

COMMISSIONERS
Adell Adams, Chair
Jane Dreher Emerson
Sylvia Holley
E. Peter Kennedy
Shirley Mack

Voter Registration & Elections



Rokey W. Suleman II
DIRECTOR

Richland County, South Carolina

Minutes of the Richland County Board of Elections & Voter Registration Elections & Voter Registration Conference Room

October 10, 2017
4:00 PM

In Attendance

Board Members

- ❖ Adell Adams, Chair
- ❖ E. Peter Kennedy
- ❖ Shirley Mack
- ❖ Sylvia Holley

Staff Members

- ❖ Rokey Suleman II, Director
- ❖ Lillian McBride, Deputy Director
- ❖ Yonita Simmons, Outreach Coordinator

Others Present

- ❖ League of Women Voters Representatives (LOWV)

Call to Order

A meeting of the Richland County Board of Elections & Voter Registration was called to order in the Elections & Voter Registration Conference Room on June 14, 2017 at 4:00 PM, Chair Adams presiding.

Adoption of Agenda

Ms. Adams moved that we adopt the agenda as published. Mr. Kennedy made a motion to adopt the agenda; it was seconded by Ms. Mack. The vote in favor was unanimous.

Approval of Board Meeting Minutes

Ms. Mack moved that the minutes from the August 9th board meeting be published as written; it was seconded by Mr. Kennedy. The vote in favor was unanimous.

Board of Chair Comments

No comments.

Directors Comments

Agency Status

- 260,262 Registered voters as September 30th
- 2,976 New voters registered in August and September

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- 1,493 Address changes
- 453 (New and Address changes were received through the online portal)
- 16 Voter ID's

Budget

- The County has approved the \$307,383 budget amendment from monies that were not given back to the agency via reimbursement. This amount was reduced from the original \$433,988. The county removed \$126,605 to pay back amounts given to the agency in other budget amendments in FY17.

November Election

- Machines were allocated at roughly a ratio of 1/250 voters.
- All polling location moves have been completed and approved by the delegation. We will be posting notices at all of the former locations to inform voters of the moves. We have also sent notices to all of the affected voters to let them know of the changes. We are also taking the opportunity to use the returned notices to update our voter registration records.
- Poll worker training is underway. As of October 9, we have held 8 training classes serving a total of 211 workers. We have 7 classes scheduled and are expected to train an additional 187 workers for a total of 398 to work on Election Day. As per our agreement with the DoJ, ADA accessibility is a major portion of our training and each worker is signing a form attesting to the fact that they have received this training.
- The public test of voting equipment occurred on Monday, October 9th. We would like to thank the LWV for attending. The staff has begun the Logic and Accuracy testing on the equipment and we expect that process to be finished next week. The agency has worked with the State Election Commission on a pilot for the updated software for the Unity election management system. This upgrade required firmware in each individual voting machine to be updated. The upgrade process was taking longer than expected so we updated a sufficient number of machines for this election and will update the remaining machines in November and December.
- Absentee voting has begun. We have mailed out a total of 34 ballots for the City of Columbia, 2 for the Town of Irmo and 0 for the towns of Blythewood and Arcadia Lakes. We have had 2 voters on the machines in the front.
- Part-time staff is working full-time through the end of November. We will have four additional workers for the two weeks leading up to the election.
- We had planned to do a line survey to assess wait-times for the election. We have decided to withdraw that survey due to the fact that this election has few contested races and we expect a low turnout. The data we would collect with this survey would not be worth much because of the lack of voters.

Executive Director Update

- I will be taking two of my certification classes next week. This will bring me half-way to my certification. My notary application has been approved by the delegation and is being processed by the state.
- The State Election Commission held a mandatory, all-day meeting on security last week. We are reviewing some of our security procedures and will be working with the state on enhanced security for our systems.

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- I have been invited to participate in the “Principal for a Day” program by Richland One School System. As interesting as this program is, I have had to unfortunately decline because the date is November 9th and we will be working on post-election certification.
- I will be speaking to the CCRW this evening at 6 and the Lake Murray/Irmo Rotary Club on November 15th and the Northeast Democrats on January 13th. I spoke to the Five Points Rotary on September 15th. If board members have any opportunities for me to meet with the public, please forward them along.
- We have received the SCARE conference agenda for February and I will be reviewing with staff to see who will benefit with attendance.

Board Comments

No Comments

Executive Session

Mr. Kennedy moved to adjourn to Executive Session, to discuss a personnel, legal and EEOC matters. Ms. Mack seconded. The vote in favor was unanimous. The members of the Board of Elections & Voter Registration entered into Executive Session at 4:50 PM. Mr. Kennedy moved to adjourn Executive Session at 5:20 PM. It was seconded by Ms. Mack.

No decisions were made in Executive Sessions.

Public Questions & Comments

No Comments

Adjournment

Mr. Kennedy moved to adjourn the meeting, seconded by Ms. Mack. There being no further business the meeting was adjourned at 5:21 PM.

Next Scheduled Meeting

The next regularly scheduled Board of Elections & Voter Registration meeting is December 13, 2017, at 4:00 PM in the Richland County Council Chambers.

Submitted By:
Yonita Simmons
Outreach Coordinator