

Chairman Tim Rudd called the Meeting to order at 10:03 a.m. Rick Combs led the Pledge of Allegiance. Board Members present were Tim Rudd, Dave Lane, Rick Combs, and Paul Campbell. Also present were Judy Miller – Director, Mike Keeley – Deputy Director, and Becky Rudd – Clerk taking record.

OTHER ATTENDEES: Keith Corman – SOS Liaison, Elizabeth Mason – Prosecutor’s Office, entered the meeting at 10:35 a.m.

APPROVAL OF MINUTES:

2012-55 – Paul Campbell made the motion to approve the minutes (1 set) from the Post Election Audit, April 10-19, 2012 and April 19, 2012 Regular Monthly Board Meeting. Rick Combs seconded the motion. Upon roll call, all Members voted “yes”.

APPROVAL OF BILLS:

2012-56 – Rick Combs made the motion to approve and pay the bills. Paul Campbell seconded the motion. Upon roll call, all Members voted “yes”.

ADP Board Appointment:

Director Miller reported to the Board that the ADP Board (Automatic Data Processing Board) per ORC 307.84 states that one member from each political party should sit on the Board from the Board of Elections. They are looking for the 2012 appointments via a motion from the Board and want this done annually. There have not been any meetings to date.

2012-57 – Rick Combs made the motion to continue the appointment to the ADP Board as it has been previously (Tim Rudd (R) and Dave Lane (D) appointed to the Board with Judy Miller (D) and Mike Keeley (R) to serve as alternates respective to party). Paul Campbell seconded the motion. Upon roll call, all Members voted “yes”.

DIRECTOR’S REPORT:

Director Miller reminded the Board that the Secretary of State’s Office has scheduled several SOS Regional Summer Meetings instead of the SOS Summer Conference in Columbus. For our region, there is a meeting scheduled for June 13, 2012 at the Xavier University Cintas Center. The registration (\$50 per person) starts at 8:00 a.m. and conference begins at 9:00 a.m., lunches are included. Judy looked into some kind of transportation thru the county to take everyone to the meeting however, they do not provide charter trips. We would like to send the entire staff and Mary Lynne Birck (Prosecutor’s Office) and bring in part-time persons to staff the office. Tim suggested since we do not have any pressing business to post in advance and close the office for that day.

2012-58 – Paul Campbell made the motion to close the Board of Elections Office on Wednesday June 13, 2012 because the entire staff will be attending a Regional Training Conference and, that the office post notifications advising of the closure. Rick Combs seconded the motion. Upon roll call, all Members voted “yes”.

Judy advised that since the Board had told her to get any training that the staff needs, she has scheduled a Webinar for training in the DIMS Poll Worker Module for Ruth Ann Werner, Bonnie Carlier, Tonia Blackburn and Terrie Latham to attend on May 1st, and May 8th. We had hoped to have a Republican part-time worker to balance the poll worker training but this person attended the first webinar and decided it was overwhelming, and preferred to stay working on the absentees. Tim suggested posting the opening on the county website.

The entire staff attended a webinar conducted by the Secretary of State's Office on May 17th, regarding the Election Administration Plan for the November 6, 2012 Presidential Election that is due July 9, 2012- (Directive 2012-14). The staff had a very positive reaction, feeling that we are on target with what the SOS is looking for.

Judy discussed the ES&S Electronic Poll Books. Mark Radke and Craig Siebert came in and presented the Express Poll 5000 with Judy and Mike. She gave the Board the price quotes. Currently 10 counties are using the electronic poll book and Judy contacted and spoke with a few of them about the poll books. Those counties stated that the first time it was used, it was a "little shaky" but after that, they all love it. The information is stored on a card and voter history is downloaded from this card. It is not suggested to start using it at a Presidential Election. The Board discussed how many books we would need, the lifespan, costs, etc. The Board wants more detailed information on the maintenance/license/ongoing costs that we need. Judy added that the money is allocated for this; she has spoken with Steve Rabolt (County Administrator).

Paul asked about consolidating precincts, if we would, we do not want to acquire equipment we will not need. Judy stated that it is still a possibility.

