

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

**BOARD MEETING MINUTES**

**THURSDAY, MAY 8, 2014**

**PRESENT:** Chairman Joseph Arzillo; Vice Chairman Albert Stiffler; Commissioner Donald Sheftall, Sr.; Commissioner Lillian King; Commissioner Pamela Williams; Commissioner Carl Tyler; Commissioner Rodney Catterton; Commissioners Patricia Walls and Director Jeanine Bostick.

**ABSENT:** Commissioner Donald Sheftall and Commissioner Warren Johnson.

The meeting was called to order by Chairman Arzillo.

Pledge of Allegiance by all.

**APPROVAL OF MINUTES:** Motioned by Commissioner Walls to approve the minutes, seconded by Commissioner King. Motion carried unanimously

**APPROVAL OF AGENDA:** Motioned by Commissioner Tyler to approve tonight's agenda, seconded by Commissioner King. Motion carried unanimously.

**NEW BUSINESS: A. SET TIME AND DATE FOR BOARD INSPECTION AND APPROVAL OF PROPOSED SUN CITY NORTH PRECINCT:** Chairman Arzillo informed the Board that a date and time to inspect the proposed new location for the Sun City area needed to be set. Commissioner Catterton asked what are the requirements for approving a new voting precinct. Vice Chairman Stiffler explained that the Board would determine if the facility has adequate space and meets HAVA requirements. Commissioner Williams asked when would the Board receive the manual of requirements to review so that we know what we are doing. Chairman Arzillo asked the Director if there is a manual available that listed the requirements for approving voting precincts. The Director stated that the facility needed to meet HAVA requirements and she would check with the State Election Commission concerning a manual that listed other specific requirements. Chairman Arzillo asked the Director what is the time frame on getting this done. The Director stated as quickly as possible to be ready for the November General Election. The approval of the new precinct is effective July 1, 2014. We will start switching voters to the new precinct and issuing new cards once the State has add the precinct information in the VREMS. Also, please keep in mind July 15<sup>th</sup> is the deadline to turn in petitions, signatures would need to be verified and submitted to the State Election Commission by August 15, 2014 for petition candidates. Commissioner Catterton asked are we replacing a facility in that area or would this be a new precinct. The Director confirmed this would be a new precinct for that area giving us a total of fifteen precincts. Commissioner King asked would this take place before or after the June Primary.

**NEW BUSINESS CONT'D.: A. SET TIME AND DATE FOR BOARD INSPECTION AND APPROVAL OF PROPOSED SUN CITY NORTH PRECINCT:**

Chairman Arzillo stated the new precinct would be effective July 1, 2014 and will be open to the public for the November General Election. With no further discussion Vice Chairman Stiffler motioned, seconded by Commissioner Williams that the Board would meet Tuesday, June 17, 2014 at 3pm to inspect the Sun City North location and passes would be available at the gate for entry. Motioned carried unanimously. Commissioner King asked if the Board could meet at the County building to carpool. Commissioner Williams asked had any of the other Board members been involved in approving precincts, the response to Commissioner King and Commissioner Williams questions were yes.

**B. ASSIGN BOARD MEMBERS TO PRECINCTS FOR JUNE PRIMARY:**

Chairman Arzillo stated he would like to be assigned to the Grahamville 2 precinct and possibly another. The following Commissioners requested to be assigned to the following precincts: Commissioner King, Coosawhatchie; Commissioner Catterton, Gillisonville and Grays; Vice Chairman Stiffler, Grahamville 1; Commissioner Williams, Hardeeville 2; Commissioner Walls, Levy and Okatie and Commissioner Tyler, Ridgeland 3. Chairman Arzillo stated he will get with the Commissioners that are not at tonight's meeting to see which precinct they would like to be assigned to. The Director explained that its normal practice that each Commissioner visits the precincts first thing on election day and report to the Voter Registration Office by 9:00 a.m. to begin the Absentee process and after that is completed the Board would revisit the precincts and check in periodically. The Board would return to the Voter Registration Office later that afternoon to continue the Absentee process for those paper ballots they may have come in after lunch. Commissioner King also commented. Board members may find it necessary to sit at the precincts all day, but the normal practice on election day as the Director stated is to visit the precincts first thing that morning to ensure the precinct is open and all the necessary tasks have been done, like printing the zero tapes, ensuring the precinct is set up correctly and ready for the first voter. Having two precincts to visit would take up that hour or hour and half you may spend at each precinct and the Commissioners would need to be at Voter Central by 9am to begin the opening of Absentee ballots and once that process is completed the Commissioners may want to revisit the precincts, it may be a little intimidating for the Commissioners to sit at the precinct all day, the poll managers would have been trained on knowing what to do and the Commissioners would need to return to Voter Central to open any additional Absentee ballots that may have come in later that day. Each precinct would be given a list with the Commissioner's cellphone numbers and instructions are given if there are any problems they cannot handle, they can call the Director or the Commissioner that is assign to that precinct. Commissioner Tyler concurred with Commissioner King. Commissioner Catterton commented that being that more than half of the Board is new and if there are questions and the Commissioner is unsure of how to handle the matter the Director would need to be notified and this could cause a delay of action. Chairman Arzillo stated that very well may be and he encourages each Commissioner to attend the trainings that the Director has scheduled.

