

# Butler County Board of Elections Board Meeting Minutes September 12, 2016

The Butler County Board of Elections met on Monday, September 12, 2016, at 9:05 a.m. for a regular meeting. Roll call was taken and present were Chairman Frank Cloud, Member Kathy Wyenandt, Member Todd Hall, Member Chris Wunnenberg, Director Diane Noonan, Deputy Director Jocelyn Bucaro, Executive Assistant Donna DeFazio, Early Voting Administrator Eric Corbin and guest Attorney Bob Selak.

Chairman Cloud submitted the bills for approval. Member Hall asked for an explanation of the 8 VDI's (virtual desktop terminals). Deputy Director Bucaro stated they are not a full personal computer and that makes them cheaper to purchase. They have an image of the network where all your software is stored.


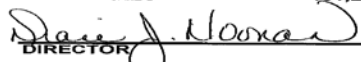
Member Wyenandt moved to approve the bills; seconded by Member Wunnenberg. Roll call:

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

All in favor; motion carried.

BILLS September 12, 2016		
0100-5460-520000	Office supplies	10,654.36
0100-5460-521000	Postage	211.05
0100-5460-525100	Software/ Hardware Equipment	4,278.02
0100-5460-529000	Other mat'l & supplies	29,303.80
0100-5460-530000	Maint & repair - equipment	79.00
0100-5460-530075	Technology support	12,979.64
0100-5460-530310	Rental/lease - equip & vehicles	2,993.15
0100-5460-530500	Travel & training	1,692.29
0100-5460-530550	Employee job related mileage	229.46
0100-5460-536000	Contract services	37,966.37
0100-5460-530300	Temporary Contract Workers	837.00
		<b>TOTAL BILLS</b>
		<b>101,224.14</b>

PAID FROM THE GENERAL FUND  CHAIRMAN	TOTAL BILLS  DIRECTOR
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**BILLS**  
**September 12, 2016**

**OFFICE SUPPLIES (520000)**

**Office Depot Inc**

Office supplies	49.33
Office supplies	206.81
Office supplies	185.83
Office supplies	125.54
Office supplies	123.45

**Quality Publishing Company Inc**

13,964 NCOAs with postage and envelopes	9,652.33
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**Smith, Mickey**

Coffee supplies	23.07
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**TNT Papercraft Inc**

10 boxes of copy paper	288.00
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**TOTAL OFFICE SUPPLIES (520000) 10,654.36**

**POSTAGE (521000)**

**Election System and Software, Inc**

Freight, 500 canisters	183.20
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**Fedex**

July Shipment	27.85
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**TOTAL POSTAGE (521000) 211.05**

**SOFTWARE/HARDWARE EQUIPMENT (525100)**

**CDW Government Inc**

APC smart ups 1500VA	
LCD	493.33
Ricoh 2000 sheet large capacity tray	1,120.53

**Election Systems and software Inc**

**Dell Marketing LP**

8 VDIs	2,664.16
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**TOTAL SOFTWARE/HARDWARE EQUIPMENT (525100) 4,278.02**

**OTHER MATERIAL/SUPPLIES (529000)**

**All Computer Supplies**

Fuser and 4 rollers, HP 905 repair	228.80
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**DeFazio, Donna**

Banners/table cover, BC Fair	6.39
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<b>Dominion Voting Systems, Inc</b>	
300 used voter access cards	1,211.08
<b>Election Systems and Software Inc</b>	
500 canisters for voting units	12,725.00
In-house set-up and BOD fees	1,015.60
<b>Flaggs USA</b>	
4 USA and 4 Ohio flags	530.50
<b>Home Depot</b>	
Projector supplies	72.65
<b>Intab</b>	
2 packs, self-adhesive name tags	81.68
<b>Keene Sporting Goods</b>	
25 BOE shirts	575.00
<b>Lowe's Companies, Inc</b>	
Fair supplies	28.40
<b>Murphy Supply Company</b>	
Cleaning supplies	255.90
<b>Noonan, Diane</b>	
Reimbursement, TSX sample test voter access cards	53.55
<b>Nova Vision, Inc</b>	
15,000 security seals	3,425.74
<b>Office Depot Inc</b>	
200 pack postcards pollworkers supplies	27.30
Election supplies 9/13/16	24.00
Precinct supplies 9/13/16	361.25
Pollworker supplies 9/13/16	146.15
<b>Pitney Bowes</b>	
2 red ink cartridges for mailing equipment	493.68
<b>Printer Zink, Inc (aka American Printing)</b>	
5000 pollworker request trifolds	1,295.00
<b>Pro Source Paper</b>	
50 cases of tsx paper	1,736.00
<b>Quality Publishing Company Inc</b>	
5 green receipt books, CBS	191.52
40,000 Ballot envelopes	1,971.09
10,000 VNCs	1,374.36
1600 polling/precinct change cards	688.53
<b>Smith, Mickey</b>	
12 rolls of Dymo labels	47.70
<b>Uline Inc</b>	
Precinct supplies 90 painters tape and 150 vinyl envelopes	736.93
<b>TOTAL OTHER MATERIAL/SUPPLIES (529000)</b>	<b>29,303.80</b>

