

**Butler County Board of Elections
Board Meeting Minutes
March 27, 2012**

The Butler County Board of Elections met on Tuesday, March 27, 2012, for a meeting to certify the recount of the March 6, 2012 Primary Election as well as to address regular business. Roll call was taken and present were Chairman Frank Cloud, Member Bruce Carter, Member Thomas Ellis, Member Judy Shelton, Director Lynn Edward Kinkaid, and Deputy Director Jocelyn Bucaro. Also present were Administrative Assistant Tiffany Harmon; Maribelle Quisenberry, Human Resources Department; Peggy Robinson, Human Resources Manager; Mr. Bob Selak of Thompson Hine LLP Attorneys at Law; and Mr. Ed Richter for the Journal News.

Director Kinkaid reviewed the bills and noted that most were election-related expenses totaling \$33,502.90. Member Carter moved to accept the bills and Member Shelton seconded the motion. Roll Call:

Chairman Cloud	yea
Member Carter	yea
Member Ellis	yea
Member Shelton	yea

All in favor; motion carried.

Under old business, Member Ellis referred to the shortage in the budget and requested the Board set up a meeting with the County Commissioners for a work session. Member Ellis requested a full review and assessment of the budget at the next board meeting. The board members agreed to meet with the County Commissioners following the review and assessment of the budget.

Director Kinkaid presented three remakes due to timing mark errors. Member Carter moved to remake the three ballots as presented to the Board. Member Shelton seconded the motion. Roll Call:

Chairman Cloud	yea
Member Carter	yea
Member Ellis	yea
Member Shelton	yea

All in favor; motion carried.

Chairman Cloud asked Director Kinkaid to review the following Directives with the Board:

03/22/2012 2012-13 Instructions Regarding the Examination and Verification of Nominating Petitions from Independent Candidates for Statewide Office
This Directive provides instructions on the examination and certification of nominating petitions for independent candidates for statewide office that have been filed with the Ohio Secretary of State for the 2012 General Election and transmitted to the county boards of elections for examination and verification.

Petition examination and verification must be complete, and the certification forms sent to the Secretary of State's office, not later than 4 p.m. on Friday, May 4, 2012.

The following Memorandum from the Secretary of State was reviewed with the Board by Director Kinkaid.

<u>Date</u>	<u>Subject</u>
03/22/2012 2012-01	Information and reporting forms for the major political parties' organizational meetings (Patricia A. Wolfe) <i>Statutory requirements for those major political party county political parties having elected county central committee members at the March 6, 2012 Primary Election. (Not applicable to Butler County)</i>

Other Communications:

<u>Date:</u>	<u>Subject:</u>
03/22/2012	Committee Action on HB194 Repeal Held Off a Week (Aaron Ockerman)

There were no Advisories from the Secretary of State to review.

Under New Business, Member Carter brought up the question if the Board would like communication from Aaron Ockerman to be included in the agenda or if the Board would like to receive the communications for individual review and any pertinent information can be brought up at the meeting. Member Ellis stated it should be left up to the Director and Deputy Director to decide what is significant enough to be presented in their report.

Member Ellis mentioned a webinar on election night reporting software. He invited the Board to watch the webinar and review the price quotes.

Director Kinkaid presented his Director's Report and began by speaking of the reimbursement for backup paper ballots from the March 6, Primary Election. There were 8002 ballots printed and 171 were used on for the election. He also presented the online poll worker training reimbursement from the Secretary of State. He stated Butler County has been approved to receive \$4,980 for the online poll worker training.

Deputy Director Bucaro presented a contract with Advanced Ballot Solutions for the purchase of their Balotar ballot-on-demand equipment and software. She stated the contract had been executed and we were awaiting an invoice for the balance owed. Once the balance has been paid the Board of Elections will own the equipment. She informed the Board that a quantity of 1,700 motherboard batteries for TSX units have been ordered at a cost of \$1.01 each. She stated replacement of the batteries was scheduled to begin at the end of April or beginning of May. She then shared an update on poll worker training, noting that a training location for the November General Election has been secured at no cost to the Board.

Member Carter moved to approve the amended the official certification to reflect and include the results of the recount and Member Shelton seconded the motion.

Roll Call:

Chairman Cloud yea
Member Carter yea
Member Ellis yea
Member Shelton yea

All in favor; motion carried.

COUNTY COMMISSIONER-R 1/2		REP		
			Total	
Number of Precincts			299	
Precincts Reporting			299	100.00%
Times Counted		38625/34411		112.20%
Total Votes			32521	
Courtney E. Combs			11559	35.54%
Chuck Furmon			9392	28.88%
T.C. Rogers			11570	35.58%

Member Shelton moved to go into Executive Session to discuss personnel in accordance with R.C. 121.22 (G) (1). Member Ellis seconded the motion. Roll

Call:

Chairman Cloud	yea
Member Carter	yea
Member Ellis	yea
Member Shelton	yea

All in favor; motion carried.

Member Ellis moved to come out Executive Session. Member Carter seconded the motion and roll call was taken:

Chairman Cloud	yea
Member Ellis	yea
Member Shelton	yea
Member Carter	yea

All in favor; motion carried.

Member Carter moved to name JacRisia McKinnon as department manager of the Early Voting department at an annual salary \$43,000.10 per year. Chairman Cloud seconded the motion. Member Ellis questioned weather JacRisia would be entitled to an additional raise if approved by the County Commissioner for all of the Board of Elections Staff. Member Carter stated that all employees of the Board from Managers down would receive a raise if given to the staff. No single person would be excluded based on a recent promotion. Roll Call:

Chairman Cloud	yea
Member Carter	yea
Member Ellis	yea
Member Shelton	yea

All in favor; motion carried.

Member Shelton moved to hire Ragina Watson effective April 3, 2012 for the position of clerk in the Registration department, and is to be on a probation period until the certification of the next election at a salary of \$30,000 per year with salary to be reevaluated at that time. Member Ellis seconded the motion. Member Ellis stated that he did not agree with the probationary period and believes it should be a set amount of time such as 3, 6, or 9 months. Director Kinkaid stated that once an employee works through a general election, they have proven whether or not they are qualified in their position. Member Carter

stated that the raise is an award for demonstrating past performance in anticipation and an enticement to continue the good work and does not necessarily need to be after an election.

Member Shelton withdrew her motion in order to restate and clarify.

Member Shelton moved to hire Ragina Watson for the position of clerk in the Registration department effective April 3, 2012 at a salary of \$30,000 for a six month probationary period and for the salary to increase at the end of that period to \$33,500 yearly. Member Ellis seconded the motion. There was no discussion.

Roll Call:

Chairman Cloud	yea
Member Carter	yea
Member Ellis	yea
Member Shelton	yea

All in favor; motion carried.

Member Carter requested to speak to the Board's Attorney concerning the Director's position and salary. Member Ellis stated he does not support him going as a representative of the Board and that Member Carter must go as a Board Member inquiring on his own.

Member Shelton moved to adjourn and Member Ellis seconded. Roll Call:

Chairman Cloud	yea
Member Carter	yea
Member Ellis	yea
Member Shelton	yea

All in favor, motion carried.

The meeting was adjourned at approximately 5:40 p.m.

Frank Cloud, Chairman

Lynn Edward Kinkaid, Director

Thomas W. Ellis, Member

Judith A. Shelton, Member

Bruce Carter, Member