

BOARD OF ELECTIONS AND VOTER REGISTRATION OF JASPER COUNTY

BOARD MEETING MINUTES – APRIL 11, 2019

PRESENT: Chairman Joseph Arzillo; Vice Chairwoman Pamela M. Williams; Mr. John Kemp; Ms. Carrie Fair; Mr. Rodney Catterton and the Director Ms. Jeanine Bostick.

ABSENT: Mrs. Denise Davidson.

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

INVOCATION: Ms. Fair.

PLEDGE OF ALLEGIANCE: All

APPROVAL OF AGENDA: Motioned by Ms. Fair and seconded by Vice Chairwoman Williams to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES: MARCH 14, 2019 BOARD MEETING MINUTES: Motioned by Ms. Fair that the minutes be approved with any necessary corrections, seconded by Mr. Kemp. Motion carried unanimously.

PUBLIC COMMENTS: None.

OLD BUSINESS: DISASTER AND EMERGENCY PREPAREDNESS PLAN (VICE CHAIRWOMAN WILLIAMS): Vice Chairwoman Williams stated there were a few grammatical corrections and once those corrections were made she is requesting a copy of the plan be given to Emergency Services and the County Administrator. Mr. Kemp is requesting copies of the office exit diagrams be added to the plan and a cover page separating sections for Office Procedures and Election Day Procedures be added and make the cover pages a different color. Ms. Fair asked is the Fire Department in agreement with our plan. The Director stated the plan will be shared with Emergency Services and the County Administrator, the plan is ideas and procedures to be followed by Voter Registration, and the County has its own emergency procedures in place for the County. It was motioned by Vice Chairwoman Williams to approve the Disaster and Emergency Preparedness Plan with the necessary corrections, motion seconded by Mr. Kemp. Discussion: Mr. Catterton asked, should we be approving a plan before sending to the Emergency Services and the County Administrator. Vice Chairwoman Williams stated the plan is being shared with these individuals to ensure they have copies of our Disaster and Emergency Preparedness Plan, if they suggest any changes to the plan we could always go back and plug in the changes. No further discussion. Motion carried unanimously.

LOCATION OF NEW PRECINCTS: OKATIE 2 AND HARDEEVILLE 3: Mr. Kemp stated the site for the Hardeeville 3 precinct has been approved by Hilton Head Lakes to use their Community Room. Mr. Kemp stated he visited seven different locations for a Okatie 2 precinct, some no return phone calls and right now the Fire Station on Argent Blvd is the only place that has given the okay to use their Bay area at their Fire Station. The area has heat, but we would need to rent cooling fans to cool during summer months rental cost is \$100 per day.

LOCATION OF NEW PRECINCTS: OKATIE 2 AND HARDEEVILLE 3, CONT'D.: Vice Chairwoman Williams suggested looking at the building located behind Publix Grocery Store in Hardeeville, known as the Jamison Consultant Building. Ms. Fair had concerns of splitting the Okatie precinct and possibly having to relocate the voters more than once if a site is not accommodating with space and heat and air. The Director stated although the Board has motioned to split the Okatie precinct we do not have to relocate the voters until we are sure of an accommodating location.

Mr. Kemp distributed and shared with the Board some of his ideas on having a ten year projection plan for Voter Registration based on population growth. Mr. Kemp stated he based his ideas using the Jasper Comprehensive Plan projecting population of 44,080 and the Hardeeville Plan projecting 50,000 in Hardeeville alone. Mr. Kemp stated these were just his thoughts he wanted to share with the Board and he is asking the Board to review and add their thoughts and ideas to get the plan started. Vice Chairwoman Williams asked that copies of the two plans be given to all Board members and the Board should work together on the ten year projection plan for Voter Registration.

UPDATE: EASY VOTE POLL WORKERS AND INVENTORY MODULES (MS. BOSTICK, DIRECTOR): The Director stated currently she is entering poll workers data in Excel on a spreadsheet provided by Easy Vote. Once the spreadsheet is completed Patrick will move forward with training on the program.

