

# Davidson County Election Commission

March 1, 2023 8:30 a.m.

The Davidson County Election Commission (DCEC) met at 8:30 a.m. in the Sonny West Conference Room at the Howard Office Building. Commissioners Jim DeLanis, Dan Davis, Ross Evans, Tricia Herzfeld, and A. J. Starling were present.

DCEC staff members present included Administrator of Elections (AOE) Jeff Roberts, John Hite, Jeremy Greene, Lisa Pierce, Rick Brown, Will French, Elizabeth McPencow, and Kelley Harrison.

Also present were Nicki Eke and Courtney Mohan of the Metropolitan Department of Law.

Chairman DeLanis convened the meeting.

## **Approve minutes from November 28, 2022 meeting**

**Motion stated:** Commissioner Herzfeld made a motion to approve the minutes from the November 28, 2022 meeting as presented.

**Seconded by:** Commissioner Davis

**Outcome of motion:** Passed unanimously

## **Call August 3, 2023 Metropolitan General Election**

**Motion stated:** Commissioner Herzfeld made a motion to call the August 3, 2023 Metropolitan General Election.

**Seconded by:** Commissioner Evans

**Outcome of motion:** Passed unanimously

## **Approve Early Voting schedule and locations for August 3 election**

A proposed draft of the Early Voting schedule for the August 3 election was presented to the Commission. The draft reflected a staggered schedule with the Howard Office Building open the entire two-week Early Voting period (July 14 - July 29) and the remaining eleven (11) sites open from July 19 – July 29.

**Motion stated:** Commissioner Herzfeld made a motion to have all the sites open the entire two-week Early Voting period (July 14 – July 19).

**Seconded by:** Commissioner Starling

Discussion ensued.

During a break in the meeting, Commissioner DeLanis requested staff to confirm with other counties that all their Early Voting sites are open the entire two-week period.

**Outcome of motion:** Passed unanimously

## EARLY VOTING SCHEDULE

### **Metropolitan General Election**

**Thursday, August 3, 2023**

### **All Early Voting Locations Open**

**Friday, July 14, 2023 - Saturday, July 29, 2023**

Friday, July 14 8:00 am – 5:30 pm  
Saturday, July 15 8:00 am – 4:30 pm  
Monday, July 17 8:00 am – 5:30 pm  
Tuesday, July 18 8:00 am – 7:00 pm  
Wednesday, July 19 8:00 am – 4:30 pm  
Thursday, July 20 8:00 am – 7:00 pm  
Friday, July 21 8:00 am – 5:30 pm  
Saturday, July 22 8:00 am – 4:30 pm  
Monday, July 24 8:00 am – 5:30 pm  
Tuesday, July 25 8:00 am – 7:00 pm  
Wednesday, July 26 8:00 am – 4:30 pm  
Thursday, July 27 8:00 am – 7:00 pm  
Friday, July 28 8:00 am – 5:30 pm  
Saturday, July 29 8:00 am – 4:30 pm

Belle Meade City Hall 4705 Harding Pike, Nashville 37205  
Bellevue Library 720 Baugh Road, Nashville 37221  
Bordeaux Library 4000 Clarksville Pike, Nashville 37218  
Casa Azafrán Community Center 2195 Nolensville Pike, Nashville 37211  
Edmondson Pike Library 5501 Edmondson Pike, Nashville 37211  
Goodlettsville Delmas Long Community Center 200 Memorial Drive, Goodlettsville 37072  
Green Hills Library 3701 Benham Avenue, Nashville 37215  
Hermitage Library 3700 James Kay Lane, Hermitage 37076  
Howard Office Building 700 President Ronald Reagan Way, Nashville 37210  
Madison Library 610 Gallatin Pike South, Madison 37115  
Margaret Maddox East YMCA 2624 Gallatin Pike, Nashville 37216  
Southeast Library 5260 Hickory Hollow Parkway, Antioch 37013

**Schedule locking of provisional ballot security bags/boxes and absentee ballot security bins for August 3 election**

**Motion stated:** Commissioner Herzfeld made a motion to schedule locking of provisional ballot security bags/boxes and absentee ballot security bins for the August 3 election for Tuesday, June 27, 2023 at 9:00 a.m. at Metro Southeast in the Green Hills Conference Room.

**Seconded by:** Commissioner Evans

**Outcome of motion:** Passed unanimously

**Schedule Absentee Counting Board for August 3 election**

**Stated motion:** Commissioner Herzfeld made a motion for the Absentee Counting Board to meet on Thursday, August 3, 2023 at 9:00 a.m. at Metro Southeast in the Green Hills Conference Room.

**Seconded by:** Commissioner Evans

**Outcome of motion:** Passed unanimously

**Schedule opening of provisional bags/boxes for August 3 election**

**Motion stated:** Commissioner Herzfeld made a motion to schedule opening of provisional bags/boxes for August 3 election for Friday, August 4, 2023 at 9:00 a.m. in the Absentee Office at Metro Southeast.

**Seconded by:** Commissioner Evans

**Outcome of motion:** Passed unanimously

**Schedule Provisional Counting Board for August 3 election**

**Motion stated:** Commissioner Herzfeld made a motion to schedule the Provisional Counting Board for the August 3 election to meet on Thursday, August 10, 2023 at 9:00 a.m. in the Absentee Office at Metro Southeast.

**Seconded by:** Commissioner Davis

**Outcome of motion:** Passed unanimously

**Schedule meeting to certify August 3 election**

**Motion stated:** Commissioner Herzfeld made a motion to certify the August 3 election on Thursday, August 10, 2023 at 3:30 p.m.

