

BOARD OF ELECTIONS AND VOTER REGISTRATION OF JASPER COUNTY

BOARD MEETING MINUTES – JUNE 8, 2017

PRESENT: Chairman Joseph Arzillo; Vice Chairperson Pamela M. Williams; Mr. Carl Tyler; Mr. Timothy Crosby; Mr. Rodney Catterton; Mrs. Denise Davidson; Ms. Carrie Fair; Ms. Regenia Scott; Mr. John Kemp and the Director Ms. Jeanine Bostick.

ABSENT: None

The meeting was called to order by Chairman Arzillo.

INVOCATION: Mr. Timothy Crosby.

Pledge Allegiance by all.

APPROVAL OF AGENDA: Motioned by Mrs. Davidson, seconded by Mrs. Scott to approve the agenda for tonight's meeting. Motion carried unanimously.

APPROVAL OF MINUTES: May 11, 2017: Motioned by Mrs. Scott, seconded Mr. Tyler to approve the minutes from the last meeting. Ms. Fair stated she would like to see items that were discussed in last month's meeting be followed up on. Motion carried unanimously.

OLD BUSINESS: Update: 2017 Polling Place Accessibility Survey: Mr. Kemp informed the Board the ADA surveys for the precincts were completed except for Ridgeland 1; Ridgeland 2; Absentee Precinct and proposed polling place Kingdom Touch Ministries. Mr. Kemp stated he plans to finish the other reports hopefully by next week. Mr. Kemp stated he took photos of all the precincts. Mr. Kemp stated he would like the Board to approve asking Maggie Knowles; Coordinator with Protection and Advocacy for People with Disabilities, Inc., to visit a few precincts to ensure the Board didn't miss anything. Motioned by Mr. Kemp, seconded by Ms. Fair to invite Ms. Knowles. Mrs. Davidson, asked is it Ms. Knowles responsibility to come out to all counties and visit the precincts. The Director stated Ms. Knowles assisted Jasper with the 2015 ADA surveys and Ms. Knowles has stated she would be available to come and assist with surveys, if her services were needed. Motion carried unanimously. Mr. Kemp also stated rubber door knob covers were purchased to better assist persons with disabilities with opening a door at the precincts. Ms. Fair asked were the rubber door knob covers ADA compliance and how were they purchased. Mrs. Davidson asked who would be responsible for installing the rubber door knob covers. The Director stated a purchase order was done through the Finance Department to purchase the rubber door knob covers. Mr. Kemp stated the rubber door knob covers can be installed by the persons delivering the voting machines or the Poll Clerk could install the rubber door knob covers on Election Day when sitting up the precinct. Mrs. Williams stated there is also a concern with the handicap accessible signs height level. Mrs. Scott thanked Mr. Kemp for all the work he put into doing the surveys.

PRECINCT(S) RELOCATION: (Hardeeville 2 and Ridgeland 2): The Director stated the Hardeeville 2 precinct did not need to be relocated. The facility is ADA compliance there is a matter of space within the precinct that can easily be resolved by possibly rearranging how the precinct is set up on Election Day. The facility itself is accessible. The Director stated when scheduling the appointment for the ADA Survey at the Ridgeland 2 precinct it was stated they did not want any more elections there. However, a email was sent authorizing the use of the facility for the 2018 elections. Mrs. Davidson stated she wasn't aware of any discussion of the above listed precincts. Mrs. Davidson asked the Director to forward her the email sent from the contact at the Ridgeland 2 precinct Mr. Kemp commented that he spoke to Mrs. Davidson about not moving the Hardeeville 2 precinct prior to this meeting and Mrs. Davidson stated to Mr. Kemp she would speak with Chris Whitmire of SEC on the matter. Mr. Kemp stated he has not received any feedback on this matter from Mrs. Davidson. Ms. Fair stated she thought the reason for moving the Hardeeville 2 precinct was because the facility was too small. Mrs. Scott stated that was her concern, the room being too small. It was motioned by Vice Chairperson Williams, seconded by Mr. Catterton to table any further discussion on Hardeeville 2 and Ridgeland 2 relocations until the next Board meeting and until further information is gathered on relocating the precincts. Seven yes; Mrs. Davidson; Mr. Crosby; Ms. Fair; Mr. Arzillo; Mrs. Williams; Mr. Catterton; Mr. Tyler; one No, Mr. Kemp and one abstain, Mrs. Scott. Motion carried.