Judy added that per Directive 2012-15 we will be training/retraining the poll workers for the November 2012 election.

DEPUTY DIRECTOR'S REPORT:

Deputy Director Keeley updated the Board regarding the ADA compliance at the polling locations. Mike will meet with the Fair Board to discuss suggestions that were brought forward from Brett Harbage-(ADA Coordinator) regarding the fairgrounds polling site. Brett Harbage also had suggestions for the Jackson Township polling site parking lot. These corrections will be ready for the November 2012 election.

Mike also reported that we have (3) Unity Computers that need updating, they are 6-7 years old. We can go thru ES&S and get 3 computers at \$2,300=\$6,900 or we can buy our own computers (new Dell computers=\$1,200) and have ES&S "harden" them (load the Unity software) the total cost would be \$5,670. There is money in the budget for this.

EXECUTIVE SESSION:

2012-59 – At 10:45 a.m. Rick Combs made the motion to go into Executive Session for the purpose to discuss Employee Termination per Ohio Revised Code 121.22 (G)(1). Dave Lane seconded the motion. Upon discussion, Mr. Campbell asked if this was the only topic discussed in Executive Session and Judy and Tim stated that it would be. Upon roll call, all Members voted "yes".

2012-60 – At 11:05 a.m., Rick Combs made the motion to come out of Executive Session. Dave Lane seconded the motion. Upon roll call, all Members voted “yes”.

RESOLUTIONS:

2012-61 – Rick Combs made the motion to adopt the Resolution (as reviewed in Executive Session) to eliminate the Information Technology Position and to lay off the sole employee, Nicholas A. Sommer, effective June 8, 2012 (see Resolution attached). Dave Lane seconded the motion. Upon discussion, Paul Campbell inquired if this would become part of the Official Record of this meeting. The Chairman stated that it would be. Upon roll call, all Members voted “yes”.

Tim reminded Judy and Mike that we need to follow up with ES&S regarding future contracts and keep the Board updated as to the status and whether or not we would need a special meeting prior to the June meeting.

NEXT MEETING DATE AND TIME:

June 28, 2012 at 10:00 a.m., Regular Monthly Meeting.
July 26, 2012 at 10:00 a.m., Regular Monthly Meeting.
August 23, 2012 at 10:00 a.m., Regular Monthly Meeting.

ADJOURNMENT:

2012-62 – At 11:08 a.m., Dave Lane made the motion to adjourn. Rick Combs seconded the motion. Upon direction of the Chairman, all Members answered “aye”.



Timothy R. Rudd – Board Chairman



Dave A. Lane – Board Member



Rick W. Combs – Board Member



Paul L. Campbell – Board Member



Attest – Judith A. Miller - Director

**APPROVAL OF BILLS FOR REGULAR BOARD MEETING
MAY 24, 2012**

VENDOR	DESCRIPTION OF PAYMENT	AMOUNT
INVOICES APPROVED BY DIRECTOR OR DEPUTY DIRECTOR:		
ALPINE VALLEY WATER	BOTTLED WATER	\$ 1,965.00
ALPINE VALLEY WATER	BOTTLED WATER	\$ 56.45
DATA INFORMATION MANAGEMENT SYSTEMS	ANNUAL DIMS MAINTENANCE FEE	\$ 42,702.00
DELAGE LANDEN	COPIER RENTAL - 3-15-12 TO 4-14-12	\$ 324.57
DONNELON MCCARTHY	COLOR COPIES	\$ 7.25
ENQUIRER MEDIA	ADVERTISING FOR MARCH PRIMARY	\$ 732.93
OFFICE DEPOT	MISC. OFFICE SUPPLIES	\$ 366.90
J. ROBERT TRUE	APRIL PHONE BILL	\$ 316.34
INVOICES APPROVED BY BOARD MEMBERS:		
TONIA BLACKBURN	REIMBURSEMENT FOR DIMS CONFERENCE	\$ 17.49
TERRIE LATHAM	REIMBURSEMENT FOR DIMS CONFERENCE	\$ 17.92
JUDY MILLER	REIMBURSEMENT FOR DIMS CONFERENCE - LODGING, MEALS AND MILEAGE	\$ 762.97
EDNA OWENS	REIMBURSEMENT FOR DIMS CONFERENCE	\$ 225.22
BECKY RUDD	REIMBURSEMENT FOR DIMS CONFERENCE	\$ 17.49
JACKIE SMITH	REIMBURSEMENT FOR DIMS CONFERENCE	\$ 21.00
STAFF SALARIES	PAY PERIOD 04-02-12 TO 04-15-12	\$ 15,986.46
BOARD SALARIES	PAY PERIOD 04-02-12 TO 04-15-12	\$ 1,953.40
PART TIME EMPLOYEES	PAY PERIOD 04-02-12 TO 04-15-12	\$ 918.76
STAFF SALARIES	PAY PERIOD 04-16-12 TO 04-29-12	\$ 15,986.43
BOARD SALARIES	PAY PERIOD 04-16-12 TO 04-29-12	\$ 1,953.40
PART TIME EMPLOYEES	PAY PERIOD 04-16-12 TO 04-29-12	\$ 105.00
	TOTAL:	\$ 84,436.98