SET DATE FOR WORKSHOP(S): Budget Projection Plan Workshop scheduled for April 24, 2019 at 5pm. Alternate date May 1st. County Council has scheduled our meeting to discuss the budget for May 20th.

DIRECTOR'S REPORT: The Director asked to table the discussion on Line Barriers and Security Door quotes until additional quotes are requested to present to the Board.

The Director stated she would like see an Offsite Absentee location in Hardeeville in the near future. Consisting of (1) Permanent Staff Member; (3) Temporary Fulltime Personnel and (1) Temporary Part-time Personnel (**use if needed**).

The Director is requesting that U-Haul trucks be rented to deliver our new voting system and accessories: Rent (2) U-Haul Trucks; Hire (2) Drivers and rent trucks a week in advance to ensure availability and keep trucks should there be a need for a Run-Off election.

The Director informed the Board in their packets is a list of House and Senate bills being heard by Legislators in Columbia. The Jasper County Bill 4384 relating to the designation of voting precincts is now in the House Judiciary. Senate Bill 17 requires each county voter registration and elections board to certify that county's candidates for coroner and county sheriff. Some steps requires checking to ensure candidate filed properly during the filing period, candidate filed required affidavit properly, affidavit is complete as required by law, and checking the candidate's voter registration record to ensure compliance with applicable laws. Per the State Election Commission, the Board will need to hire a part time employee to review candidate's paperwork.

The Director reminded each Board member to utilize the Electionnet website for updated information from the State Election Commission.

DIRECTOR'S REPORT, CONT'D.: The Director informed the Board in their packet was a revised quote from Easy Vote lowering the price of the Poll Worker and Inventory Module Software by \$1,000 dollars.

The Director informed the Board the State Election Commission will start effective July 1, 2019 invoicing the counties annually for Certification Training, a onetime only fee. Instead of \$25 per course the fee would vary per your County size and currently Jasper's annual fee would be \$300 dollars and we can take as many training courses as we like for the year, at no additional cost.

The Director informed the Board per the Board's request a letter has been sent to the Jasper County Delegation requesting approval to move the Ridgeland 2 precinct located at (St. Anthony's Catholic Church) to the Kingdom Touch Ministries Gymnasium.

The Director informed the Board per the Board's request a response letter has been sent to Ms. Karen Wyld, President of Jasper County Republican Party.

The Director informed the Board per the Board's request a letter has been sent to the Jasper County High School's Superintendents and Headmasters regarding students 16 years old and older in High School be issued extra credit in a course of their choice if they are chosen to work as poll workers if the Election Day should fall on a in school day.

The Director stated she contacted Lori at the City of Hardeeville concerning invoice not being paid. Lori stated they had issues with the number of Poll Workers used at the precincts with the City of Hardeeville Election. The Director stated the number of poll workers used was based on the election being a General Election which requires more workers unlike a Municipal Election requiring fewer workers. The Director stated to the Board the City ordinance and the County ordinance reads differently, therefore a copy of the email to Lori was sent to the Board and our County Attorney.

Total registered voters as of May 31, 2019: 19,248. The Director informed the Board approximately 300 hundred applications are processed in the Voter Registration Office monthly, some are new applications and/or updated / changes to applications. The Director is requesting the Board to consider hiring a permanent part time staff person based on the County's continuing population growth.

CHAIRMAN'S REPORT: None.

BOARD ISSUES AND CONCERNS: Status of DOT signs?

TOPIC(S) OF DISCUSSION FOR NEXT MEETING: Status of DOT signs.

ADJOURNMENT: With no further business, motion to adjourn by Mr. Kemp, seconded by Vice Chairwoman Williams. Meeting adjourn at 6:15pm. Motion carried unanimously.

Respectfully submitted by: Jeanine M. Bostick, Director

cc: File; Board Members; Mr. Andy Fulghum, County Administrator; Jasper County Delegation