

**BOARD OF ELECTIONS AND VOTER REGISTRATION OF JASPER COUNTY  
BOARD MINUTES**

**JANUARY 14, 2016 - 5:00 P.M.**

**PRESENT:** Chairman Joseph Arzillo; Commissioner Rodney Catterton; Commissioner Denise Davidson; Commissioner Timothy Crosby; Commissioner John Kemp and Director Jeanine Bostick.

ABSENT: Vice Chair Pamela Williams and Commissioner Carl Tyler.

**NOTIFICATION TO MEDIA:** Chairman Arzillo announced that the media had been notified.

**PLEDGE OF ALLEGIANCE:** All

**INNOVATION:** Commissioner Timothy Crosby.

**APPROVAL OF AGENDA:** Motioned by Commissioner Davidson and seconded by Commissioner Crosby to approve the agenda for tonight's meeting. One opposed, Commissioner Kemp. Motion carried.

**APPROVAL OF MINUTES:** Motioned by Commissioner Davidson, to approve November 12, 2015 Board Minutes and seconded by Commissioner Kemp. Motion carried unanimously.

**EXECUTIVE SESSION:** Motioned by Commissioner Davidson and seconded by Commissioner Crosby to go into Executive Session for personnel reasons. Chairman Arzillo announced there were no actions taken in Executive Session. Motioned by Commissioner Crosby and seconded by Commissioner Kemp to return out of Executive Session.

**NEW BUSINESS: Discussion of Purged Files.** The Director informed the Board the State has not purged the voter registration database system as of today. The Director shared with the Board the "Board Use Only Report" this report can be reviewed by the Board and if there are any persons that are found deceased the Director would notify the State Election Commission to have that individual name removed.

**Review of Policy and Procedures Manual.** Commissioner Kemp presented the Board with a list of suggestions for the Policy and Procedures Manual. The Board was asked to review the list of suggestions and be prepared to discuss at the next Board meeting.

**Discussion on "Meeting Procedures", ie., Possibly Workshops prior to Business Meeting.** Commissioner Kemp mentioned possibly having a thirty minutes workshop prior to the Board's business meetings. Commissioner Kemp felt this would give the Board a chance to have an open discussion in a not so formal setting. Several views and concerns were mentioned and it was decided this discussion would be continued at a later time.

**Discussion of Poll Workers.** The Director presented the Board with the proposed list of poll workers the Board reviewed the list and it was the Board's consensus to approve the list of Poll Workers as proposed. *Commissioner Davidson stated she would like to be involved in the selection of Poll workers for future elections. SC Law 7-13-72.*

**NEW BUSINESS CONT'D.: Discussion of Poll Workers.** The Director informed the Board of the upcoming certification training for poll workers scheduled for Saturday, February 6, 2016 at 9am and Friday, February 12, 2016 at 6pm at the Government Office Building, on the 3<sup>rd</sup> floor, in the Council Chambers.

**DIRECTOR'S REPORT:** The Director informed the Board there are several correspondences in their packets that were for their information only and to please review at their leisure. The Director reminded the Board of the upcoming Presidential Preference Primaries in February and dates of importance leading up to Election Day and after. Please remember to mark your calendars.

The Director issued to the Board a flyer for a Assist Bell Sign Set. This device would be helpful at the precincts for curbside voting. The Assist Bell Sign Set would be stationed outside the precincts and those voters wishing to vote curbside would drive up and swipe their hand across the device and a signal is transmitted into the precinct notifying the poll worker a voter is requesting to vote curbside. The device transmits up to 950 feet, making Election Day simpler for everyone. Cost is \$99.95. Motioned by Commissioner Kemp and seconded by Commissioner Davidson to purchase one unit to try out and also the device would certainly help with meeting our ADA compliance needs. Motion carried unanimously.

The Director informed the Board of the upcoming certification training courses coming in March at the SCARE Conference; also in April, July, in August, in September and in December 2016 at the State Election Commission office. The Director asked each Board Member to please review the classes, notify the Director immediately your class of choice. The Board also has the option of registering themselves online, but remember to let the Director know, so the Director can request a check to cover the cost of training.

Total Registered voters of as December 13, 2015: **16,483**

**BOARD ISSUES AND CONCERNS:** The Board discussed having a Budget Workshop to discuss the 2016-2017 budgets. It was discussed and decided that a few Board Members, not a Quorum would meet first with the Director to review the Budget and the Board would meet later to further discuss and approve the proposed budget. The dates discussed for the Budget Workshop were Thursday, January 28<sup>th</sup> or Thursday, February 4<sup>th</sup>.

Commissioner Kemp asked if the Board Members could be issued email addresses from the County instead of using their personal email addresses. The Director stated she would check with Human Resources and the IT Director about this request.

**CHAIRMAN'S REPORT:** None

#### **TOPIC(S) OF DISCUSSION FOR NEXT MEETING**

- Policy and Procedures Manual
- Petition Standards

**PUBLIC COMMENTS:** *Mr. Milton Woods addressed the Board concerning not receiving a written response from the Board of Election concerns that were presented to the Board.* Chairman Arzillo reminded Mr. Woods the Board did respond to the matters and the Board met with one individual named in the matter. Each issue was reviewed and discussed by the sitting Board at that time.

**ADJOURNMENT:** Motioned to adjourn by Commissioner Kemp and seconded by Commissioner Crosby. Meeting adjourned at 7:40pm. Motion carried unanimously.

Respectfully submitted by:

Jeanine Bostick, Director

cc: File

Election Commission

Mr. Andy Fulghum, County Administrator

Mrs. Judy Frank, Clerk of Council

Mrs. Helen Pittman, Jasper County Delegation Office