



**Board Meeting
2-16-21**

**THIS MEETING WAS HELD VIA TELECONFERENCE IN ACCORDANCE WITH
H.B. 197, 133rd G.A. §12 (2020)**

Attending:

Jeff Hastings, Chairman
David Wondolowski, Member/via teleconference
Rob Frost, Member/via teleconference
Inajo Davis Chappell, Member/via teleconference
Anthony W. Perlatti, Director
Shantiel H. Soeder, Deputy Director
Mark R. Musson, Assistant Prosecutor, Cuyahoga County
Linda Walker, Clerk to the Board/via teleconference

The Cuyahoga County Board of Elections Meeting began at 2:05 pm. Hereinafter referred to as the CCBOE/Board.

Chairman Hastings noted that all Board Members were present and Board Members Davis Chappell, Wondolowski and Frost were present via teleconference.

Agenda Item 1: Approval of the minutes from the January 20, 2021 board meeting

Chairman Hastings moved to approve the minutes from the January 20, 2021 board meeting. Board Member Davis Chappell seconded. The motion passed unanimously.¹

Agenda Item 2: Acknowledgement of Secretary of State Advisory: 2021-01: Recognized Minor Political Parties Following the General Election and Directives 2021-01: Updated Election Official Manual and Related Directives (to include the following permanent Directives, and the corresponding chapters of the EOM, and hereby issued and take immediate effect – Directives 2021-02 thru 2021-08), Directive 2021-09: H.B. 500 (132nd General Assembly) – Electronic Certification of Questions and Issues (confidential – not for

¹ Narrative that is underlined in the CCBOE minutes relate to a motion that was acted on by the Board.

disclosure) and a walk-on Directive 2021-10: The Use of Secure Receptacles and Election Officials to Receive Absentee Ballots Outside of the Boards of Elections

Chairman Hastings moved to acknowledge Secretary of State Advisory: 2021-01: Recognized Minor Political Parties Following the General Election and Directives 2021-01: Updated Election Official Manual and Related Directives (to include the following permanent Directives, and the corresponding chapters of the EOM, and hereby issued and take immediate effect – Directives 2021-02 thru 2021-08), Directive 2021-09: H.B. 500 (132nd General Assembly) – Electronic Certification of Questions and Issues (confidential – not for disclosure) and a walk-on Directive 2021-10: The Use of Secure Receptacles and Election Officials to Receive Absentee Ballots Outside of the Boards of Elections. Board Member Frost seconded. The motion passed unanimously.

Agenda Item 3: Approval of the final ballot order for the February 23, 2021 Village of Woodmere Recall Election

Chairman Hastings moved to approve the final ballot order for the February 23, 2021 Village of Woodmere Recall Election. Board Member Frost seconded. The motion passed unanimously.

Agenda Item 4: Approval of the final ballot order for the March 16, 2021 Mayfield Village Special Election

Chairman Hastings moved to approve the final ballot order for the March 16, 2021 Mayfield Village Special Election. Board Member Frost seconded. The motion passed unanimously.

Agenda Item 5: Preliminary approval of the ballot order for the May 4, 2021 Primary Election

Chairman Hastings moved to approve the preliminary ballot order for the May 4, 2021 Primary Election. Board Member Frost seconded. The motion passed unanimously.

Agenda Item 6: Approval to outsource the printing and mailing of Vote-by-Mail ballots for the May 4, 2021 Primary Election

Chairman Hastings moved to approve to outsource the printing and mailing of Vote-by-Mail ballots for the May 4, 2021 Primary Election. Board Member Frost seconded. The motion passed unanimously.

Agenda Item 7: Approval to renew the Ballot Printing Contract with Midwest Direct in the amount not-to-exceed \$327,448.08 for the Renewal Term of May 4, 2021 through August 2, 2021

Chairman Hastings moved to approve to renew the Ballot Printing Contract with Midwest Direct in the amount not-to-exceed \$327,448.08 for the Renewal Term of May 4, 2021 through August 2, 2021. Board Member Frost seconded. The motion passed unanimously.

