

FRANKLIN COUNTY BOARD OF ELECTIONS
280 EAST BROAD STREET
COLUMBUS, OHIO 43215
(614) 462-3100

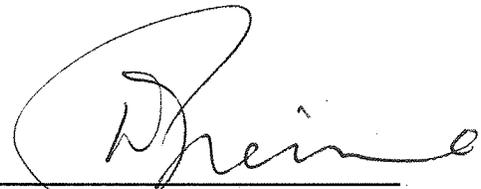
MINUTES OF THE MEETING ON

10-5-09

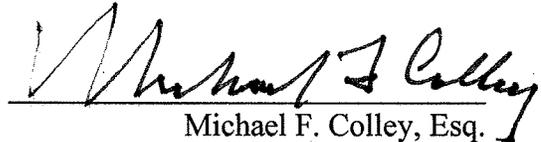
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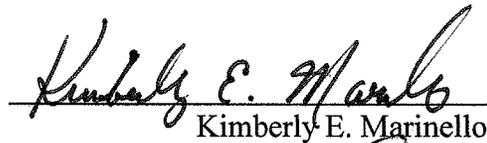
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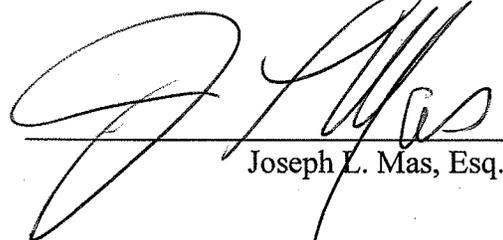
Douglas J. Preisse, Chairman



Michael F. Colley, Esq.

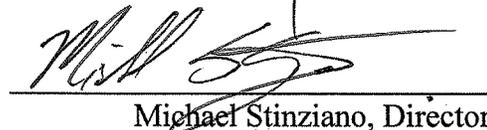


Kimberly E. Marinello



Joseph L. Mas, Esq.

ATTEST:



Michael Stinziano, Director

1 FRANKLIN COUNTY BOARD OF ELECTIONS

2 FRANKLIN COUNTY, OHIO

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4 IN RE: :

5 Board Meeting :

6 :

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8 Proceedings before Chairman Douglas J.
9 Preisse; Director Michael Stinziano; Deputy
10 Director Matt M. Damschroder; and Board
11 Members Michael F. Colley, Joseph L. Mas,
12 and Kimberly E. Marinello, taken at the
13 Franklin County Board of Elections, 280 East
14 Broad Street, Columbus, Ohio, on Friday,
15 October 5, 2009, at 3:15 o'clock p.m.

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1 APPEARANCES:

2 Franklin County Board of Elections
3 373 South High Street
4 Thirteenth Floor
5 Columbus, Ohio 43215
6 By Mr. Patrick J. Piccininni
7 Franklin County Prosecuting
8 Attorney/Civil,

9 On behalf of the Department.

10

11 ALSO PRESENT:

12

13 Eric Nicholas,
14 Regional Liaison

15 Ben Piscitelli,
16 PIO

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18 Brenna Umbstaetter,
19 Finance

20 Suzanne Brown,
21 Secretary

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P R O C E E D I N G S
- - - - -

DIRECTOR STINZIANO: We will call to order the regular meeting of the Board of Elections for Monday, October 5th, 2009.

Mr. Colley?

BOARD MEMBER COLLEY: Here.

DIRECTOR STINZIANO: Chairman Preisse?

CHAIRMAN PREISSE: Here.

DIRECTOR STINZIANO: Mr. Mas?

BOARD MEMBER MAS: Here.

DIRECTOR STINZIANO: Ms. Marinello?

BOARD MEMBER MARINELLO: Here.

DIRECTOR STINZIANO: First item is approval of minutes. We have minutes for the Board from the September 3rd meeting and the September 9th meeting for approval.