**MAINT & REPAIR - EQUIPMENT (530000)**

**All Computer Supplies**

Repair HP 905, Pollworker dept. 79.00

**TOTAL MAINT & REPAIR - EQUIPMENT (530000) 79.00**

**TECHNOLOGY SUPPORT (530075)**

**Data Information Management Systems**

Dimsnet maintenance, June 2016 6,489.82

Dimsnet maintenance, July 2016 6,489.82

Dimsnet maintenance, August 2016

**TOTAL TECHNOLOGY SUPPORT (530075) 12,979.64**

**RENTAL/LEASE - EQUIP & VEHICLES (530310)**

**Butler County Agricultural Society**

Fairgrounds/equipment use for BC Fair, 7/23-7/31 635.00

**Great American Financial Services Co**

3rd quarter copier leases 636.15

**Pitney Bowes**

Mailing Equipment, lease 4/30/16-7/29/16 1,722.00

**TOTAL RENTAL/LEASE - EQUIP & VEHICLES (530310) 2,993.15**

**TRAVEL & TRAINING (530500)**

**Cloud, Frank**

Mileages , SOS conference, Cleveland OH, 6/21-6/23 58.14

**Myers, Angie**

Meals , SOS conference, Cleveland OH, 6/21-6/23 67.10

**Noonan, Diane**

Meals & mileages, DIMS conference, Perrysville OH, 6/8-6/10 292.74

Meals & mileages, SOS conference, Cleveland OH, 6/21-6/23 322.10

**Smith, Mickey**

Meals, Dims conference, Perrysville OH, 6/8-6/10 117.30

**US**

**Bank**

Hotel, DIMS conference in Perrysville, OH 6/08-6/09 269.00

Hotel and parking, SOS conference in Cleveland, OH 6/21-6/23 565.91

**TOTAL TRAVEL & TRAINING (530500) 1,692.29**

**EMPLOYEE JOB RELATED MILEAGE (530550)**

<b>Clendenin, Erin</b>	
Polling location checks	15.30
Various polling location visits, 9/13/16	139.23
<b>Ellenberg, Kim</b>	
Voting nursing homes, 9/13/16	41.31
<b>Goins, Betty</b>	
Morgan Township, 8/2/16	16.83
<b>Mobley, Lisa</b>	
Voting various nursing homes, 9/13/16	16.79
<b>TOTAL EMPLOYEE JOB RELATED TRAVEL (530550)</b>	<b>229.46</b>

**OTHER CONTRACT SERVICES (536000)**

**Alexander Patterson Group Inc**

<b>Constant Contact, INC</b>	
6 months newsletter services	192.00

<b>Democracy Live</b>	
ADA/UOCAVA electronic ballot delivery set-up fees	11,600.00

<b>Election Systems and Software, Inc</b>	
Ballot sla/set-up fees, 9/13/16	264.05

<b>Frontier Communications</b>	
2016 monthly listings in Oxford, OH 6/22/16-7/21/16	5.00
2016 monthly listings in Oxford, OH 7/22/16-8/21/16	5.00
2016 monthly listings in Oxford, OH 8/22/16-9/21/16	5.00

<b>Hamilton City School District Treasurer</b>	
Polling custodial fees, 6/7/16	990.00

<b>Miami University , Hamilton</b>	
Polling custodial fees, 6/7/16	150.00

<b>Miami University, Verity Lodge</b>	
Polling custodial fees, 6/7/16	150.00

<b>Millenium Business System Inc</b>	
2016 election flex copies 4/28/16-5/27/16	418.07
2016 election flex copies 5/28/16-6/27/16	311.15
2016 election flex copies 6/28/16-7/27/16	108.02
2016 election flex copies 7/28/16-8/27/16	223.56

