to other agencies. There is a 3% indicated up. It is an automatic renewal until the CCBOE decides to terminate the agreement. Board Member Davis Chappell asked if this is an ES&S product? She asked, in addition to the other matter coming up, what other things is ES&S doing for the CCBOE that will continue beyond the hardware piece now that the CCBOE has moved on to Clear Ballot? Director Perlatti stated this is an ES&S product, and this will now be the only ES&S item.

Chairman Curtis moved to approve the voucher and resolution for a) DIMS Maintenance (ESSVR, LLC). Board Member Davis Chappell seconded. The motion passed unanimously.

Ms. Walker presented the voucher and resolution information regarding item b) Voter Information Guide for the September 12, 2023, Primary Election (Angstrom Graphics), as set forth in the board materials. Director Perlatti stated typically, the CCBOE sends out a request for bid for the Voter Guide, but due to the size of the September Election, being four precincts, the price point is small. The Director has discretion under \$5,000. Angstrom provided a quote for \$1,200. The CCBOE does not want to deviate from the practice of sending the Voter Guide no matter how small an election.

Chairman Curtis moved to approve the voucher and resolution for b) Voter Information Guide for the September 12, 2023, Primary Election (Angstrom Graphics). Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 8: Approval to terminate contract with ES&S

Ms. Walker presented information regarding the termination of the contract with ES&S for the Hardware and Software Maintenance and Support Service Agreement. Board Member Davis Chappell asked when the termination date would be effective. Ms. Walker stated the termination date would be 30 days from the date ES&S receives the notice. Board Member Davis Chappell asked if ES&S knew the notice was coming? Director Perlatti stated yes, and the notice is a formality regarding the annual maintenance of the voting equipment and does not impact the separate DIMS piece.

Chairman Curtis moved approve to terminate contract with ES&S. Board Member Davis Chappell seconded. The motion passed unanimously.

NEW BUSINESS

August 8, 2023, Special Election Update

Director Perlatti provided an update on the August 8, 2023, Special Election. He stated the Electronic Poll Books were loaded into transportation vehicles this morning for deployment to the polling locations. The Early In-Person (EIP) voting window was successful. The last weekend was very busy. On Saturday, the CCBOE had 1,985 voters. On Sunday, the CCBOE was open for four hours, and 1,544 voters voted, which meant over 400 voters per hour were serviced. The new Ballot-on-Demand made the process faster for people checking in. The EIP staff and management like the new equipment, and voters did not recognize any difference other than a faster check-in process. The new ballot scanners do not look much different except for a large green area that indicates where the ballot should be inserted. EIP voting ended with over 22,000 voters, more than the Gubernatorial November 2018 or Gubernatorial November 2022 General Elections. Due to the changes in HB 458, there is no longer EIP voting on the Monday before an Election. EIP voting closed as of 5:00 p.m. on August 6, 2023. Board Member Davis Chappell asked if lines were out the doors as the media reported in other counties? Director Perlatti stated there were lines out the door on two different days. On Friday, August 4, 2023, in the afternoon, with about 20 to 30 people outside the front entrance. Additional staff was then added to assist with processing voters. On Sunday, August 6, 2023, the line started around the building and past the CCBOE parking lot. People came early to avoid standing in line and waiting for the doors to open. EIP was handling over 400 voters an hour, and by 4:00, the line was inside the door. It was not due to staffing or any equipment issue; it was the volume of voters. The maximum that people had to wait was 30-40 minutes. Board Member Davis Chappell stated she received calls from voters who were very pleased with the customer service and the friendliness of the staff. She thanked the staff for

managing the volume and making sure voters were happy in the process. Director Perlatti stated overall, through the cycle, it was a steady flow of people daily.

Director Perlatti stated that Vote-by-Mail (VBM) received 78,887 ballot applications, and effective Friday, August 4, 2023, the CCBOE received almost 62,000 VBM ballots, a 78% return rate. The CCBOE anticipates receiving another 9,000 VBM ballots between today and the fourth day after the election, which could result in a 90% return. Board Member Davis Chappell asked what efforts have been made to communicate there is no voting at the CCBOE on Election Day. Director Perlatti stated the CCBOE has been delivering the message, including today at noon, the final Facebook session before Election Day, and he would be addressing that there is no voting at the CCBOE on Tuesday. Voters should go to their polling location. Director Perlatti will also share that voters should visit the CCBOE website or contact the CCBOE to find their voting locations. Additionally, the Facebook session will inform viewers that more forms of voter photo identification can now be used, and the electronic poll book can not read all the forms of identification. Passports, passport cards, or federal military identification require the poll workers to conduct a manual look-up which takes additional time. Board Member Davis Chappell asked if there were a software update the vendor could provide that would allow the equipment to read additional identifications. Director Perlatti stated it goes back to the information held in the voter registration database, and changes would need to be made to the database. The voter registration database already has the driver's license or state id number, so it can quickly match that information.