Agenda Item 8: Certification of Candidates and Issues for the May 4, 2021 Primary Election

Prior to approval of the Certification of Candidates and Issues for the May 4, 2021 Primary Election a protest hearing was held as submitted by Brian Kruszewski. Chairman Hastings recused himself from the hearing process and voting due to his business relationship with Mr. Alto, the attorney representing Mr. Kruszewski. Board Member Frost was asked to lead the proceedings of this hearing. Board Member Frost moved to deny the request of Mr. Kruszewski to appear on the ballot with an abbreviated last name. Board Member Wondolowski seconded the motion. The motion passed unanimously with Chairman Hastings recusing himself from the vote.

The transcript of proceedings from the protest hearings are incorporated by reference into the minutes and are available for review upon request.

Chairman Hastings moved to approve the Certification and Issues for the May 4, 2021 Primary Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 9: Certification of Candidates for the November 2, 2021 General Election in lieu of the May 4, 2021 Primary Election

Chairman Hastings moved to certify the candidates for the November 2, 2021 General Election in lieu of the May 4, 2021 Primary Election. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 10: Acknowledgement of Candidate Withdrawals

Chairman Hastings moved to acknowledge candidate withdrawals. Board Member Frost seconded. The motion passed unanimously.

Agenda Item 11: Acknowledgement of resignations from and appointments to elected office

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

Agenda Item 12: Approval to allocate a total of 5 voting booths; 2 DS200 precinct scanners; 1 ADA AutoMark marking device; and 3 electronic pollbooks for the February 23, 2021 Village of Woodmere Recall Election

Chairman Hastings moved to approve to allocate a total of 5 voting booths; 2 DS200 precinct scanners; 1 ADA AutoMark marking device; and 3 electronic pollbooks for the February 23, 2021 Village of Woodmere Recall Election. Board Member Frost seconded. The motion passed unanimously.

Agenda Item 13: Approval to allocate a total of 11 voting booths; 4 DS200 precinct scanners; 1 ADA AutoMark marking device; and 5 electronic pollbooks for the March 16, 2021 Mayfield Village Special Election

Chairman Hastings moved to approve to allocate a total of 11 voting booths; 4 DS200 precinct scanners; 1 ADA AutoMark marking device; and 5 electronic pollbooks for the March 16, 2021 Mayfield Village Special Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 14: Preliminary approval to allocate a total of 1,016 voting booths; 148 DS200 precinct scanners; 54 ADA AutoMark marking devices and 205 electronic pollbooks for the May 4, 2021 Primary Election

Chairman Hastings moved to approve the preliminary approval to allocate a total of 1,016 voting booths; 148 DS200 precinct scanners; 54 ADA AutoMark marking devices and 205 electronic pollbooks for the May 4, 2021 Primary Election. Board Member Wondolowski seconded. The motion passed unanimously.

Agenda Item 15: Approval of Personnel Agenda

Chairman Hastings moved to approve the personnel agenda as noted excluding the appointment of Tiffany Trapnell, as this appointment was withdrawn from the personnel agenda. Board Member Wondolowski seconded. The motion passed unanimously.

NEW BUSINESS

November 2020 Locations with High Election Day Turnout – Summary of Analysis

Deputy Director Soeder provided a summary of eleven polling locations and seventy-seven precincts from the November Presidential Election with high election turnout. Data was reviewed to include turnout by voting category, precincts assigned, and reports of long lines from midafternoon through evening, voter check-in, equipment audit logs and the issue tracker/pink memos. Deputy Director Soeder noted the locations were adequately staffed, and the Election Day turnout was above the countywide location average, there was a significant increase in curbside voting, and there was a steady increase in voter check-ins in late afternoon through the evening, and also that there were an insufficient number of electronic pollbook (EPB) check-in stations. Moving forward the CCBOE staff will work on suggested action items such as reducing precincts assigned to these locations, increasing the number of EPB allocations with additional EPB's dedicated for curbside voting, streamline the curbside voting process to include staff training and identification of curbside voting teams and to increase the focus of voter education specifically relating to the ballot stub removal and the curbside voting process.

