

**Butler County Board of Elections  
Board Meeting Minutes  
May 13, 2013**

The Butler County Board of Elections met on Monday, May 13, 2013, at 9:00 a.m. for a regular meeting. Roll call was taken and present were Chairman Frank Cloud, Member Bruce Carter, Member Judy Shelton, Member Dave Kern, Director Lynn Edward Kinkaid, Deputy Director Jocelyn Bucaro, Administrative Coordinator Tiffany Harmon and Administrative Coordinator Donna DeFazio. Also present was Keith Corman, SOS Regional Liaison.

Minutes of the April 15, 2013 meeting were reviewed by the Board. Member Carter stated that for record purposes, Minutes should include the candidate names and offices that were certified. Member Carter moved to approve the Minutes as amended; seconded by Member Kern. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Kern	yea

All in favor; motion carried.

The next item on the Agenda was the Certification of Candidates for the November 5, 2013 General Election. Director Kinkaid reviewed the list with the Board. He explained that all statutory form requirements had been met. Member Carter moved to certify the seven candidates listed; seconded by Member Shelton. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Kern	yea

All in favor; motion carried.

**BUTLER COUNTY BOARD OF ELECTIONS  
CANDIDATE CERTIFICATION LIST  
NOVEMBER 5TH, 2013 GENERAL ELECTION**

Certified *Lillian Hoover* 5/13/13  
Admin. Sign & Date

**Fairfield Mayor**

Steve Miller

**Fairfield at Large**

Chad Oberson

Donald Hassler

**Middletown at Large**

Ann Mort

Daniel J. Picard

**Hanover Township Trustee**

Art Sauerwein

Douglas L. Johnson

The next item on the agenda was the presentation on the proposal to change precinct boundaries. Deputy Director Bucaro explained that as the Board knows, the staff has been working on redrawing precinct boundaries to correct problems and to reduce election costs. Deputy Director Bucaro began the presentation by reviewing a section of R.C. 3501.18(A) with the Board.

Except as otherwise provided in division (C) of this section, each precinct shall contain a number of electors, not to exceed one thousand four hundred, that the board of elections determines to be a reasonable number after taking into consideration the type and amount of available equipment, prior voter turnout, the size and location of each selected polling place, available parking, availability of an adequate number of poll workers, and handicap accessibility and other accessibility to the polling place.

Ms. Bucaro explained Butler County has four precincts that currently exceed or nearly exceed the number of voters allowed under the Ohio Revised Code including WC29, WC46, Liberty23, and Ham3wd5. The Board has been contacted by the Secretary of State twice regarding WC29, informing them to address this problem before they surpass the number of voters allowed. It now has 1,530 active voters.

She explained that in addition to making mandatory corrections, there are many other benefits to updating precinct boundaries. Some of the main benefits are the ability to administer elections more efficiently, lower cost, reduce overtime,

and eliminate a number of split precincts. Lines have been redrawn where there are multiple districts within the same precinct, otherwise known as a split precinct. In order for Poll Workers to check in voters on Election Day they must look at the voter's address closely to be sure they are given the correct ballot. Split precincts have additional ballot styles, leaving more room for Poll Worker error. She explained that in addition to the current proposal, the staff is working to resolve splits in Hanover and other areas of Butler County. There will be some splits that cannot be resolved as these areas have too few voters to justify creating a new precinct. In addition to eliminating split precincts, there are voters who are not in the correct precinct according to updated GIS data received by the Board.

Member Shelton asked eliminating splits could prevent another problem like the incident in which a candidate was not listed on the ballot in Middletown. Deputy Director Bucaro explained that redrawing precinct lines would not directly address that particular problem because that was caused by a proofing issue. However, the proposal will reduce the number of ballot styles that will need to be proofed per precinct. The more ballot styles, the more prone the staff is to overlook a mistake.

She explained there is also a great financial benefit to updating precinct boundaries. The Ohio Revised Code requires a minimum of four election workers per precinct. This proposal reduces the number of precincts from 299 to 283, requiring 64 fewer workers on Election Day, which would reduce payroll costs by \$1,066, and training costs by another \$720. She explained there will also be savings with ballot printing, precinct kits, and election preparation, for a total savings of \$10,620.

Member Carter questioned if the Director and Deputy Director would like the Board to adopt the proposal today.

Ms. Bucaro replied that it is at the Board's discretion, but She explained that ideally, the changes would be adopted today so the staff may begin the time-consuming process of updating the voter registration system and proofing the new lines with ample time before November's election.

