

DAVIDSON COUNTY ELECTION COMMISSION

MAY 19, 2017

The Davidson County Election Commission (DCEC) met on May 19, 2017 at 3:30 p.m. in the Green Hills Conference Room at Metro Southeast. Commissioners Jim DeLanis, A.J. Starling, Tricia Herzfeld, Jesse Neil and Emily Reynolds were present. DCEC staff members present included: Administrator of Elections (AOE) Jeff Roberts, Joan Nixon, Reid Lovell, Jeremy Greene, John Hite, Rick Brown, Myra Agee, Gaye Hudson, Renee Bordelone, Carlatina Hampton, Bobby Medley and Kelley Harrison. Also present was Katie Downey of the Metropolitan Department of Law.

The meeting was convened by Commissioner DeLanis.

Approve Minutes From April 17, 2017 Meeting

Motion: Commissioner Starling made a motion to approve the minutes from April 17, 2017 as presented.

Seconded by: Commissioner Neil

Outcome of motion: Passed unanimously

Organization of Commission

Motion: Commissioner Neil made a motion to nominate Jim DeLanis to continue as Chairman of the DCEC.

Seconded by: Commissioner Reynolds

Outcome of motion: Passed 4-1

Motion: Commissioner Starling made a motion to nominate Tricia Herzfeld as Secretary of the DCEC.

Seconded by: Commissioner Neil

Outcome of motion: Passed unanimously

Certification of AOE

Chairman DeLanis reported to the commission that AOE Roberts has passed the state exam and is now a "Certified Administrator" and with the certification comes a pay raise. DCEC Finance Director, Rick Brown, confirmed with Metro Legal and Metro Payroll the increase can be at least 90% of the Assessor of Property's salary which is \$127,838; 90% of that total is \$115,054.20.

Motion: Commissioner Starling made a motion to approve AOE Robert's salary increase to \$115,054.20.

Seconded by: Commissioner Neil

Outcome of motion: Passed unanimously

AOE Report

1. The State, last year, passed a Public Records Request Policy which goes into effect on July 1, 2017 and the State is recommending DCEC be part of Metro's Public Records Request Policy as opposed of coming up with our own.
2. Recognition of Gaye Hudson for going above and beyond her customer service duties for a voter.

Old Business

Commissioner Herzfeld expressed her concern for what she believed was the lack of confidence within the department. She said that she understood trying to strengthen camaraderie among the staff with a variety of team building exercises but she stated that it doesn't seem to be getting better.

Commissioner Herzfeld wants to know the "temperature" of the staff and suggests an "anonymous" employment engagement survey" to make sure our staff is in good running order.

Discussion ensued among the commission.

Public Comments (available to five speakers for one minute each)

None

Adjourn

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

Seconded by: Commissioner Neil

Outcome of motion: Passed unanimously

Tricia Herzfeld, Secretary