

**Butler County Board of Elections  
Board Meeting Minutes  
March 28, 2016**

The Butler County Board of Elections met on Monday, March 28, 2016, at 9:05 a.m. for a regular meeting. Roll call was taken and present were Chairman Frank Cloud, Member Todd Hall, Member Chris Wunnenberg, Director Diane Noonan, Deputy Director Jocelyn Bucaro, Executive Assistant Donna DeFazio and Executive Assistant Eric Corbin. Guests were County Administrator Charles Young, Prosecuting Attorney Roger Gates and Mike Pitman of Cox Media.

Chairman Cloud requested that the agenda be amended to move into Executive Session. Member Wunnenberg moved to amend the agenda to move into Executive Session; seconded by Member Hall. Member Wunnenberg moved to go into Executive Session pursuant to ORC 121.22 (G) (1) for the purposes of discussing employee compensation; seconded by Member Hall.

Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Chairman Cloud stated the Board is back in regular session.

Member Wunnenberg moved to go into Executive Session pursuant to ORC 121.22 (G) (3) for the purposes of discussing litigation with Prosecuting Attorney

Roger Gates; seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Chairman Cloud stated the Board is back in regular session.

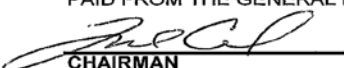
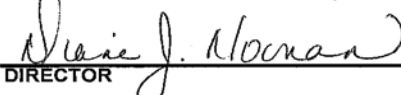
Chairman Cloud submitted the bills for approval. Member Hall questioned the entry Election Center Silver Membership. Deputy Director Bucaro stated that she and Director Noonan will be taking classes to become certified Election and Registration Administrators through the Election Center which is the National Association of Election Officials. The benefits of becoming a member include reduced fees on class registration. Director Noonan will be a member and Deputy Director Bucaro will be an associate member. Member Hall moved to approve the bills; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

BILLS March 28, 2016		
0100-5460-520000	Office supplies	2,859.74
0100-5460-521000	Postage	59.06
0100-5460-524000	Gas-fuel-oil	28.96
0100-5460-529000	Other mat'l & supplies	10,892.59
0100-5460-530075	Technology support	21,484.82
0100-5460-530150	Membership dues and license	495.00
0100-5460-530310	Rental/lease - equip & vehicles	636.15
0100-5460-530500	Travel & training	668.00
0100-5460-530550	Employee job related mileage	322.98
0100-5460-536000	Contract services	2,992.58
0100-5460-530250	Advertising	329.88
	<b>TOTAL BILLS</b>	<b>40,769.76</b>

PAID FROM THE GENERAL FUND	TOTAL BILLS
 CHAIRMAN	 DIRECTOR

**BILLS**  
**March 28, 2016**

**OFFICE SUPPLIES (520000)**

**Office Depot Inc**

Office supplies	228.30
Toner supplies	223.85
Toner supplies	465.76
Office supplies	51.80
Office supplies	100.64
Toner supplies	204.99
Coffee supplies	70.40
Toner supplies	421.22

**Quality Publishing Company Inc**

6 receipt books for CBS	293.26
10,000 envelopes "Return Service Requested"	511.52

**TNT Papercraft Inc**

10 boxes of copy paper	288.00
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**TOTAL OFFICE SUPPLIES (520000) 2,859.74**

**POSTAGE (521000)**

**Fedex**

January shipment	51.86
February shipment	7.20

**TOTAL POSTAGE (521000) 59.06**

**GAS-FUEL-OIL (524000)**

**Voyager Fleet Systems Inc**

Gas for van, 2/22/16	28.96
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**TOTAL GAS-FUEL-OIL (524000) 28.96**

**OTHER MATERIAL/SUPPLIES (529000)**

**Clendenin, Erin**

Reimbursement, pollworker supplies 120 vinyl tag holders	119.88
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**DeFazio, Donna**

Reimbursement, kitchen supplies	26.71
Reimbursement, Monday night meals, 3/14/16	80.85