Director Kinkaid informed the Board that lots of hard work has gone into updating the Precinct Boundaries in order to comply with the Ohio Revised Code guidelines. It has been done in a way to avoid reducing precincts too dramatically so the project is successful for everyone.

Member Shelton stated that this proposal is a favorable approach because it gradually reduces precincts where it is necessary. Understanding that the Board may feel the need to be more aggressive with the precinct reduction, it is good to gradually make the adjustments to cause less of an impact.

Member Kern stated that Liberty Township has done so well because there is a long standing agreement that their members will be notified of what is going to be proposed in advance of a meeting where action is expected. This allows plenty of opportunity for changes and questions. He then explained that it might be worth while to adopt the changes but that he requires more time to study the exact results of what is being proposed. In addition to himself, there are electors affected by the precinct boundary proposal that should be given the opportunity to study it.

Member Carter stated that there are two groups of people affected by this whom the Board should consider, including taxpayers and the voters in the affected precincts. He explained that the Board Members were not elected to serve a particular political group and it is their duty to leave the politics outside of the Board Room. It is the focus of the Board to save the taxpayers thousands of dollars per election, to serve the voters by reducing overcrowding, and to eliminate potential confusion because of splits. The two groups affected are well represented by this proposal.

Member Kern explained that he was under the impression that the proposal to change precinct boundaries was on the Agenda for the meeting but a vote would not be called.

Director Kinkaid replied explaining he was under the impression that Member Kern was going to be absent from the Board Meeting. He explained that a vote would not have been called on the proposal without all four Board Members being present.

Member Shelton stated that as far as political standing, she does not put politics into this matter and asked if Mr. Corman was aware of the direction other Board of Elections were going with their precinct boundary changes.

Mr. Corman replied, as long as each county complies with the Ohio Revised Code, the drawing of precinct boundaries is left up to each individual county. He is unaware of political disputes on this matter in his region and as far as he understands the other counties have kept it nonpartisan.

Member Kern stated that he wanted to study the lines more closely, mainly in Liberty Township and West Chester because of their expected growth. He said that he doesn't feel that he has been as informed as he would like to have been.

Deputy Director Bucaro stated that all of the Board Members have been informed as the project has developed. She also explained that precinct boundaries were drawn to account for future growth in growing areas of the county.

Member Shelton moved to take a brief recess; seconded by Member Carter. Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Kern	yea

All in favor; motion carried.

Member Carter moved go back into session; seconded by Member Kern. Roll

call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Kern	yea

All in favor; motion carried.

Deputy Director Bucaro explained the lines were drawn from a blank slate and the location of where central committee members lived was not taken into account because it is a political consideration. A list of the Republican Central Committee Members and the precincts they will reside in once the lines are redrawn was distributed. The current committee members will serve in their current precinct until Primary Election in 2014.

Member Shelton explained that she isn't concerned with the conflicts within the Central Committee. Some of the members do not attend meetings regularly and each member will have the opportunity to run for their seat either way.

Member Carter moved to adopt the proposed changes to precinct boundaries; seconded by Member Shelton.

Member Kern stated that he may well concur with the proposal but he would like more time to study it. He does not believe it is too much to ask that he receive the information prior to the meetings. He explained that at the last meeting he refused to vote yes to pay the bills for the same reason.

Member Shelton explained that delaying this project could create more confusion in the Party. The Democratic and Republican party were notified of the Board's intention to change precinct boundaries months ago. The original proposal reduced the number of precincts to 234 and the staff has created a less dramatic

proposal to reduce the number of precincts to 283. She explained that she is in favor of the reduction because it is a reasonable request and it only affects 13 central committee seats. She also voiced her concern for potential poll worker error which would dramatically affect close races, such as the County Commissioner race in 2012. Once this is implemented, the staff can work on resolving other issues that will reduce errors.

Member Carter stated the Board should reduce precincts whenever possible as long as it is not an impediment to the voters.

Chairman Cloud said he is inclined to agree because from a business standpoint, it is the Board's responsibility to make it more fiscally efficient as well as make it easier for the staff and voters.

Director Kinkaid stated that the staff has put a lot of time and work into this project and he doesn't feel that it is an unreasonable request.

Roll call:

Chairman Cloud	yea
Member Carter	yea
Member Shelton	yea
Member Kern	nay

Motion carried by majority vote.