BOARD MEMBER MARINELLO: Mr. Chairman, I move that the minutes of the meeting of the Board held on September 3rd and September 9th be approved as submitted.

BOARD MEMBER COLLEY: Second.

DIRECTOR STINZIANO: All in favor?

1 BOARD MEMBERS: Aye.

2 DIRECTOR STINZIANO: Next, per the
3 procurement policy, we have our monthly fiscal
4 report presented by Brenna.

5 MS. UMBSTAETTER: The budget report for
6 September 30th reflects the approved budget plus
7 the \$293,000 supplemental appropriation that was
8 approved for expenses related to the August special
9 election, but it does not yet reflect the
10 commissioner's office of budget management transfer
11 from materials and services into the capital outlay
12 item, which is to cover our voting machine purchase
13 with ES & S.

14 So this is -- it's kind of a
15 mid-election snapshot. We have some election
16 expenses for November that are reflected here, and
17 the bulk of them will be posted in October.

18 Through the end of the third quarter
19 our year to date expenditures, which I see in the
20 second column of the report 5,090,000.

21 On page 2 on the pie charts, you can
22 see a quick representation of the -- the roll-ups
23 or the subtotals.

24 Personal services and fringe benefits

1 are on track at about 75 percent of the budget, but
2 we want to keep in mind as we move through the end
3 of the year that the managers are going to need to
4 very carefully manage the seasonal expense and
5 overtime expense to keep us in-line with our
6 appropriations.

7 And then materials and services
8 expenditures is on the next page. If you look at
9 the expenditures and the incumbrances combined --
10 about 47 percent of our total budget for the year.
11 And that appears pretty low, but considering that
12 we have not yet incurred most of the higher dollar
13 amount expenses for the November election, we'll
14 expect to see that go up quite a bit next month,
15 and that is where the -- I believe it's \$204,500
16 that we'll be transferring from that materials and
17 services appropriation to cover the voting machine
18 purchase.

19 I've also included a report for you
20 that is the same information but detailed by line
21 item in summary for the Board, so that if you have
22 an interest in any of the individual line items in
23 materials and services, you will have that
24 breakdown as well.

1 And the final page in your packet is
2 the reconciliation of incumbrances and expenditures
3 required under our procurement policy. And that is
4 our opportunity to balance by purchase order and
5 invoice activity with the financial statement
6 broken out by expense account.

7 And rather than distribute all of the
8 supporting documentation for this report, our
9 director suggested that we just keep that on file
10 in his office and in the deputy's office so that if
11 you have an interest in reviewing those, they're
12 available to you.

13 DIRECTOR STINZIANO: Green initiative.

14 MS. UMBSTAETTER: Green initiative.

15 BOARD MEMBER MARINELLO: Good idea.

16 DIRECTOR STINZIANO: That saves a
17 significant amount of paper.

18 BOARD MEMBER MARINELLO: I bet.

19 CHAIRMAN PREISSE: Michael and Matthew,
20 what are your reactions? Are we on track? Do I
21 hear an admonition we're going to run out of money
22 for seasonals?

23 DEPUTY DIRECTOR DAMSCHRODER: I think
24 it's just a caution to continue to be prudent in

1 our -- the number of seasonals we bring back and
2 the amount of overtime approved.

3 I think it was -- Brenna and I talked
4 before the meeting. The Commissioners have not
5 made a supplemental appropriation to the Board for
6 full-time employee raises for 2009. As the Board
7 will recall, the Commissioners authorized a
8 3 percent pay raise for all the full-time
9 employees, but only appropriated enough funds to
10 the Board of Elections for about one and a half
11 percent of that expenditure, because the -- because
12 in the computer system, the pay tables hadn't been
13 updated for a number of years.

14 So, I think, if I recall correctly,
15 that's about 83 or \$85,000 that I think the
16 Commissioners are, I think, wisely waiting to see
17 if we can absorb in our appropriation without
18 having to make a supplemental. So there is that
19 kind of understanding between the Board of
20 Elections and the Commissioners that if that money
21 is necessary, that it could be -- that it would be
22 appropriated.