GOAL COMMITTEE: Mr. Kemp stated the Goal Sub-Committee met and the following goal topics were suggested: Education; Security; Community Outreach; Board Guidelines; Office Upgrade and ADA. Mr. Kemp suggested the following persons to Chair the following goal topics: Mr. Crosby – Education; Vice Chairperson Williams – Security; Ms. Fair – Community Outreach; Mr. Kemp – Board Guidelines; Mr. Arzillo – Office Upgrade and if no one wanted ADA, Mr. Kemp would Chair, ADA. It was motioned by Mr. Crosby to authorize the committee Chair's as recommended by Mr. Kemp, motion seconded by Mrs. Scott. Motion carried unanimously. Mr. Kemp asked that each Chairperson form their committee; schedule a meeting with their committee members and report to the Board of their plans on how to achieve their assigned goals. Mr. Kemp stated that if there were any questions from the various committees the Chairperson could contact the Sub-Committee and the Sub-Committee would discuss and respond back to the committee.

MOTION RESOLUTION: Mr. Crosby stated he would like the Board to consider the motion resolution in their packet. The motion resolution requires the Board member to submit a written motion detailing the explanation of the motion, giving the Board full clarity of the motion. It was motioned by Mr. Crosby and seconded by Mrs. Davidson to approve the motion resolution. Discussion: Ms. Fair asked if a topic on the agenda is being discussed at a Board meeting and the Chairman calls for motion how could that motion be written in advance. Mr. Crosby stated we have the authority to suspend rules and secondly it may help our situation to not have a lot of motions. Ms. Fair asked for clarity, a motion should be written down and discussed at the next meeting. Mr. Crosby stated he preferred the individual bring the written motion to the meeting and the Board considers the motion and vote on it or it may need to be tabled until the next meeting. Mrs. Williams asked why we were going through this process when we have discussions on motions it becomes clearer when it's discussed.

MOTION RESOLUTION, CONT'D.: An individual may write something and it may not come out the way the individual intended, thinks it makes things complicated. Chairman Arzillo stated a few things, the duty of the Chairman is to set the agenda and if anyone on the Board wanted to change the agenda that individual can make that request. You are asking the Chairman to accept hand written motions prior to a meeting. Chairman gave an example given to him by the County Attorney, *“we came here to buy a lawnmower and to spend a certain amount of money and we wanted to change to something different, we wouldn't be able to do that because the hand written motion would limit us. We could do it but it would put us at a delay until the next meeting”*, we couldn't come in a meeting and effectively do business in the Chairman's opinion. It would delay the process at least by one meeting. Mr. Crosby stated he don't know if he agreed with that premises. Mr. Crosby stated the Chairman sets the agenda to order the meeting and if there is a need to suspend the rules the Board can do that at anytime. This process would definitely save time; not delay or prolong meetings and offer some clarity; the individual would present their motion in writing explaining the motion in details. Mr. Crosby stated it has happen several times a motion was offered and it wasn't clear what the Board was voting on. Right now motions are offered and are tabled because we don't clearly understand the motion and this delays things. The Chairman sets the agenda and the Chairman would oversee the process of this matter. Ms. Fair asked does anyone know what Roberts Rule of Order states about this issue. Mr. Kemp stated in a way he likes the motion resolution and in a way he doesn't like it. It creates clarity and it also creates confusion. Mr. Crosby stated this process would not create any delay, the motion would be discussed at that meeting and be said and done. Mr. Kemp asked can you amend the written motion at the meeting its being voted on, we would have to stop the motion and go back and rewrite the motion and bring it back to Board to be voted on again at the next meeting, which could lead to several meetings before it's finally voted on. The amendment becomes another motion that would have to be voted on at another time. Mr. Kemp stated we should have done a workshop on this matter before the resolution was brought to the Board. With no further discussion a vote was taken. Two yes; Mr. Crosby and Mrs. Davidson; Five opposed; Ms. Fair; Chairman Arzillo; Vice Chairperson Williams; Mr. Catterton and Mr. Tyler; Two abstain; Mr. Kemp and Mrs. Scott. Motion failed.

