

# DAVIDSON COUNTY ELECTION COMMISSION

March 23, 2016

## “Special Called” Meeting

The Davidson County Election Commission (DCEC) met on March 23, 2016 at 3:00 p.m. in the Green Hills Conference Room at Metro Southeast. Commissioners Jim DeLanis, A J Starling, Jesse Neil, Tricia Herzfeld and Jennifer Lawson were present. DCEC staff members present included: Administrator of Elections (AOE) Kent Wall, Joan Nixon, Meredith McKay, Chris Wooton, Jeremy Greene, Bobby Medley, Courtney Mott, Bill Hyden, Carlatina Hampton, Reid Lovell, Lisa Pierce, John Hite and Kelley Harrison. Also present was Nicki Eke, Metropolitan Department of Law.

Chairman DeLanis convened the meeting.

### **Discuss Office of Financial Accountability Report Regarding Credit Card Charges**

Chairman DeLanis presented the board with a preliminary response from the DCEC to the initial draft of the Monitoring Report Concerning Credit Card Usage from the Office of Financial Accountability (OFA).

Two staff members from the OFA came to the DCEC office and reviewed documents and reported they received full cooperation from the staff. After reviewing the requested documents, there was an exit interview that occurred on February 17, 2016, conducted by the staff members from OFA. Mr. Fred Odom, Director of OFA, pointed out there was no dishonesty, no integrity issues and no attempt to defraud the government, which were notable bright spots.

OFA acknowledged there was no training as to the use of the Metro credit card even though DCEC staff members, who were issued a credit card, signed a document stating they had received training. DCEC was told that Metro Finance doesn't undertake any oversight responsibility whatsoever as to credit card usage on submitted expenses. DCEC has to respond to the report on March 24, 2016.

Bill Hyden presented a slideshow presentation regarding the process of how credit card expenses and documentation are submitted to Metro Finance.

Discussion ensued among the board.

**Stated Motion:** Commissioner Herzfeld made a motion to submit to Metro Finance the staff report as previously identified subject to limitations identified in the cover letter authorized by Chairman DeLanis.

**Seconded by:** Commissioner Lawson

**Outcome of motion:** Passed unanimously

**Stated Motion:** With no further business to discuss, Commissioner Herzfeld made a motion to adjourn.

**Seconded by:** Commissioner Lawson  
**Outcome of motion:** Passed unanimously

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Tricia Herzfeld, Secretary