Voting and Tabulation Equipment Acquisition Process – Update

Tony Kaloger, Election and Compliance Manager, stated that as a part of the ongoing voting equipment and tabulation system acquisition process, the CCBOE hosted a virtual Security Summit on Friday, February 5, 2021. The event included virtual presentations from each of our three potential vendors: Clear Ballot, ES&S, and Hart

InterCivic, focusing on the hardware and software security of the certified voting tabulation systems available for purchase. The event had two sessions, a morning and an afternoon session. Kaloger provided a timeline of next steps to include interviewing other County Board of Elections. This week CCBOE will be reaching out to other county board of elections that are currently using the voting equipment from the three vendors. CCBOE will conduct a Mock Election with all three vendors around the second week in June. The Mock Election will give CCBOE staff an additional chance to work with each of the vendors and give advocacy groups, poll workers and the general public an opportunity to compare and contrast the Election Day experience with each of the vendors and lastly, a recommendation to the board which includes the CCBOE plan to deliver the committee's recommendation around the beginning of July. After the selection of a vendor the anticipated Voting Equipment Schedule will be very similar to the process CCBOE went through in 2017 for the purchase of electronic poll books. The entire process will likely take 16 to 20 weeks (or approximately 4 to 5 months) to complete.

Chairman Hastings suggested a board member from both parties participate remotely in the entire process. Board Member Davis Chappell agreed and Deputy Director Soeder stated she would provide the board members with upcoming meeting information.

Woodmere and Mayfield Village Election Updates

Director Perlatti stated the hours for early in-person voting increases this week for the Woodmere Election. To date, CCBOE has seen thirteen early in-person voters and thirty-seven voters have requested Vote-by-Mail ballots. Voting equipment will be delivered on Monday to the polling location by staff and there will not be a need for a Monday night organizational meeting, as CCBOE staff will be working inside and out on all Election Day functions. The public pre-test was completed on last Friday and went well.

The close of registration is today for the Mayfield Village Election and all fifty- eight Vote-by-Mail ballot requests are ready to be sent to individuals and the process will be completed in-house and delivered to the post office on tomorrow. Early in-person voting started on February 17th and voting will take place on the second floor.

CTCL Grant Update

Director Perlatti stated CCBOE was approved for an extension to utilize funds by June 30, 2021 and the remaining balance is \$650,547 dollars from the CTCL grant. He further stated that there were three (3) restrictions to the extension regarding the use of the remaining funds to include: staffing and administrative cost, payment of invoices incurred during the 2020 General Election and expenses related to the safe administration of elections taking place in 2021 during a pandemic. Board Member Davis Chappell asked if any of the remaining funds could be used for voter education and training, as was mentioned by Deputy Director Soeder during her update regarding high voter turnout action items. Director Perlatti and Deputy Director Soeder responded yes, they believed the funds could be used for voter education and training.

Chairman Hastings inquired if there were any new developments regarding the District 11 Congressional race. Director Perlatti replied that the Senate is in recess this week and given that the date of March 5th would be sixty days out he does not foresee this being added to the May Election, but CCBOE is still waiting for the determination from the Governor and the Secretary of State.

Chairman Hasting provided a resolution to Board Member Frost acknowledging his service as a Board Member to the Cuyahoga County Board of Elections and Cuyahoga County voters for the time period of May 2007 to April 2011 and March 2013 through February 2021.

PUBLIC COMMENT

Adele Eisner commented on the security summit and procurement processes.

EXECUTIVE SESSION

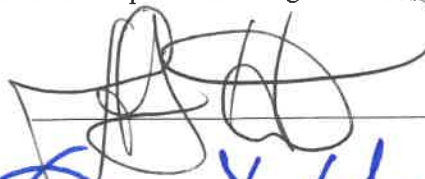
Chairman Hastings moved to go into Executive Session at 3:52 pm. The motion was seconded by Board Member Frost and a roll call vote taken and all board members voted in the affirmative. The motion passed unanimously.

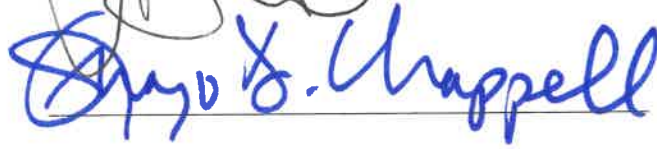
At 4:59 after returning from Executive Session, Chairman Hastings moved to come out of Executive Session and the motion was seconded by Board Member Wondolowski. A roll call vote taken and all board members voted in the affirmative. The motion passed unanimously.

Chairman Hasting moved to recess at 5:00 pm. 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 special meeting held on February 16, 2021.

Jeff Hastings, Chairman





Inajo Davis Chappell, Member

Robert S. Frost, Member

David J. Wondolowski, Member



Anthony Perlatti, Director