Director Kinkaid reviewed the following Secretary of State Directives and Correspondence with the Board:

**Directives:**

<b><u>Date</u></b>	<b><u>Subject</u></b>
<b>05/03/2013 2013-07</b>	<b>Unofficial Canvass- May 7, 2013 Primary/Special Election</b> <i>This Directive outlines the procedures that county boards of elections must follow in conducting the unofficial canvass of the May 7, 2013 Primary/Special Election.</i>
<b>05/08/2013 2013-08</b>	<b>Ensuring a More Accurate and Efficient Statewide Voter Registration Database</b> <i>This Directive addresses county procedures for the receipt and processing of voter registration database</i>

*updates from the Bureau of Motor Vehicles, including changes of address as required by the National Voter Registration Act.*

**05/10/2013 2013-09 Official Canvass for May 7, 2013 Primary/Special Election**

*This Directive outlines the procedures that all county boards of elections must follow in conducting the official canvass of the May 7, 2013 Primary/Special Election.*

**05/10/2013 2013-10 2013 General Voter Records Maintenance Program (National Change of Address and Supplemental Processes); Grounds for Registration Cancellations**

*This Directive provides instructions to boards of election on how to conduct the general voter records maintenance program required under federal law.*

Deputy Director Bucaro informed the Board of a webinar reviewing Directive 2013-10 to be held on Thursday, May 16 at 10:30 a.m. She explained that if the Board Members attend, it will be counted toward their Continuing Education Credit Hour Requirement. Member Kern requested the Continuing Education Credit Hour information be sent to him.

**Correspondence**

<b><u>Date</u></b>	<b><u>Subject</u></b>
<b>04/18/2013</b>	<b>Need 2012 General Election Abstracts</b>
<b>04/19/2013</b>	<b>Permanent Improvement Accessibility Grants are Available</b>
<b>04/19/2013</b>	<b>Reminder to Verify Accessible Parking and Accessible Polling Locations</b>
<b>04/23/2013</b>	<b>Secretary of State 2013 Summer Conference &amp; Trade Show</b>
<b>04/26/2013</b>	<b>Valid Changes of Address Submitted by BMV under NVRA &amp; Registration Date Clarification</b>
<b>04/29/2013</b>	<b>Precinct Election Official Newsletter</b>

Under Old Business, Member Shelton questioned if voters will be notified of the precinct boundary changes. Ms. Bucaro informed the Board that all voters affected will be notified by mail, a News Release will go out, and maps will be posted on the website.

There was no New Business before the Board.



In his Director's Report, Mr. Kinkaid informed the Board that a tornado drill was conducted on Tuesday, May 8. Tiffany Harmon oversaw the drill and it went very well. He also informed the Board of a spelling mistake on the front door. The word Chairman was spelled incorrectly and the error was fixed within a few days.

In her Deputy Director's Report, Ms. Bucaro updated the Board on the Vote Center Proposal. She explained that Aaron Ockerman met with Senator Coley on the matter. Senator Coley expressed similar sentiments to Mr. Ockerman as he did with Director Kinkaid and Deputy Director Bucaro. Mr. Coley plans to approach the Secretary of State concerning statewide funding for Electronic Pollbooks in an attempt to move forward with the project.

She explained that SB 109 is moving through the House quickly. Some of the main changes that will affect Butler County include changing the title of Presiding Judge to Voting Location Manager, reducing Board Member terms to three years beginning in 2017, and a requirement that the Electronic Pollbooks be certified by the State. She explained that many elements of the bill have raised questions. Butler County has asked what aspects of the Electronic Pollbooks need to be certified, the timeline for certification, what training materials must be certified, and if waivers will be issued for counties that currently use them.

Butler County has received a subpoena from the Fair Elections Ohio. The Board has been named as a party in Fair Elections Ohio v. Husted and must supply materials to satisfy the request.

Two part petitions were received from the Secretary of State on a proposal to initiate a constitutional amendment from the Ohio Rights Group on Medical Marijuana. The initial petition contained a total of six signatures, three were valid and three were invalid.

Lastly, Ms. Bucaro announced there would be no August Election and a Board Meeting Schedule has been distributed with proposed meeting dates. She asked to be notified if conflicts arise.

With no further business, Member Carter moved to adjourn; seconded by

Member Shelton. Roll call:

Chairman Cloud    yea  
Member Carter    yea  
Member Shelton    yea  
Member Kern       yea

All in favor; motion carried.

The meeting was adjourned at approximately 10:30 a.m.

\_\_\_\_\_  
Frank Cloud, Chairman

\_\_\_\_\_  
Lynn Edward Kinkaid, Director

\_\_\_\_\_  
David E. Kern, Member

\_\_\_\_\_  
Judith A. Shelton, Member

\_\_\_\_\_  
Bruce Carter, Member