

# DAVIDSON COUNTY ELECTION COMMISSION

## September 9, 2016

The Davidson County Election Commission (DCEC) met on September 9, 2016 at 3:30 p.m. in the Green Hills Conference Room at Metro Southeast. Commissioners Jim DeLanis, A.J. Starling, Tricia Herzfeld, and Jennifer Lawson were present. Jesse Neil was not in attendance. DCEC staff members present included: Administrator of Elections (AOE) Jeff Roberts, Joan Nixon, Meredith McKay Bobby Medley, John Hite, Courtney Mott, Nancy DeKalb and Kelley Harrison. Also present was Nicki Eke of the Metropolitan Department of Law.

Chairman DeLanis convened the meeting.

### **Approve Minutes from August 19, 2016 Meeting**

**Motion stated:** Commissioner Lawson made a motion to approve the minutes from our August 19, 2016 meeting as presented.

**Seconded by:** Commissioner Starling

**Outcome of motion:** Passed unanimously

### **Approve Poll Officials For November 8, 2016 State General Election**

- a. **Election Day**
- b. **Early Voting**
- c. **Absentee Counting Board**
- d. **Provisional Counting Board**
- e. **Prison Deputies**
- f. **Nursing Home Deputies**
- g. **Inspectors**

**Motion stated:** Commissioner Herzfeld made a motion to approve the Election Day poll officials as presented.

**Seconded by:** Commissioner Lawson

**Outcome of motion:** Passed unanimously

**Motion stated:** Commissioner Herzfeld made a motion to approve the Early Voting, Absentee Counting Board, Provisional Counting Board, Prison Deputies, Nursing Home Deputies and Inspectors as presented.

**Seconded by:** Commissioner Lawson

**Outcome of motion:** Passed unanimously

### **Approve November 8, 2016 State General Election Ballots**

**Motion stated:** Commissioner Starling made a motion to approve the November 8, 2016 State General ballots as presented.

**Seconded by:** Commissioner Lawson

**Outcome of motion:** Passed unanimously

### **Set Date for Provisional Counting Board To Meet (Suggested date: November 14, 2016 at 9:00 a.m.)**

**Motion stated:** Commissioner Lawson made a motion to set the date for the Provisional Counting Board to meet on November 14, 2016 at 9:00 a.m. as suggested by DCEC staff.

Seconded by: Commissioner Herzfeld

Outcome of motion: Passed unanimously

**Update on Speak Up Policy and Credit Card Policy**

Chairman DeLanis reported that AOE Roberts worked with Metro's Treasury Department to propose changes to language of the newly adopted DCEC Credit Card and Meal Expense Policies to be in line with Metro's policies. Metro's Treasury Department had accepted those two policies provided those language changes were approved by the Commission.

One proposed change was a new provision as to the procedure of credit card expenditures if the Finance Director was not available for an extended period of time.

Discussion ensued among the Commission.

**Motion stated:** Commissioner Herzfeld made a motion to approve the modifications to the Credit Card Controls Policy effective February 19, 2016 and Meal Expense Policy effective April 22, 2016 and to make these changes effective September 9, 2016. A copy of those two policies, as modified, are attached to these minutes as Exhibit A.

**Seconded by:** Commissioner Lawson

**Outcome of motion:** Passed unanimously

Regarding the Speak Up Policy, Metro's HR Department had accepted that policy as written. No additional action was taken by the Commission, therefore, as to that policy.

**"Presidential Only" Ballot Opening (November 8, 2016 7:00 p.m.)**

Voters who have moved to another state within the thirty (30) day voter registration deadline will be allowed to come back to Davidson County to vote in the Presidential Election, but are only allowed to vote for the office of President. Those ballots must be counted Election night by the Commissioners.

Discussion ensued among the Commission.

**Motion stated:** Commissioner Herzfeld made a motion to open and count those "Presidential Only" ballots on November 8, 2016 at 8:00 p.m.

**Seconded by:** Commissioner Lawson

**Outcome of motion:** Passed unanimously

**AOE Report**

- Campaign Financial Disclosures from 2015 going forward will be posted to our website next week.
- Metro IT coming to DCEC to train staff regarding security breaches.
- Push to do a "Voter Check-Up" headed by Nancy DeKalb - asking "Are you registered?"; "Are you active?"; "Is your address correct?"
- "Procrastination Saturday" (October 8, 2016 which is the last day to register to vote for the State General Election) – Attempting to get the media involved with this initiative to push voters to go to their local libraries to register to vote.
- John Hite reported that as of August 18, 2016, the DCEC enhanced recruiting program had resulted in the DCEC having sufficient numbers of poll officials, although having a balance in party affiliation continued to be a challenge.

**Old Business**

None stated

**Public Comments**

None stated

**Set Date and Time for Next Meeting**

Call of the Chair

**Review Cards**

Commissioners reviewed voter registration applications for accuracy in accordance with state law requirements.

**Adjourn**

**Motion stated:** Commissioner Herzfeld made a motion to adjourn.

**Seconded by:** Commissioner Lawson

**Outcome of motion:** Passed unanimously

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Tricia Herzfeld, Secretary