**Hathaway Stamps**

Various nameplates and badges	92.75
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<b>Home Depot</b>	
Warehouse supplies	94.82
5-channel cable protector	124.99
Warehouse supplies	35.88
<b>Noonan, Diane</b>	
Reimbursement, election night meals, 3/15/16	257.50
<b>Office Depot Inc</b>	
Election supplies for EV room	275.98
Election supplies for EV room	9.54
<b>Printer Zink, Inc (aka American Printing)</b>	
1600 poll worker manuals	3970.00
5000 precinct tri-fold brochure pollworkers request cards	1295.00
<b>Pro Source Paper</b>	
160 cases of tsx paper	3808.00
<b>Smith, Mickey</b>	
Reimbursement, miscellaneous election supplies for EV/Reg dept.	700.69
<b>TOTAL OTHER MATERIAL/SUPPLIES (529000)</b>	<b>10,892.59</b>
<b>TECHNOLOGY SUPPORT (530075)</b>	
<b>Data Information Management Systems</b>	
Dimsnet maintenance, 2/1/16-2/29/16	6,489.82
<b>SOE Software Corporation</b>	
2016 Election night reporting	14,995.00
<b>TOTAL TECHNOLOGY SUPPORT (530075)</b>	<b>21,484.82</b>
<b>MEMBERSHIP DUES AND LICENSE (530150)</b>	
<b>Election Center</b>	
Silver membership	495.00
<b>TOTAL MEMBERSHIP DUES AND LICENSE (530150)</b>	<b>495.00</b>
<b>Great American Financial Services Co</b>	
Copiers lease, 1/1/16-3/30/16	636.15
<b>TOTAL RENTAL/LEASE - EQUIP &amp; VEHICLES (530310)</b>	<b>636.15</b>
<b>US Bank</b>	
Hotel and parking, OAEO conference 1/12-1/14	668.00

<b>TOTAL TRAVEL &amp; TRAINING (530500)</b>	<b>668.00</b>
<b>EMPLOYEE JOB RELATED MILEAGE (530550)</b>	
<b>DeFazio, Donna</b> Pick up of election night meals and deliver supplies to polling place, 3/15/16	13.26
<b>Ellenberg, Kim</b> Voting homebound and various nursing homes 3/14/16-3/15/16	64.77
<b>Fuson, Allan</b> Nursing homes early voting, 2/23/16-3/4/16	100.47
<b>Gattermeyer, Pam</b> Deliver supplies to various polling locations, 3/14/16	30.09
<b>Mason, Samantha</b> Deliver supplies to various polling locations, 3/14/16	18.36
<b>Mobley, Lisa</b> Nursing homes early voting, 3/14/16	7.80
<b>Sabota, Kaye</b> Nursing homes early voting, 2/22/16 Deliver supplies to various polling locations, 3/14/16	5.61 36.72
<b>Smith, Mickey</b> Nursing homes early voting and delivering poll supplies, 2/25/16-3/15/16	45.90
<b>TOTAL EMPLOYEE JOB RELATED TRAVEL (530550)</b>	<b>322.98</b>
<b>OTHER CONTRACT SERVICES (536000)</b>	
<b>Bucaro, Jocelyn</b> Reimbursement, online pollworker training via Mindflash.com Reimbursement, online pollworker survey via surveymonkey.com	2,225.41 300.00
<b>Frontier Communications</b> Yearly listings in Oxford, 2/22/16-3/21/16	5.00
<b>Millenium Business System Inc</b> Flex copies, 1/28/16-2/27/16	462.17
<b>TOTAL OTHER CONTRACT SERVICES (536000)</b>	<b>2,992.58</b>
<b>ADVERTISING (536000-530250)</b>	
<b>Cox Media Group</b> Ad, deadline for voter registration , 2/2/16	329.88
<b>TOTAL ADVERTISING (536000-530250)</b>	<b>329.88</b>

Chairman Cloud submitted the minutes of February 16, 2016 for approval.

Member Hall moved to approve the minutes; seconded by Member Wunnenberg.

Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Director Noonan acknowledged the Receipt of the following Directives,

Advisories and Memorandum from the Secretary of State:

**Directive**

<b>02/19/2016</b>	<b>2016-04</b>	<b>Implementation of Electronic Pollbooks in 2016</b>
<b>02/22/2016</b>	<b>2016-05</b>	<b>Ballot Quantities and Important Reminders for the March 15, 2016 Primary Election</b>
<b>03/01/2016</b>	<b>2016-06</b>	<b>Unofficial Canvass – March 15, 2016 Primary Election (and Special Congressional Primary Election for the 8<sup>th</sup> Congressional District)</b>
<b>03/01/2016</b>	<b>2016-07</b>	<b>Mandatory Review of Directives Prior to Election Day</b>
<b>03/11/2016</b>	<b>2016-08</b>	<b>Issued Pursuant to Court Order (17 Year Old Voters)</b>
<b>03/15/2016</b>	<b>2016-09</b>	<b>Court Order – Voting locations in Hamilton, Clermont, Butler, and Warren Counties <u>ONLY</u> to remain open until 8:30 PM; Reporting of results must continue to Secretary of State</b>
<b>03/18/2016</b>	<b>2016-10</b>	<b>Official Canvass for the March 15, 2016 Presidential Primary Election (and Special Congressional Primary for the 8<sup>th</sup> Congressional District)</b>

**Advisory**

**None**

**Memorandum**

<b>02/24/2016</b>	<b>2016-01</b>	<b>Special Powers and Responsibilities of Sheriffs on Election Day – March 15, 2016</b>
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Under Election Business, Chairman Cloud stated the provisional ballots will be reviewed. Chairman Cloud moved to approve three provisional ballots with a

date of birth that did not match the voter registration database; seconded by

Member Hall. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Hall moved to approve three provisional ballots cast due to problems with the voting units; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Hall moved to reject four provisional ballots that are incomplete; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Hall moved to approve nine provisional ballots cast by voters who cast issues only ballots on the voting units but requested partisan ballots. He added an order to remake the ballots for votes cast on candidate races only, that may be remade if the issues were voted twice; seconded by Member Wunnenberg.

Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Deputy Director Bucaro presented one provisional ballot to be reviewed for an incorrect address on the envelope. Member Hall moved to approve one provisional ballot with the old address incorrectly written under current address

and the current address written under former address; seconded by Member

Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Wunnenberg moved to approve 2,176 valid provisional ballots;

seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Director Noonan stated there are 402 invalid provisional ballots.

Member Hall moved to reject 346 provisional ballots cast by voters not registered

in the State of Ohio; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Hall moved to reject one provisional ballot with the date of birth missing;

seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Hall moved to reject three provisional ballots missing identification;

seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea



All in favor; motion carried.

Member Hall moved to reject four provisional ballots with incomplete address information; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Hall moved to reject one provisional ballot with incomplete information on the envelope; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Hall moved to reject 23 provisional ballots cast in the wrong polling location; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Hall moved to reject four provisional ballots cast by voters who had already voted in the election; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Hall moved to go into recess; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea

Member Wunnenberg      yea

All in favor; motion carried.

The Board is back in regular session.

Executive Assistant Eric Corbin submitted a list of absentee ballots returned after Election Day that are in question.

Member Hall moved to reject the two absentee ballots with identification problems; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Hall moved to approve the one absentee ballot with a date of birth discrepancy; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Hall moved to reject two absentee ballots with postmarks dated after March 14; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Deputy Director Bucaro stated there are 9,646 total valid absentee ballots with 112 challenged ballots.

Member Wunnenberg moved to certify 170 additional absentee ballots timely received after Election Day to the official count for a total of 9,646 valid absentee ballots; seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Wunnenberg moved to reject the 112 challenged absentee ballots; seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Member Wunnenberg moved to reject 10 ballots with no provisional envelope that were cast after 7:30 p.m.; seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Executive Assistant Eric Corbin presented one absentee ballot for the Board to consider for a remake. Member Hall moved to remake one ballot with issues only; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Under Old Business, Member Wunnenberg moved to approve employee salaries as proposed in the Salary Grade Assignment effective March 28, 2016; seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent

Member Hall                    yea  
Member Wunnenberg        yea

All in favor; motion carried.

Under the Director's Report, Director Noonan stated that the office has been working on completing all the provisional ballots for the Official Canvass. The Poll Worker Department has completed the payroll for the Precinct Election Officials and most of them will be paid on Friday, April 1, 2016. There were three Location Supervisor roundtables held to discuss issues with the March 15, 2016 Primary Election and present feedback. There will be a kickoff meeting with ReVize, the new website company tomorrow.

Member Hall asked if the projector bulb was ordered. Executive Assistant Donna DeFazio will check with the IT Department.

Chairman Cloud stated that it would be beneficial for the Board Members to sit in on a training session with the poll workers in the future. He would like more emphasis in training put on provisional voting.

Deputy Director Bucaro stated there was a higher error rate on provisional ballots this election than in past elections. In Oxford, they were overwhelmed with provisional ballots and had incomplete envelopes. There was 349 provisional ballots cast in one polling location. She stated that she would encourage all the Board members to come to training.

Member Hall stated that staffing poll workers for the election was very good.

Under the Deputy Director's Report, Deputy Director Bucaro stated there are six people to be interviewed for the Community Outreach Coordinator position. There were many strong applicants for the position. We will complete interviews this week and will present a candidate to appoint at the next meeting.

We are going to pilot two electronic poll books for the June 7, 2016 Special Congressional General Election. One is ES&S which has a newer version of our current electronic poll books. The other system is one we tried to pilot last November from Everyone Counts.

We are going to invest additional funds into our voting units in order to be ready for the November election. Voter access cards are old and we need new ones. We are also asking vendors that still support the old system to give us additional canisters and other supplies.

Chairman Cloud noted that the next Board Meeting is a special meeting on Monday, April 4, 2016.

With no further business, Member Hall moved to adjourn; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	yea
Member Wyenandt	absent
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

The meeting was adjourned at approximately 11:15 a.m.

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

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Diane Noonan, Director

\_\_\_\_\_  
Todd Hall, Member

\_\_\_\_\_  
Chris Wunnenberg, III Member

Absent

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Kathleen Wyenandt, Member