

**Butler County Board of Elections
Board Meeting Minutes
May 21, 2018**

The Butler County Board of Elections met on Tuesday, May 21, 2018, at 1:00 p.m. for a regular meeting. Roll call was taken and present were Member Mariann Penska, Member Todd Hall, Member Chris Wunnenberg, Director Diane Noonan, Early Voting Administrator Eric Corbin and Poll Worker Administrator Melissa Trotta.

Director Noonan acknowledged receipt of the following directives: 2018-10, Unofficial and Official Canvasses of the May 8, 2018 Primary Election, 2018-11, Pursuant to a Court Order Directives 2016-39, 2016-41, and 2016-45 apply to May 8, 2018 Primary Election.

Director Noonan acknowledged receipt of the following memorandums: 2018-01, Special Powers and Responsibilities of Sheriffs on Election Day and 2018-02 Organizational Meeting of Major Political County Central Committee.

Under Election Business, Director Noonan stated there are forty invalid provisional ballots from the May 8, 2018 Primary Election that need to be reviewed. She presented the following invalid ballots, twenty-six provisional ballots that are invalid because the voters are were not registered to vote in Butler County, five provisional ballots that are invalid because the voters cast their ballot at the wrong polling location, one provisional ballot that is invalid because the voter's provided address is not in Butler County, three provisional ballots that are invalid because the voter's identification does not match their identification information in the voter registration database, one provisional ballot that is invalid because the voter's address was incomplete and four provisional ballots that are invalid because the voters cast two ballots.

Member Hall asked if there is a system in place to prevent voters from casting their ballot in the wrong polling location. Director Noonan said this is a training issue at the Miami University Shriver Center polling location, where the college students are not registered to vote and the poll workers are not sending the voters to the correct location. Member Hall asked if these voters will be notified by the Board of Elections. Director Noonan explained that the Board does not notify these voters however they do receive form 12-H, Provisional Ballot Notice Handout to Voters which provides the voter with information about the provisional process.

Member Hall asked who processes the provisional ballots and determines validity. Director Noonan stated the ballots are verified by a Republican or Democratic staff member and audited by a member of the opposite party. Member Hall asked what the Ohio Revised Code says about matching voter signature. Director Noonan explained that the staff looked through all the available records to find a matching signature such as poll books and registration cards. Member Hall motioned to reject the forty invalid provisional ballots; seconded by Member Wunnenberg. Roll Call:

Chairman Cloud	absent
Member Hall	yea
Member Penska	yea
Member Wunnenberg	yea

All in favor; motion carries.

Director Noonan presented 252 valid provisional ballots to be included in the official canvass. Member Wunnenberg moved to accept the 252 valid provisional ballots; seconded by Member Hall. Roll Call:

Chairman Cloud	absent
Member Hall	yea
Member Penska	yea
Member Wunnenberg	yea

All in favor; motion carries.

Member Hall asked if somebody reviews the provisional ballots after they are filled out by the voter at the polling location. Director Noonan explained that each polling location is provided with a provisional ballot envelope template to review the provided information. The template covers the envelope so it is easier for poll workers to focus on the areas that need to be completed by the voter.

Early Voting Administrator Eric Corbin stated there are sixty-four absentee ballots that arrived after Election Day and are valid. There are four absentee ballots that are invalid but can be accepted with the Board's discretion. He explained the requirements for accepting an absentee ballot from the Ohio Elections Official Manual. Voters are required to provide identification, their signature, and name, however their name and address is pre-printed on the identification envelope. Early Voting Administrator Eric Corbin stated the first voter listed their driver's license number with one missing digit, but did provide their date of birth which matches the voter registration database. He explained the next three voters have listed the last four digits of their social security numbers, which do not match the voter registration database but they did provide a signature and a date of birth that matches the voter registration database. Member Hall pointed out that the age of the voters on this list could excuse the errors on their identification envelopes. Director Noonan compared these voters to the voters whose provisional ballots were rejected because they cast two ballots. She explained that staff members from the office visited the nursing home and helped the residents vote, and the nursing home is a polling location on Election Day. So it is likely the voter was confused or forgot they had already voted. Member Hall motioned to approve and include the four the absentee ballots with identification issues in the official canvass; second by Member Wunnenberg. Roll Call:

Chairman Cloud	absent
Member Hall	yea
Member Penska	yea
Member Wunnenberg	yea

All in favor; motion carries.

Director Noonan presented the Certification of Record Disposal. The Board discussed if the documents have been checked and asked who is responsible for putting the document together. Director Noonan stated each department is responsible for their own records, and the master document is kept by the Election Services Managers, Mickey Smith. Member Hall made motion to approve the Certification of Records Disposal on document 1; seconded by Member Penska. Roll Call:

Chairman Cloud	absent
Member Hall	yea
Member Penska	yea
Member Wunnenberg	yea

All in favor; motion carries.

Director Noonan requested that the Monday, June 18, 2018, board meeting be rescheduled to Monday, June 25, 2018 at 9:00 a.m. Member Hall asked what was the purpose of moving the meeting. Director Noonan stated she will be attending the DIMS conference, the vendor for the office's voter registration database. Member Penska moved to change the date of the next regular meeting from Monday, June 18, 2018 to Monday, June 25, 2018, at 9:00 a.m.; seconded by Member Hall. Roll Call:

Chairman Cloud	absent
Member Hall	yea
Member Penska	yea
Member Wunnenberg	yea

All in favor; motion carries.

Under the Director's report, Director Noonan reported that post elections meetings will be starting this week with each department. She explained that in these meetings we talk about what went well and what can be improved for the next election. She also stated the Location Supervisor round table meetings will be on May 23, 2018 and May 24, 2018 where the same

type of discussion will take place. She informed the board that there are no more temporary staff members working in the office.

Director Noonan advised the board that we are still waiting on Senate Bill 21 which is legislation to reduce the number of required poll workers. She also said we are still waiting on Senate Bill 135 which is for the funding of new voting machines.

Director Noonan stated she is concerned that 49 ballots were returned on May 9, 2018 with no post mark. Under the Ohio Revised Code the board of elections cannot accept a ballot without having a postmark if it is received after election day. Member Wunnenberg asked how we get the ballots without a post mark. Director Noon explained that the ballots are delivered with our regular mail and do not have postmarks. She said the post office was contacted and they came in last week, they are reviewing why the ballots did not have a postmark and said they would follow up with us.

Member Hall requested meeting minute notes be taken during each department and the Location Supervisor meetings. Member Penska requested the dates and times of each department meeting. Member Penska requested along with the notes an action plan to correct what did not go well.

With no further business, Member Hall moved to adjourn the meeting; seconded by Member Wunnenberg. Roll Call:

Chairman Cloud	absent
Member Hall	yea
Member Penska	yea
Member Wunnenberg	yea

All in favor; motion carries.

| The meeting was adjourned at approximately at 1:37 p.m.

Frank Cloud, Chairman

Diane Noonan, Director

Todd Hall, Member

Chris Wunnenberg III, Member

Mariann Penska, Member