23 So I think that's a little bit of a --
24 at this point, a non-appropriated cushion in the

1 event that if something does happen like we, you
2 know, end up getting 50,000 absentee ballots that
3 we're not anticipating at this point.

4 CHAIRMAN PREISSE: Okay. Any
5 questions?

6 THE BOARD: (No response.)

7 DIRECTOR STINZIANO: And we're also
8 going to have Brenna present the 2010 budget
9 request. Past practice of the Board was to give
10 the Board members a preview. We did not have the
11 opportunity to do that last year, because we never
12 had our formal budget meeting, but things seem much
13 more on track this go around.

14 As the Board may remember, last year
15 the Board of Commissioners wanted to focus on our
16 supplemental request for 2008 rather than looking
17 to our 2009 budget request, so that's why it didn't
18 happen last year, but we're on track this year.

19 MS. UMBSTAETTER: This is a copy of
20 what I e-mailed each of you on Friday afternoon.
21 Just a quick summary with the roll-up totals so
22 that you can see how 2010's request compares to
23 both our actual performance in 2008 and the 2009
24 year budget.

1 We know that we operate on more of a
2 two- and sometimes four-year cycle for similar
3 levels of expense, but there are a number of
4 restraints in the budget process that are based on
5 previous year's budgets. So although we know that
6 2009 is not representative of the activity in 2010,
7 we do try to keep an eye on that just so that we're
8 meeting all of the required guidelines, and that's
9 why you will see we have a baseline request of
10 8,233,000 and then separately broken out in the
11 request for results.

12 Normally, request packages are
13 individual new initiatives, but the Commissioners
14 have revised their budget process so that they are
15 wanting to see no increase baseline, so the request
16 includes a figure that accounts for our two-year
17 election cycle.

18 DIRECTOR STINZIANO: It's a no increase
19 in baseline for the current --

20 MS. UMBSTAETTER: Right.

21 DIRECTOR STINZIANO: -- fiscal year.
22 So they're trying to compare 2010 to 2009, and we
23 know we'll have a much bigger election cycle next
24 year. Sorry, Brenna.

1 MS. UMBSTAETTER: That's fine.

2 So what we're looking at as the amount
3 that's been submitted for review is a total request
4 of 11,669 -- 11,669,000, which you can see is about
5 a million less than 2008 which is a combination of
6 purchases. We're better at that, estimating
7 materials needs at this point, so there are some
8 savings reflected there in a number of areas.

9 And then the report that I printed for
10 you is directly out of Brass, the budget system,
11 and it's a little -- it's a little awkward to read
12 with all of the columns, but it has good
13 comparative information, prior years. It's a good
14 quick review, because you have some -- some roll-up
15 totals in the middle part of the first page, but
16 also it shows all of the detail.

17 DIRECTOR STINZIANO: Again, this is our
18 request, and we'll see what the Commissioners come
19 back with in terms of funds granted.

20 Are there any questions?

21 THE BOARD: (No response.)

22 DIRECTOR STINZIANO: And then, Brenna,
23 is there anything else on procurement policy
24 reconciliation?

1 MS. UMBSTAETTER: No.

2 DIRECTOR STINZIANO: Okay. If there's
3 no other questions, we'll go next -- to our next
4 items. Under the procurement policy, we need the
5 Board to vote on any purchases over 10,000. Given
6 that we're less than 35 days from election, we have
7 accumulated a number of purchase orders over
8 10,000.

9 As you will see, the first one is the
10 authority to vote slips which we get from Central
11 Ohio Graphics.

12 BOARD MEMBER MARINELLO: Mr. Chairman,
13 I move that the Board approve the purchase request
14 of \$10,800 for authority to vote slips from Central
15 Ohio Graphics.