RESOLUTION

The Clermont County, Ohio, Board of Elections met in regular session on the 24th day of May, 2012, with the following members present:

Tim Rudd, Chairman

Rick Combs, Member

Paul Campbell, Member

Dave Lane, Member

Mr. Combs moved for the adoption of the following resolution:

RESOLUTION REORGANIZING THE CLERMONT COUNTY BOARD OF ELECTIONS, ABOLISHING A POSITION FROM THE BOARD'S TABLE OF ORGANIZATION AND LAYING OFF AN EMPLOYEE

WHEREAS, the Clermont County Board of Elections (hereinafter "the Board") is the appointing authority for its employees; and,

WHEREAS, the Board hereby determines that the position of Information Technology administrator is inefficient and does not serve the needs of the Board; and,

WHEREAS, because the Information Technology administrator position is no longer necessary, the Board wishes to reorganize its operations for more efficient and economical operation by permanently deleting the position of Information Technology administrator from the Board's current table of organization, Exhibit A, attached hereto, and by adopting a new table of organization, Exhibit B, attached hereto.

WHEREAS, the incumbent in the position of Information Technology administrator , Nicholas A. Sommer, is an unclassified employee as a matter of law, but, further, is the sole employee in that classification, he has no displacement rights and is, therefore, subject to layoff fourteen days from the Board's provision to him of the Notice of Layoff, attached hereto as Exhibit C.

NOW THEREFORE LET IT BE RESOLVED that the Board hereby finds and determines that the additional position of Information Technology administrator is no longer needed;

NOW THEREFORE LET IT BE FURTHER RESOLVED that effective June 8, 2012, the Information Technology administrator position will be permanently deleted from the Commission's current table of organization, Exhibit A, and the revised table of organization, Exhibit B, will become effective;

NOW THEREFORE LET IT BE FURTHER RESOLVED that the Chairman of the Board is authorized to sign the Notice of Layoff to Nicholas A. Sommer on behalf of the Board.

NOW THEREFORE LET IT BE FURTHER RESOLVED that the incumbent in the position of Information Technology administrator, Nicholas A. Sommer, will be laid off effective June 8, 2012, pursuant to the Notice, attached hereto as Exhibit C, to be provided to him this day.

NOW THEREFORE LET IT BE RESOLVED, that the Board hereby finds and determines that all formal actions relative to the passage of this resolution were taken in an open meeting of this Board and that all deliberations of this Board and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full compliance with the applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Mr. Lane seconded the Resolution and upon roll call the vote resulted as follows:

Mr. Rudd yes

Mr. Combs yes

Mr. Campbell yes

Mr. Lane yes

This Resolution was duly passed on the 24th day of May 2012.

This Resolution was prepared and approved as to form by the Office of the Clermont County Prosecuting Attorney, Donald W. White, Prosecutor

By: *Elizabeth Mason*
Elizabeth Mason, Assistant Prosecuting Attorney

Date: *24 May 2012*