

GLYNN COUNTY BOARD OF ELECTIONS AND REGISTRATION

September 21, 2017

Board Hearing

The hearing was called to order by the Chairman at 10:00 A.M.

Present were Ruby Robinson, Chairman; Tommy Clark, Vice Chairman; Patricia Gibson, Secretary; Sandy Dean, Member; Aaron Mumford, Glynn County Attorney; Monica Couch, Assistant Supervisor.

The hearing was conducted to consider the eligibility of voters whose names were listed on a spreadsheet Mrs. Couch distributed to each Board member. Letters of notification of the hearing were mailed on September 5, 2017. Board members briefly reviewed the list of names and the reason stated for removal of nine (9) deceased voters.

Mr. Clark made a motion that the deceased voters listed be removed from the Glynn County electors list; Mrs. Dean seconded the motion. Motion was approved 4-0.

Mrs. Gibson made a motion to adjourn the hearing. Mr. Clark seconded the motion. Motion was approved 4-0.

The hearing was adjourned at 10:02 A.M.

Ruby Robinson, Chairman

Patricia Gibson, Secretary

GLYNN COUNTY BOARD OF ELECTIONS AND REGISTRATION

September 21, 2017

Board Minutes

The meeting of the Board of Elections was called to order by Chairman Robinson at 10:02 a.m.

Present were Ruby Robinson, Chairman; Tommy Clark, Vice Chairman; Patricia Gibson, Secretary; Sandy Dean, Member; Aaron Mumford, Glynn County Attorney; Monica Couch, Assistant Supervisor.

Discuss and Approve Hearing and Board Minutes for Regular Meeting held on August 8, 2017
Mr. Clark made a motion to approve the hearing and board minutes held on August 8, 2017 and Mrs. Dean seconded. Motion approved 4-0.

Discuss and Approve Minutes of the Special Called Meeting held on August 28, 2017
Mrs. Dean made a motion to approve the minutes of the Special Called Meeting held on August 28, 2017 and Mr. Clark seconded the motion. Motion approved 4-0.

Discuss Planning for the 2017 General Municipal Elections

Mrs. Couch reported that qualifying went smooth: the Brunswick Mayor is running unopposed; however, incumbents for both North and South Ward Commissioner seats had some opposition. Mrs. Couch stated that the ballots and audio proofs arrived and were signed off and sent to Kennesaw State University. Because of a mandatory County issued evacuation due to hurricane Irma on September 8, the scheduled poll worker training on the 27 and 28 of September was moved to September 28 at the library with only with 2 sessions: 9:30 and 1:30 p.m., both three hour classes covering election laws, voting machines and provisional ballots. All of the poll workers were notified and rescheduled. Mrs. Couch invited Board members to attend.

Mrs. Couch reported that the executed contract with Zion Baptist was in place and that precinct cards were printed and mailed, reiterating that everything had been done legally and timely. Signs notifying Burroughs Molette voters will be placed strategically in that precinct on Election Day: Mrs. Couch displayed the new signs created to direct voters.

Mrs. Couch explained that the GEMS database is on its way and that a notice for L&A in October would be sent to the Brunswick News. Mrs. Couch stated that ES&S has agreed to set up the Balotar and give staff a tutorial. At the vendor's request, the machine had been moved upstairs during the hurricane: the GEMS server was not moved and did not need to be recertified.

Mrs. Couch reported that Colleen Gladden will be working this fall to assist with the election.

Referring to a handout stating that the Voter Participation Group will be sending a batch of new applications to be processed, Mrs. Couch said that 2,901 would be sent to Glynn County to process according to the State's estimates. In preparation National Voter Registration Day on September 26, the Women Voices of Glynn County had requested third party registration drive training. Mrs. Couch reported that the Board had provided the training, new voter applications and transmittal sheets to the group.

Discuss Lessons Learned from Hurricanes Matthew and Irma, and Our Current Emergency Plan
The Board's Emergency Plan recommends how to handle the office and the voting equipment in the event of a disaster. Mrs. Couch reported that machines were moved upstairs in anticipation of hurricane Irma on September 7, as suggested in the plan. The DREs and express Polls were moved to the second floor and locked. Mrs. Couch added that she coordinated the move ahead of the mandatory evacuation because she had observed during Hurricane Matthew that it was more difficult to recruit Glynn County personnel at the last minute because they are usually busy with other departments.

Voter registration cards, though, were a concern. Currently the actual cards are stored in files on the first floor: if the surge was high enough, registration cards would be lost. Mrs. Couch explained that she was able to obtain surplus cabinets from another county that could possibly be placed on wheels.

Mrs. Couch mentioned that to store the cards digitally would be an ideal safeguard, but the concern was cost and manpower. Mrs. Dean strongly suggested we should store the cards digitally since we've evacuated twice in two years due the approaching hurricanes. The Board had a discussion regarding the cost. Mrs. Gibson made motion to have the Supervisor investigate the cost of scanning and digitalize the voter registration cards. Mr. Clark seconded the motion. Motion passed 4-0.

Discuss Future Agenda Items

Mrs. Dean wanted future agendas to include the following: placing current department employees under the County's personnel policy, the entire Board reviewing the Supervisor, and the possibility of a contract for the Supervisor. Mrs. Robinson asked Mr. Mumford for guidance. Mr. Mumford advised that the request for staff should be formally addressed through the County's personnel Committee, and although the current Board by-laws somewhat cover it; the policy would be better clarified. He added that the second item, the review of the Supervisor, would be a change to the by-laws, and then put it up for adoption. He stated he would contact the Human Resources Director regarding the contract for Supervisors.

Mrs. Robinson then entertained a motion to go into Executive Session.

When the Board resumed, Mrs. Dean made a motion to call a Special Called Meeting to interview Mrs. Couch for Supervisor on Thursday, September 28 at 2:00 p.m. regarding personnel. Mr. Clark made the second motion. Motion passed 4-0.

Adjournment

Mrs. Dean made a motion to adjourn. Mr. Clark seconded the motion. Motion approved 4-0. Meeting adjourned 11:00 A.M.

Ruby Robinson, Chairman

Patricia Gibson, Secretary