

DAVIDSON COUNTY ELECTION COMMISSION

JULY 15, 2014

The Davidson County Election Commission (DCEC) met at 3:00 p.m. in the Antioch Conference Room on July 15, 2014 at Metro Southeast. Commissioners Ron Buchanan, Jennifer Lawson, Tricia Herzfeld, A.J. Starling and Jim DeLanis were present. DCEC staff members present included Administrator of Elections (AOE) Kent Wall, Joan Nixon, Bill Hyden, Bobby Medley, Carlatina Hampton, Nancy DeKalb, Meredith McKay and Kelley Harrison. Nicki Eke of the Metropolitan Department of Law was also in attendance.

Chairman Buchanan convened the meeting.

Approve minutes from June 13, 2014 meeting

Motion stated: Commissioner Lawson made a motion to approve the minutes from the June 13, 2014 meeting as presented.

Seconded by: Commissioner Starling

Outcome of motion: Passed unanimously 4-0 (Chairman Buchanan abstained from voting)

Approve minutes from June 18, 2014 Special Called meeting

Motion stated: Commissioner Starling made a motion to approve the minutes from the June 18, 2014 special called meeting as presented.

Seconded by: Commissioner DeLanis

Outcome of motion: Passed unanimously 4-0 (Chairman Buchanan abstained from voting)

Set date for Run-Off Election (If Applicable in Council District 11)

AOE Wall recommended a date of September 18, 2014 for the Run-Off Election for Council District 11 if applicable.

Motion stated: Commissioner Starling made a motion to accept the recommended date of September 18, 2014 (if applicable).

Seconded by: Commissioner Lawson

Outcome of motion: Passed unanimously

Set dates for Early Voting for Run-Off Election (If Applicable)

AOE Wall recommended the following dates for early voting for the Run-Off Election if applicable: August 29th - September 13th.

Motion stated: Commissioner DeLanis made a motion to accept the early voting dates of August 29th - September 13th for the Run-Off Election if applicable. The location of Early Voting will be at the Metro Office Building and be staffed by the DCEC satellite employees.

Seconded by: Commissioner Herzfeld

Outcome of motion: Passed unanimously

Set hours for Early Voting for Run-Off Election (If Applicable)

AOE Wall recommended the following hours for the early voting Run-Off Election (if applicable): Monday - Friday 8:00 a.m. - 4:30 p.m. and Saturdays 9:00 a.m. - Noon.

Motion stated: Commissioner Herzfeld made a motion to accept the recommended hours and times mentioned above.

Seconded by: Commissioner Lawson

Outcome of motion: Passed unanimously

Set date and time to open Provisional Ballot Bags

Motion stated: Commissioner Starling made a motion to set date and time to open the Provisional Ballot bags for Friday, August 8, 2014 at 9:00 a.m.

Seconded by: Commissioner DeLanis

Outcome of motion: Passed unanimously

Set date and time to count Provisional Ballots

Motion stated: Commissioner Lawson made a motion to set date and time to count the Provisional Ballots for Monday, August 12, 2014 at 9:00 a.m.

Seconded by: Commissioner Starling

Outcome of motion: Passed unanimously

Old/New Business

New- AOE Wall reported that Councilman Steine requested the Council approve a \$252,000 supplemental to the Mayor's Budget which included Early Voting for August and an IT Technician position.

Rich Reibelung, Director of Metro Finance, allowed the DCEC to use at its discretion, the three (3) positions at the satellite office and the funding which is \$175,000.

New- AOE Wall reported the DCEC will be using COA sites (Change of Address). The purpose of COA sites is to take some of the pressure off of the polling locations that are processing change of address voters. If necessary the Officer of Election may refer a voter who has a change of address to one of the four (4) COA sites. The COA sites are: *Metro Southeast, Metro Office Building, Hermitage Library and Edmondson Pike Library.*

Old- Records request from ACLU was responded to by the due date.

Administrator's Report

- a. Early Voting Communications Plan- Nancy DeKalb reported the four (4) outreach programs to get the word out to voters: *engage Metro channels and groups, outreach to key groups and organizations, garner media support and advertising.*
- b. Update on voting machine rental- Bill Hyden informed the commission that all of the paperwork has been filed with the State and the additional voting machines were delivered on June 30, 2014.
- c. ES & S Update- DCEC will be using ES & S "rovers" on Election Day; the software has been changed to reflect the three (3) ballot choices.
- d. Training Plans & Results To Date- The same approach is being used as in the April training-- smaller classes, more hands on, additional trainers.
- e. High School Supplemental Final Results- Carlatina Hampton reported a record number of High School Supplemental registrations – grand total: 1,109
- f. Records request from Channel 5 – AOE Wall reported that the DCEC has already responded to the request stating the information will be available by September 30, 2014.
- g. Sample Ballot mailed - A sample ballot was mailed to all Davidson County households that had a registered voter.
- h. Petition Activity (WIGS and Council Member Emily Evans) - Through July 15th, a total of 13, 932 signatures have been submitted for the Wine in Grocery Stores (WIGS) petitions from one organization, Red, White, and Food. The deadline to submit the petitions is August 21, 2014 by 4:30 p.m.
Council Member Emily Evans's petition is to be turned into Metro Clerk by August 15, 2014 by 4:30 p.m.
- i. Staffing Update – Poll Official Coordinator department consists of all new staff: Brandon South, John Hite and Faye Stephen, reporting to Jenny Simmons.
- j. Mickle Case Status – AOE Wall received an update from Metro Attorney, Lora Fox, stating "no change."

Set Date and Time for Next Meeting

The next meeting was set for August 22, 2014 at 3:00 p.m.

Lock Ballot Bags for August Election

All of the August 7th Election Day Ballot Bags were locked by Chairman Buchanan and Commissioner Starling.

Adjourn

Motion stated: Commissioner Herzfeld made a motion to adjourn the meeting.

Seconded by: Commissioner Lawson

Outcome of motion: Passed unanimously

Tricia Herzfeld, Secretary