**B. ASSIGN BOARD MEMBERS TO PRECINCTS FOR JUNE PRIMARY, CONT.D:**

Commissioner Williams informed the Board that there is a Troubleshooting Guide on the flip side of the Poll Manager's Handbook that could be helpful to solving questions that may come up at the precincts. The Director informed the Board that if any technical issues should come up we have two Rovers (Branden Sheftall and Tracy Rogers) that we would be dispatched out to resolve those problems.

**DIRECTOR'S REPORT:** The Director informed the Board that in their packet is a schedule of upcoming Certification Training courses. Please review and select the required courses and notify the Director as soon as possible because these classes fill up quickly.

Also in your packets is a letter of request to contact your local senators concerning local government funding.

There is a letter from our County Attorney Mr. Marvin Jones clarifying that the Voter Registration Office would be responsible for collecting the filing fees from the candidates, but the Political Parties Chairpersons would still be responsible for the certification of the candidates.

The Director distributed two calendars of upcoming events leading up to the June Primary. The City of Hardeeville Election is Tuesday, May 13, 2014 and the Absentee precinct is open. Clearing and Testing of the iVotronics for the June Primary Absentee precinct will take place Friday, May 9, 2014 at 9am and the public is welcome and the Political Parties Chairpersons have been notified. The first Poll Managers training will be Saturday, May 17, 2014, 9am-12pm for the first seven precincts, Saturday, May 31, 2014, 9am-12pm will be training for the second seven precincts and Friday, June 6, 2014, 6pm will be the second training for all Poll Clerks and Co-Clerks. The June Primary Absentee precinct will open on Monday, May 12, 2014 at 9am and go through June 9, 2014, 5pm.

Total Registered Voters: **14,910.**

The Director informed the Board that out of the Gillisonville Precinct Poll Manager (67) called today and stated she is unavailable to work. Commissioner King asked do we have someone in place to replace this individual. Chairman Arzillo stated that he and the Director will get together and put together some things and forward to the other Board members for their input.

**CHAIRMAN'S REPORT:** Chairman Arzillo stated that we talked about Executive Session and how we can't go into it blanket, we have to list the reason and that is true with Old Business and New Business. Chairman Arzillo asked the Board to email him, the Director and all Board members for items that they may want to add to the agenda and the Chairman will decide if it could be added to the agenda.

**PUBLIC COMMENTS:** Mrs. Nancy Warren spoke on behalf of the Democratic Party and how they were very concern of the selection of poll workers with lack of experience, but she was glad to hear we would be having some training.

It is a very serious concern that these individuals selected having a lack of experience and as Commissioner Catterton stated majority of this Board also lacks experience and it's a concern of how the Board is going to handle any issues at the precincts. You don't know what the problems will be and we are seriously concern about that and the voters. I think you guys are under estimating the things that could happen. On behalf of the Democratic Party I hope you guys are prepared and ready to deal with whatever comes up. This is primarily a Democratic election we have no Republicans running? Director commented not locally.

**ADJOURNMENT:** With no further business motioned to adjourned by Commissioner Walls, seconded by Commissioner King. The meeting adjourned at 5:30pm. Motion carried unanimously.

Respectfully submitted by, Jeanine M. Bostick, Director

cc: File; Election Commission; Mr. Andy Fulghum, County Administrator; Mrs. Judy Frank, County Clerk of Council; Rep. Bill Bowers, District 122