16 BOARD MEMBER COLLEY: Second.

17 DIRECTOR STINZIANO: All in favor?

18 BOARD MEMBERS: Aye.

19 DIRECTOR STINZIANO: The next purchase
20 order is for the precinct election official
21 training manuals.

22 BOARD MEMBER MAS: Mr. Chairman, I move
23 that the Board approve the purchase request of
24 \$44,000 for the printing of PEO training manuals

1 from Central Ohio Graphics.

2 BOARD MEMBER COLLEY: Second.

3 DIRECTOR STINZIANO: All in favor?

4 BOARD MEMBERS: Aye.

5 DIRECTOR STINZIANO: The next is -- we
6 anticipate it will be over \$10,000, but authority
7 to the Director and Deputy Director to enter
8 agreements so we can have on election day all of
9 our 88 materials placed on sites -- at polling
10 location sites.

11 BOARD MEMBER MARINELLO: You're
12 anticipating how much on that? It doesn't say or
13 you don't --

14 DIRECTOR STINZIANO: We're still trying
15 to coordinate.

16 BOARD MEMBER MARINELLO: You think it's
17 going to be over 10?

18 DIRECT STINZIANO: We are positive it
19 will be over 10,000, because it's man -- it's
20 physical labor at that point, moving the bases and
21 making sure the signs are set up.

22 CHAIRMAN PREISSE: Is that -- who do we
23 contract for to do that? Just the seasonals come
24 in there to get trained, or is that part of the

1 regular delivery maintenance?

2 DIRECTOR STINZIANO: It's not part of
3 the regular delivery contract. That's something
4 we've looked into adding as part of that in the
5 future and maybe doing an add on now. We're still
6 working on that contract. I don't know if Matt
7 wants to add anything else.

8 DEPUTY DIRECTOR DAMSCHRODER: Yeah.
9 No. I mean, the options that we're looking at, I
10 think we lean at this point towards paying EE Ward,
11 who has the contract to deliver the voting machines
12 for this election, to pay them a little bit more to
13 add another truck to put all of the cones and signs
14 on, leave them at the school or church or wherever
15 with the voting machines, and then have our normal
16 election-day rovers and technicians put the cones
17 out to designate the parking spaces.

18 The other would be if that doesn't work
19 out, that we would just hire additional spot labor
20 to drive them out on Monday and pick them up again
21 on Tuesday, but I think the overwhelming preference
22 from the warehouse team and from the Director and I
23 is to have EE Ward do it since they're already
24 going to each facility anyway.

1 CHAIRMAN PREISSE: That's what it
2 sounded like. If they know the drill.

3 DIRECTOR STINZIANO: They definitely
4 know the drill.

5 BOARD MEMBER MARINELLO: Mr. Chairman,
6 I move that the Board enter into agreement for the
7 delivery and retrieval of all ADA materials for
8 voting locations for the November 3rd, 2010
9 election.

10 BOARD MEMBER COLLEY: Second.

11 DIRECTOR STINZIANO: All in favor?

12 BOARD MEMBERS: Aye.

13 DIRECTOR STINZIANO: Next is the notice
14 of election ads. We're statutorily required to
15 place these ads in paper circulation. I don't know
16 if it's the largest --

17 UNKNOWN SPEAKER: For general
18 circulation.

19 DIRECTOR STINZIANO: -- but we use the
20 Dispatch.

21 BOARD MEMBER MAS: Very good. In that
22 case, Mr. Chairman, I move that the Board approve
23 the purchase request of \$17,000 for the notice of
24 election ads from the Dispatch Printing Company.

1 BOARD MEMBER COLLEY: Second.

2 DIRECTOR STINZIANO: All in favor?

3 BOARD MEMBERS: Aye.

4 DIRECTOR STINZIANO: And next is for an
5 absentee voting advertisement. The Dispatch has
6 created a wonderful voting guide, and we think we
7 can get some good publicity by placing an
8 advertisement on their website. And that would
9 come to \$16,500.