Director Perlatti said that the Community Outreach Department has been communicating with municipalities with more pole place changes, including South Euclid and North Olmsted. Board Member Davis Chappell asked what occurred with the Mary Bethune School voting location, which needed to be moved due to ongoing construction updates. Director Perlatti stated the polling location change was resolved with the help of Councilman Kevin Conwell and was moved to Case Western Reserve's Stephanie Tubbs Jones building. The voters of those four precincts have been sent a letter in addition to Councilman Conwell notifying the community. For the November 7, 2023, General Election, the location will be moved back to Mary Bethune School.

Director Perlatti stated voter turnout should be around 30%, which is typical for odd-year general elections. Board Member McCafferty asked if there were any processing issues with VBM ballot applications. Director Perlatti stated the CCBOE is made aware of any issues by the voters, and there were not an abnormal amount of complaints regarding VBM ballot applications not coming through. The CCBOE has processed almost 80,000 applications, and there was nothing widespread. Director Perlatti stated it would be beneficial if the legislators would allow online VBM ballot applications, similar to online registration because it would increase accuracy and improve the turnaround of sending out ballots. Board Member Davis Chappell asked if the Ohio Association of Election Officials was lobbying for the change. Director Perlatti said the online VBM ballot application was in HB458 but was removed.

Director Perlatti said that pollworker recruitment has gone well. The CCBOE has trained 3,581, which gives the polling locations 3.7 poll workers per precinct. The goal is always four workers and to hire not less than two poll workers per precinct. There are stand-by workers hired to dispatch in case of call-offs. The training has gone well, with positive feedback from the poll workers. The CCBOE will anticipate feedback after Election Day and adjust future training based on the feedback. Board Member Davis Chappell asked if the issue with the ballots was resolved and asked for a recap and the resolution of the ballot issue. Director Perlatti stated that during the CCBOE testing process, ballots were not reading through the scanners. The issue was identified through the testing, and then the

CCBOE reprinted all the Election Day ballots. None of the initial first ballots were sent to the field; those ballots were inventoried, stored away, and will be destroyed based on the retention schedule. Midwest worked well with the CCBOE to reprint the ballots. It was not a Midwest issue. With the CCBOE training with Clear Ballot in their new ballot creation process, the CCBOE was not clear on it not clarified enough for the CCBOE. The CCBOE worked through it, successfully retested the reprints on the equipment, and now the ballots are out in the field. Board Member Davis Chappell said when rolling something new out, there is always a learning curve. She also stated that the Clear Ballot CEO would be at the CCBOE on Election Day. Director Perlatti said Bob Hoyt, Clear Ballot CEO, will be at the CCBOE on Election Day along with approximately 12 other staff members doing onsite support. The Clear Ballot support staff will work in various areas, including the Command Center, Hughes Building, and the Halle Building. The Clear Ballot staff is aware that they will go out in the field if needed.

Director Perlatti gave an update on the September 12, 2023 Primary Election. There will be an election in Maple Heights and Garfield Heights, one ward in each city, with a total of four precincts. The September Election is a non-partisan primary. The ballot has been created, UOCAVA has opened, and there are currently zero UOCAVA ballots. There are 40 VBM applications, and absentee voting begins on August 15, 2023. EIP voting will take place on the CCBOE second floor. The September Election will be handled by CCBOE staff using the trainers, trainer assistants, and other staff to work the polls. The CCBOE will deliver and pick up the equipment.

The deadline to file petitions for the November 7, 2023, General election is Wednesday, August 9, 2023.

Director Perlatti stated there is a Board Meeting every week in August. The next meeting is Wednesday, August 16, 2023, and there will be five voter residency challenges for people living at commercial addresses.

The Board Members thanked the staff for all their continued hard work.

PUBLIC COMMENT

There was no public comment

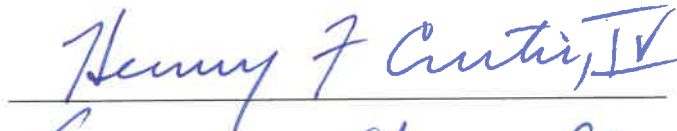
EXECUTIVE SESSION

There was no executive session

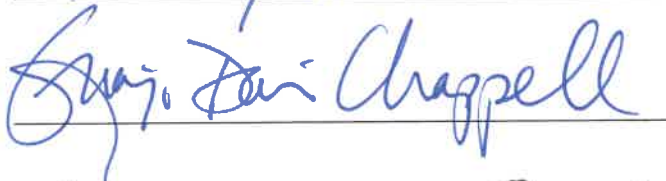
Chairman Curtis moved to recess the meeting at 10:09 a.m. Board Member Davis Chappell seconded. The motion passed unanimously.

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 August 7, 2023.

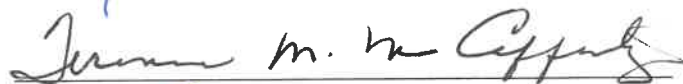
Henry F Curtis, IV, Chairman

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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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