<b>Noonan, Diane</b>	
Pollworker newsletter via Constant Contact, 7/1/16-7/31/16	56.00

**Prosource**

Copiers maintenance/flex copies, 7/1/16-9/30/16	296.02
<b>Rapier Electric Inc</b>	
Labor/materials, relocation electrical source, boardroom	1,000.00
<b>University Moving and Storage</b>	
Pick and delivery of voting units, 6/7/16	21,285.00
Pick and delivery of 50 voting units from Belmont County	907.50
<b>TOTAL OTHER CONTRACT SERVICES (536000)</b>	<b>37,966.37</b>

**TEMP AGENCY CONTRACT WORKERS (536000-530320)**

<b>Robert Half International Inc</b>	
Temp worker, w/e 7/15/16	390.60
Temp worker, w/e 7/22/16	446.40
<b>TOTAL TEMP AGENCY CONTRACT WORKERS (536000-530320)</b>	<b>837.00</b>

Chairman Cloud submitted the minutes of July 18<sup>th</sup>, August 15<sup>th</sup> and August 22, 2016 for approval. Member Wunnenberg moved to approve the minutes of July 18<sup>th</sup> and August 22<sup>nd</sup>; seconded by Member Hall. Roll call:

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

All in favor; motion carried.

Member Hall moved to approve the minutes of August 15<sup>th</sup>; seconded by

Member Wyenandt. Roll call:

Chairman Cloud	yea
Member Wyenandt	yea
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:

**Directives**

- 08/19/2016 2016-29 Unofficial and Official Canvass of the September 13, 2016 Special Congressional Democratic Primary Election for the 8<sup>th</sup> Congressional District**
- 08/26/2016 2016-30 Instructions Regarding the Review, Examination, and Verification of the Part-Petitions Proposing an Initiated Statute (Drug Price Relief Act) Filed Pursuant to *Ohio Manufacturers' Association v. Ohioans for Drug Price Relief Act*, Slip Opinion 2016-Ohio-5377**
- 08/29/2016 2016-31 Ballots and Candidates for the November 8, 2016 Presidential General Election**
- 09/01/2016 2016-32 Write-In Candidates for President and Vice President and U.S. Senator**

**Advisories**

- 08/31/2016 2016-04 Electronic Registration Information Center, Inc. (ERIC)**
- 09/07/2016 2016-05 Sub. H.B. 359, Safe at Home/Address Confidentiality Program (131<sup>st</sup> General Assembly)**

**Memorandum None**

Under Election Business, Director Noonan submitted the list of 1,359 Precinct Election Officials for the November 8, 2016 General Election for a one year appointment. Member Hall moved to approve the list of Precinct Election Officials; seconded by Member Wyenandt. Roll call:

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

All in favor; motion carried.

Under Old Business, Director Noonan submitted a list for withdrawal of complaint to the Ohio Election Commission. Member Wyenandt moved to approve the withdrawal of complaint on Citizens to Elect Hensley and Jessica Cooney –

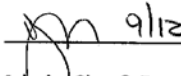
Trenton City Council Campaign; seconded by Member Hall. Roll call:

Chairman Cloud	yea
Member Wyenandt	yea
Member Hall	yea

Member Wunnenberg      yea

All in favor; motion carried.

Withdrawal Approved

 9/12/16  
Admin. Sign & Date

Butler County Board of Elections

Ohio Election Commission  
September 12, 2016

Withdrawal of Complaint

**Campaign Committees in Compliance:**

**Citizens to Elect Hensley**

- Originally referred for failure to file 2015 Post-General report. Committee filed a 2015 Post-General Election Termination campaign finance report on 9/9/16. Committee is now in compliance with Ohio campaign finance laws.

**Jessica Cooney- Trenton City Council Campaign**

- Originally referred for failure to file 2015 Post-General report. Committee filed a 2015 Post-General Election Termination campaign finance report on 9/9/16. Committee is now in compliance with Ohio campaign finance laws.

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Also under Old Business, Deputy Director Bucaro stated the new website is live effective September 7<sup>th</sup>. She discussed with the vendor the \$1,000 fee for content migration and asked that the fee be removed as the migration was completed by Butler County Information Services, Deputy Director Bucaro and Joe Andrews. The invoice will be \$7,500 instead of \$8,500. Director Noonan stated she has received positive comments about the new site. Member Wyenandt stated the new section explaining how to be a candidate is very good and will help our local candidates.