10 BOARD MEMBER MARINELLO: Mr. Chairman,
11 I move that the Board approve multi-vendor purchase
12 request of \$16,500 for voter information
13 advertising on dispatch.com.

14 BOARD MEMBER COLLEY: Second.

15 DIRECTOR STINZIANO: All in favor?

16 BOARD MEMBERS: Aye.

17 DIRECTOR STINZIANO: Next item is the
18 Pitney Bowes machine. We have essentially
19 electronic postage where we have to add that
20 postage and then we run the mail through the meter,
21 which applies our postage for our mailings, and
22 that's 59,500.

23 BOARD MEMBER MAS: Mr. Chairman, I move
24 that the Board approve the purchase request of

1 \$59,500 for postage of the Pitney Bowes postage
2 meter.

3 BOARD MEMBER COLLEY: Second that
4 motion.

5 DIRECTOR STINZIANO: All in favor?

6 BOARD MEMBERS: Aye.

7 DIRECTOR STINZIANO: And the last is a
8 \$10,000 request from Kid Voting for the t-shirts.

9 MS. UMBSTAETTER: That covers their
10 administration of our Youth at the Booth Program
11 for this election cycle.

12 BOARD MEMBER MARINELLO: I move the
13 Board approve the purchase request of \$10,000 for
14 kids voting program, administration of Elections
15 Board.

16 BOARD MEMBER COLLEY: Second.

17 DIRECTOR STINZIANO: All in favor?

18 BOARD MEMBERS: Aye.

19 DIRECTOR STINZIANO: The next regards
20 the employee health care contribution levels for
21 2010. I don't know if Matt wants to speak to the
22 past practice of the Board in terms of what the
23 Board of Commissioners and county agencies guidance
24 are and what the Board's practice has been. My

1 understanding if we've been somewhat in lock-step
2 although it has not been out of character for us,
3 maybe, to take somewhat of a different path.

4 DEPUTY DIRECTOR DAMSCHRODER: Yeah.
5 The -- several years ago the county started a
6 program where -- similar to the private sector and
7 other government entities to require an employee to
8 pay a portion of the -- of the health insurance
9 coverage for each employee and their -- and their
10 covered dependents.

11 Because the office -- because our
12 agency is a statutorily autonomous body, we have
13 the authority to go out and contract for our own
14 health insurance coverage, but that would obviously
15 make very little sense with only 44 covered lives
16 here.

17 You know, the rates that the county
18 gets is a significant savings as opposed to doing
19 it on our own, so because we're an autonomous
20 agency, we have to have a resolution from the Board
21 to do what they're doing in terms of the employee
22 contribution amounts. If the Board wanted to do a
23 larger employee contribution, it would certainly be
24 within its purview to do that.

1 Likewise, if the Board said we don't
2 want to have -- we want to have a zero employee
3 contribution, the Board would be in its statutory
4 rights to do that as well, but I -- that would be
5 practice for the Board since the county adopted the
6 employee contribution has been to do for its
7 employees, what the Commissioners do for their
8 employees.

9 BOARD MEMBER MAS: Okay. Mr. Chairman,
10 I move that the Board of Elections voluntarily
11 accept the recommendation of the County
12 Commissioners for the board member and employee
13 contributions to their health care insurance
14 coverage at the following rates:

15 No. 1, \$25.39 per pay period for
16 individual employee coverage or for coverage of
17 individual employees with children; and No. 2,
18 \$63.31 per pay for individual employee coverage
19 with a spouse or for coverage of individual
20 employees with a spouse and children.

21 BOARD MEMBER COLLEY: Second.

22 DIRECTOR STINZIANO: All in favor?

23 BOARD MEMBERS: Aye.

24 DIRECTOR STINZIANO: The next item is

1 move into executive session to discuss the
2 appointment, employment, and/or compensation of
3 employees.

4 BOARD MEMBER MAS: Mr. Chairman, I move
5 that the Board adjourn into an executive session to
6 consider the appointment, employment and/or
7 compensation of a public employee.

