

Minutes of the Richland County Board of Elections and Voter Registration

Wednesday, June 10, 2015

4:00pm, County Council Chambers

Board Members in Attendance

Ms. Marjorie Johnson, Chair

Ms. Adell Adams, Vice-Chair

Ms. Sylvia Holley

Ms. Jane Emerson

Mr. E. Peter Kennedy

Staff in Attendance

Mr. Samuel Selph, Director

Ms. Lillian McBride, Deputy Director

Ms. Becky Brown, Precinct Coordinator

Ms. Elizabeth Hill, Precinct Clerk

Ms. Cheryl Goodwin, Election Systems Coordinator

Ms. Sheron Harris, Absentee Coordinator

Others in Attendance

Mr. James Brown, Legislative Delegation

Local print and television media

Call to Order

- The meeting was called to order at 4:07 p.m.

Adoption of Agenda

- A motion was made to adopt the meeting's agenda. Seconded. Approved.

Approval of Board Meeting Minutes

- The Board Members reviewed the minutes from May 13, 2015. A motion was made to approve the meeting minutes. Seconded. Approved.

Board Chair Comments

- *Director's Second Quarter Report Prep.*
 - Ms. Johnson informed the Board that they had received copies of the Director's 1st Quarter Report.
 - The Board was advised to review the Director's 1st Quarter Report that was submitted but the Board will not evaluate the Director until the 2nd Quarter Report has been received.
 - Ms. Emerson requested that additional information be included in future reports that are submitted (ex: measurable objectives, dates, and numbers).
 - Ms. Johnson stated that the Board will be expecting a report in July 2015 for the 2nd quarter – April, May, & June 2015.

Minutes of the Richland County Board of Elections and Voter Registration
Wednesday, June 10, 2015
4:00pm, County Council Chambers

- Budget Status re: Poll Workers
 - Ms. Rebecca Brown, Precinct Coordinator presented the Board with a presentation detailing the necessary funds needed for poll worker payments for future elections.
 - The preliminary FY2016 budget lists \$160,481 for poll worker pay but Ms. Brown has projected that \$1.1 million will be needed.
 - The following breakdown was provided detailing poll worker payments:
 - Poll Managers: \$120.00
 - Poll Clerks: \$180.00
 - Polling Location Technicians: \$350.00
- **The breakdown does not include FICA and retirement payments. ***
- Ms. Brown informed the Board that poll worker payments are deducted from the department's budget, but the reimbursements are placed in the County's General Fund.
 - Municipalities reimburse the department for all expenses; the Presidential Preference Primaries are typically paid by the Parties at a percentage; and the Primary is reimbursed from the SC Election Commission at a percentage as well.
- Office Consolidation / Relocation Status
 - Ms. Johnson stated that the report regarding the office consolidation / relocation status is negative and appears to be going nowhere. Multiple meetings have been held with numerous individuals but to no avail.

Board Comments – Discussion

- Ms. Holley expressed concerns regarding how the Board may be perceived by the citizens of Richland County.
- No Comments: Mr. Kennedy, Ms. Adams, & Ms. Emerson

Director's Comments & Updates

- Budget Status
 - Mr. Selph stated that the department is underfunded and there are currently three negative line items in the budget.
 - During the budget preparation for FY2016, information was provided as to the monies needed for poll worker payments for upcoming elections. If the money is not provided, the department will have to submit a Request of Action to County Council for the needed funds.

**Minutes of the Richland County Board of Elections and Voter Registration
Wednesday, June 10, 2015
4:00pm, County Council Chambers**

- Protection & Advocacy Report
 - Mr. Selph informed the Board that there were less than 30 polling sites that were not accessible based on the report from the Protection & Advocacy Group.
 - A meeting will be held with the organization in June 2015 and they will provide the direction needed to ensure all polling locations are accessible on Election Day.
 - Ms. Johnson questioned whether allowances will be made for polling locations over which the department has no control.
 - Mr. Selph stated that allowances should be made and that the department will do all they can to ensure accessible accommodations at all polling locations.
- Employee Retirement
 - Mr. Selph informed the Board that an employee will be retiring at the end of June 2015. A proclamation from County Council will be issued to the employee at County Council's meeting scheduled for June 16, 2015 at 6:00pm.

Executive Session re: Legal Representation & Litigation

- A motion was made to proceed into Executive Session to discuss legal representation and litigation issues. Seconded. Approved. The Board entered into Executive Session at 5:13pm.
- A motion was made to come out of Executive Session at 5:53pm. Seconded. Approved.
- The Board indicated that litigation was discussed and there were no actions to report from the Executive Session.

Public Questions & Comments

- None

Adjournment

- There being no further business, the meeting was adjourned at 5:54pm.

Recorded by: Amie Brunson, Administrative Assistant