Under New Business, Director Noonan submitted the proposed 2017 Budget with an increase of \$4 million to purchase a new voting system and electronic poll books. We must replace the electronic poll books by June 2017 or lose the 85% reimbursement. Member Hall asked about the history of the equipment. Director Noonan stated we have had the equipment for 10 years. Deputy Director Bucaro stated the equipment was made in 2000 so it is 15 years old and we purchased it in 2005. The life expectancy of the equipment was 10 years so we are one year past that. She also stated that the touch screens are losing their sensitivity and it is getting harder for the voters to vote on the equipment. Deputy Director Bucaro also noted that the voter access cards are wearing out and we spent a lot of money this year to replace them. Our server is also old and we have had a few strange glitches recently. There was a server upgrade in 2011 but we continue to experience software problems that the upgrade was supposed to fix. We have also experienced problems with the scanners in November 2015.

Deputy Director Bucaro stated that replacing the equipment in a municipal year is essential and replacing in 2017 is ideal because it would give us time to get to know the equipment prior to a presidential election. The State will be appropriating money but we do not know how much and the State will be doing the request for proposals. The \$4 million in capital improvements does not account for the State reimbursement. The county will have to appropriate the funds and then get reimbursed. Director Noonan stated that we have been discussing the new equipment needs with the Commissioners for several years. The budget meeting with the Commissioners is October 10<sup>th</sup> at 10:45 a.m. and we get 15 minutes to present the budget. Member Wunnenberg moved to approve the 2017 budget; seconded by Member Hall. Roll call:

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

All in favor; motion carried.

Member Hall asked for an explanation of the vacant office worker listed in the 2017 budget. Deputy Director Bucaro stated that is a calculation based on our

temporary workers. This year we have had a temporary worker in the warehouse all year due to several elections.

Under the Director's Report, Director Noonan stated that the September 13, 2016 Special Congressional Primary Election should run very smooth. She stated that we have 22 part-time people in the office and they are all doing very well preparing for the November Election. Early Voting absentee requests will begin to come in as the Secretary of State mailed out requests to all active voters.

The Poll Worker Department has currently recruited 2,017 poll workers for the November 8, 2016 Presidential Election. The Community Outreach Coordinator Tammy Cuevas has done an excellent job in recruiting poll workers. She has purchased ads on Facebook which have been very effective and we have gotten a very strong response. There have been at least 140 applications received through the Facebook outreach. She has also gone to several Chambers of Commerce in the county to share our need for poll workers as well as schools and other businesses. Member Wunnenberg asked how many poll workers are needed for the November Election. Director Noonan stated we want to train at least 1,600. Member Hall stated that he likes the chart in the poll worker department that shows the current count of poll workers recruited.

Under the Deputy Director's Report, Deputy Director Bucaro stated the letters explaining the need for new voting equipment signed by the Commissioners and Board Members were mailed to the state legislators last week.

She also reported that we are going to host mock elections for Miami University campuses in Oxford, Hamilton and Middletown on September 12<sup>th</sup>, 13<sup>th</sup>, and 14<sup>th</sup> so new voters will be able to view the voting equipment and learn what ID is needed. There will be a straw poll taken and we will give Miami University the results of the balloting. It is Citizen and Democracy week at Miami University.

Deputy Director Bucaro stated there is new legislation being proposed that will eliminate the need in the future for a Special Primary Election when only one candidate is certified, which is something we requested the State to do.

She shared Early Voting statistics for the September 13<sup>th</sup> Primary Election and November Election. We issued 307 ballots, and have had 198 ballots returned, including 83 ballots voted in office and 115 ballots by mail in the September Primary.

For the November Presidential Election, we have issued 2,190 ballots, including 719 Republican requests, 292 Democratic requests, 3 Green Party requests and 1,176 unaffiliated requests. That is 185 fewer than at the same point in 2012. We anticipate mailing 20,000 ballots in the first mailing. Deputy Director Bucaro stated that we expect to have a lot more voters in-person than by mail. We are planning on 30,000 in-person early voters.

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

Wyenandt. Roll call:

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

All in favor; motion carried.

The meeting was adjourned at approximately 9:40 a.m.

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Frank Cloud, Chairman

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Diane Noonan, Director

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Todd Hall, Member

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Chris Wunnenberg, III Member

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Kathleen Wyenandt, Member