

**Board of Election Supervisors
Virtual Meeting
September 9, 2021
7:00p.m.
Final Minutes**

Member	District	Present	Absent
1. Lisa Williams	1		X
2. Yousuf Jaleel	4	X (7:05pm)	
3. John Payne	3	X	
4. Lynea Cooper	Mayoral Appointment	X	
5. Cameron Thurston	2	X	

Also present: Janeen S. Miller, City Clerk; Yvette Allen, Assistant City Clerk; La'Toya Moore, Administrative Specialist

Call to Order:

The meeting was called to order by Chief John Payne at 7:03 p.m.

1) Approval of the agenda for September 9, 2021

(5) Discussion on Election Judge Training was added to the agenda

Lynea Cooper made a motion to approve the agenda for September 9, 2021 as modified.

Yousuf Jaleel seconded the motion. The motion passed.

2) Approval of September 2, 2021 Meetings Minutes

Cameron Thurston made a motion to approve the September 2, 2021 meeting minutes as amended. Yousuf Jaleel seconded the motion. The motion passed.

3) Review and discussion of draft Provisional Procedures

- A. Chief Judge John Payne has drafted a flow diagram for provisional procedures. He will present to BOES when it is completed.
- B. John is reviewing past material to help him write the provisional procedures. He has started to draft "If this, then that..." provisional scenarios and how to handle after election day. For example...what if the pollbook said "show ID" and they don't have an ID – they vote provisional, mark no ID as the reason – how do they vote?
- C. Resolving provisionals is an action of the BOES. The Chief judge has to collect the necessary information in advance to allow the BOES to make the determination.
- D. Questions for the County:
 - Voter registration updates -
 - How they process address changes?

4) Discussion of Ballot Marking Device

- A. Janeen and John talked to ElecTec about their machine and the state lawsuit and whether their machine would help with that concern. Their machine doesn't have anything to print out, it only provides an aggregate report at the end of the day with the votes. The tabulations from the machine would have to be added manually and then added to the election day total. This machine does not address the concerns the BOES had from the lawsuit.

- B. As an alternative scenario, two election supervisors could assist the voter and create a ballot for them. This would produce a regular ballot that would go into the scanner and be counted with the other ballots. Under these circumstances, this may be the best options.
- C. The BOES decided not to have a Ballot Marking Device on Election Day. Chief John Payne will write up why the device is not needed in case of challenge.

5) Election Judge Training and Other Information

- A. The last training was done in 2019 for the General Election
- B. The BOES decided most training would be on the ePollbook and to request a training manual from the ElecTec to decide on a proper method of training.
- C. The consensus from the BOES was to have ElecTec train the supervisors first and then have the supervisors train four Election Judges on the ePollbook.
- D. The Election Judges will be trained on Election Day prior to the opening of the polls.
- E. The \$200 flat fee payment for Election Judges was approved.
- F. La'Toya was able to confirm one Ballot Collection Judge.
 - a. Susan Huemmrich

6) Open Discussion

- A. From last week's meeting, The BOES has confirmed they can require Election Day Judges to show proof of vaccination.
- B. The Election Judge ad hasn't been placed yet and will be put in the September edition of the Municipal Scene.
- C. Candidate Status
 - a. District 1 – 2 Candidates (Kabir, Kennedy)
 - b. District 2 – 2 Candidates (Esters, Whitney)
 - c. District 3 – 2 Candidates (Day, Rigg)
 - d. District 4 – 2 Candidates (Mackie, Mitchell)
- D. The application mailer has been submitted to the printer Fort Orange Press, and Janeen Miller is waiting on the final proof. The applications are on schedule to be dropped at the Capitol Heights Post Office on Monday, September 20, 2021.
- E. Janeen Miller is currently working on the ballot packet which contains three envelopes:
 - a. The Outer Envelope
 - b. The Oath Envelope
 - c. The Return Envelope
- F. The instructions and voter assistance affidavit have been sent for Spanish translation.

7) Next Meeting

The Next meeting is scheduled for Thursday, September 30, 2021 – 7 p.m.

8) Adjournment

Cameron Thurston motioned to adjourn the meeting. Lynea Cooper seconded the motion. All were in favor. None opposed. The motion passed. The meeting adjourned at 8:10 p.m.