DIRECTOR'S REPORT: Terrance Foulks and Howard Snider of SEC Visit: The Director informed the Board that Mr. Foulks was available to visit and attend the Board's July meeting; however, Mr. Snider was not available. The Director will notify Mr. Foulks and confirm his visit and attendance at the July meeting. It was asked where next month's meeting would be held. It was motioned by Mr. Kemp, seconded by Vice Chairperson Williams to hold next month's meeting at the Mary Gordon Ellis Building Chambers. The Director will check the condition of the Chambers and notify the Board.

Correction in Policy & Procedures Manual: Board Attendance: The Director informed the Board in the Policy and Procedures Manual under Board Attendance, Mr. Foulks, SEC Area Representative stated we need to change five days of consecutive absences to read: three days of consecutive absence as stated in the SC Code of Law 7-5-10. With no objections, it was motioned by Mrs. Scott, seconded by Vice Chairperson Williams to have the Director make the necessary corrections. Motion carried unanimously.

Priority Goals for Voter Registration: Letter to County Council: The Director discussed the drafted letter to County Council with the Board. Mr. Kemp stated he didn't think this letter was what County Council was wanting per Councilwoman Clark. He stated he thought Council wanted a letter concerning the cost to refurbish the office building. The Director stated the letter was drafted based on a conversation with Councilman Etheridge. It was suggested possibly changing around the priority and making refurbishing the office a top priority and if possible include an estimated cost for these renovations. The Director stated she would change to priorities arrangements.

The Director informed the Board the voter registration application files are complete and are ready for pickup to be electronically scanned. The Director stated she will request a purchase order from Finance and once the purchase order is approve, the Director will schedule a pickup.

Total registered voters as May 28, 2017: **18,501.**

CHAIRMAN'S REPORT: None.

BOARD ISSUES AND CONCERNS:

- Ms. Fair stated she was in training last month and the training was very informative. Ms. Fair commented on absentee voting and the letter Mr. Kemp wrote about absentee voting. The State stated if a person calls for an absentee ballot for any of the listed reasons and if that voter came to the precinct to vote on Election Day and stated he/she did not receive their absentee ballot that individual can be issued a Provisional Ballot, however, if the voter states they left their absentee ballot at home, the voter has to return the ballot to the Voter Registration office before the voter is allowed to vote. Ms. Fair stated she doesn't see legislation changing that law **at this time.*
- Mr. Kemp mentioned addressing the City of Hardeeville election issue. The Board needs to possibly meet with their Board to discuss the matter and the problems ahead.
- Mr. Crosby commented to disregard the motion resolution **on rules of debate for the Board.*
- The Director informed the Board the Delegation did not provide funds to refurbish our existing voting system. The Director suggested meeting with County Council amend the budget to include funds to refurbish our voting system and purchasing a new optical ballot scanner. Chairman Arzillo asked the Director to draft a recommendation to County Council on this matter.

TOPIC(S) OF DISCUSSION FOR NEXT MEETING:

- ADA Report Update
- Meeting with Terrance Foulks, SEC (Discussion: Security Issues)

PUBLIC COMMENT(S): None.

EXECUTIVE SESSION: Motioned by Mrs. Scott, seconded by Mr. Kemp to go into Executive Session. Chairman Arzillo stated no motions were made while in Executive Session.

Mr. Kemp motioned to return out of Executive Session, seconded by Vice Chairperson Williams. Motion carried unanimously.

AJOURNMENT: With no further business a motioned to adjourn by Mr. Kemp, seconded by Vice Chairperson Williams. Meeting adjourn at 7:50 p.m. Motion carried unanimously.

Respectfully submitted: Jeanine M. Bostick, Director

cc: File; Mr. Andy Fulghum, County Administrator; Mrs. Judy Frank, Clerk of Council and Mrs. Helen Pittman, Jasper Delegation.

**Additions July 13, 2017.*