**Seconded by:** Commissioner Evans

**Outcome of motion:** Passed unanimously

**Call September 14, 2023 Metropolitan Runoff Election (if Runoff is necessary)**

**Motion stated:** Commissioner Herzfeld made a motion to call the September 14, 2023 Metropolitan Runoff Election (if Runoff is necessary).

**Seconded by:** Commissioner Evans

**Outcome of motion:** Passed unanimously

**Approve Early Voting Schedule and Locations for September 14 election (if Runoff is necessary)**

**Motion stated:** Commissioner Herzfeld made a motion to have all sites open for the entire two-week period of Early Voting (August 25 – September 9).

**Seconded by:** Commissioner Starling

**Outcome of motion:** Passed unanimously

**EARLY VOTING SCHEDULE**

**Metropolitan Runoff Election**

**Thursday, September 14, 2023**

**All Early Voting Locations Open**

**Friday, August 25, 2023 - Saturday, September 9, 2023**

**Friday, August 25 8:00 am – 5:30 pm**

**Saturday, August 26 8:00 am – 4:30 pm**

**Monday, August 28 8:00 am – 5:30 pm**

**Tuesday, August 29 8:00 am – 7:00 pm**

**Wednesday, August 30 8:00 am – 4:30 pm**

**Thursday, August 31 8:00 am – 7:00 pm**

**Friday, September 1 8:00 am – 5:30 pm**

**Saturday, September 2 8:00 am – 4:30 pm**

**Monday, September 4 CLOSED FOR LABOR DAY**

**Tuesday, September 5 8:00 am – 7:00 pm**

**Wednesday, September 6 8:00 am – 4:30 pm**

**Thursday, September 7 8:00 am – 7:00 pm**

**Friday, September 8 8:00 am – 5:30 pm**

**Saturday, September 9 8:00 am – 4:30 pm**

**Belle Meade City Hall 4705 Harding Pike, Nashville 37205**  
**Bellevue Library 720 Baugh Road, Nashville 37221**  
**Bordeaux Library 4000 Clarksville Pike, Nashville 37218**  
**Casa Azafrán Community Center 2195 Nolensville Pike, Nashville 37211**  
**Edmondson Pike Library 5501 Edmondson Pike, Nashville 37211**  
**Goodlettsville Delmas Long Community Center 200 Memorial Drive, Goodlettsville 37072**  
**Green Hills Library 3701 Benham Avenue, Nashville 37215**  
**Hermitage Library 3700 James Kay Lane, Hermitage 37076**  
**Howard Office Building 700 President Ronald Reagan Way, Nashville 37210**  
**Madison Library 610 Gallatin Pike South, Madison 37115**  
**Margaret Maddox East YMCA 2624 Gallatin Pike, Nashville 37216**  
**Southeast Library 5260 Hickory Hollow Parkway, Antioch 37013**

**Schedule locking of provisional ballot security bags/boxes and absentee ballot security bins for September 14 election (if Runoff is necessary)**

**Motion stated:** Commissioner Herzfeld made a motion to schedule locking of provisional ballot security bags/boxes and absentee ballot security bins for the September 14 election for Friday, August 11, 2023 at 9:00 a.m. at Metro Southeast in the Green Hills Conference Room.

**Seconded by:** Commissioner Davis

**Outcome of motion:** Passed unanimously

**Schedule Absentee Counting Board for September 14 election (if Runoff is necessary)**

**Motion stated:** Commissioner Starling made a motion to schedule the Absentee Counting Board for the September 14 election to meet on Thursday, September 14, 2023 at 9:00 a.m. in the Green Hills Conference room at Metro Southeast.

**Seconded by:** Commissioner Evans

**Outcome of motion:** Passed unanimously

**Schedule opening of provisional bags/boxes for September 14 election (if Runoff is necessary)**

**Motion stated:** Commissioner Herzfeld made a motion to schedule opening of provisional bags/boxes for the September 14 election for Friday, September 15, 2023 at 9:00 a.m. in the Absentee Office at Metro Southeast.

**Seconded by:** Commissioner Evans

**Outcome of motion:** Passed unanimously

**Schedule Provisional Counting Board for September 14 election (if Runoff is necessary)**

**Motion stated:** Commissioner Herzfeld made a motion to schedule the Provisional Counting Board for the September 14 election to meet on Friday, September 22, 2023 at 9:00 a.m. in the Absentee Office at Metro Southeast.

**Seconded by:** Commissioner Evans

**Outcome of motion:** Passed unanimously

**Discussion and approval of FY23-24 Budget**

The Commission was presented with the annual Operating Budget and the Election Budget. The Election Budget reflects costs for the August 2023 election, September 2023 election, and March 2024 election for the fiscal year beginning July 1, 2023.

DCEC is requesting an Improvement Budget of \$701K for equipment in preparation for the 2024 Election Cycle.

**Motion stated:** Commissioner Herzfeld made a motion to approve the FY23-24 budget.

**Seconded by:** Commissioner Evans

Discussion ensued.

**Outcome of motion:** Passed unanimously

#### **AOE Report**

- August election preparation going forward
- Bill to reduce number of Metro Council districts is moving through committee
- Petition pick up begins March 20
- Staff held Election Integrity Seminars on January 17 and February 2

#### **Public Comments**

None

#### **Review Cards**

Commissioners reviewed voter registration cards for accuracy in accordance with state law requirement.

#### **Schedule next meeting**

**Motion stated:** Commissioner Herzfeld made a motion to schedule the next meeting for Friday, April 21, 2023 at 3:30 p.m.

**Seconded by:** Commissioner Evans

**Outcome of motion:** Passed unanimously

#### **Adjourn**

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

**Seconded by:** Commissioner Evans

**Outcome of motion:** Passed unanimously

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Tricia Herzfeld, Secretary