8 BOARD MEMBER COLLEY: Second.

9 DIRECTOR STINZIANO: Do a roll call
10 vote.

11 Mr. Colley?

12 BOARD MEMBER COLLEY: Yes.

13 DIRECTOR STINZIANO: Chairman Preisse?

14 CHAIRMAN PREISSE: Yes.

15 DIRECTOR STINZIANO: Mr. Mas?

16 BOARD MEMBER MAS: Yes.

17 DIRECTOR STINZIANO: Ms. Marinello?

18 BOARD MEMBER MARINELLO: Yes.

19 (Brief recess taken.)

20 DIRECTOR STINZIANO: I will do a roll
21 call to return to public session.

22 Mr. Colley?

23 BOARD MEMBER COLLEY: Yes.

24 DIRECTOR STINZIANO: Chairman Preisse?

1 CHAIRMAN PREISSE: Yes.

2 DIRECTOR STINZIANO: Mr. Mas?

3 BOARD MEMBER MAS: Yes.

4 DIRECTOR STINZIANO: Ms. Marinello?

5 BOARD MEMBER MARINELLO: Yes.

6 CHAIRMAN PREISSE: And for the record,
7 I would like to announce that no motions were made
8 nor votes taken during the executive session.

9 BOARD MEMBER MARINELLO: Mr. Chairman,
10 I move that the Board transfer Brenna Umbstaetter,
11 the manager of fiscal and administrative services
12 to interim manager of fiscal services, effective
13 October 12, 2009.

14 BOARD MEMBER MAS: Second.

15 DIRECTOR STINZIANO: All in favor?

16 BOARD MEMBERS: Aye.

17 BOARD MEMBER COLLEY: Mr. Chairman, I
18 move that the Board appoint David Hansen as manager
19 of administrative services, effective October 12,
20 2009, at \$24 per hour.

21 CHAIRMAN PREISSE: I will second the
22 motion.

23 DIRECTOR STINZIANO: All in favor?

24 BOARD MEMBERS: Aye.

1 CHAIRMAN PREISSE: And if there's no
2 further business, we can -- let's see, are we
3 recessing or adjourning now?

4 DIRECTOR STINZIANO: We are adjourning.
5 The next meeting is the Monday before the election
6 unless there is a call by two members of the Board
7 or if we are statutorily required to, if we, for
8 example get a challenge.

9 CHAIRMAN PREISSE: Okay.

10 DIRECTOR STINZIANO: Motion to adjourn?

11 BOARD MEMBER MAS: So moved.

12 BOARD MEMBER COLLEY: Second.

13 DIRECTOR STINZIANO: Is there a second?

14 BOARD MEMBER MARINELLO: Second.

15 DIRECTOR STINZIANO: All in favor?

16 BOARD MEMBERS: Aye.

17 DIRECTOR STINZIANO: Thank you very
18 much.

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20 Thereupon, the proceedings were
21 concluded at 3:56 o'clock p.m.

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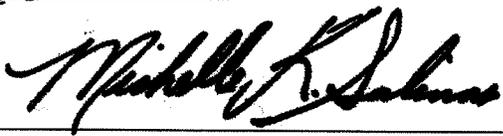
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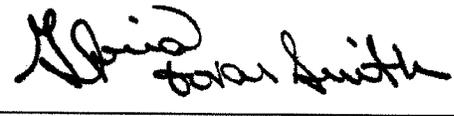
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The undersigned do hereby certify that the foregoing proceedings were digitally recorded, electronically transmitted, and transcribed via audible playback, and that the foregoing transcript of such proceedings is a full, true and correct transcript of the proceedings as so recorded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal of office at Columbus, Ohio, on this 15th day of October, 2009.



Michelle K. Salinas
Certified Digital Reporter
Notary Public - State of Ohio
My commission expires July 17, 2013.



GLORIA TOVAR SMITH
Certified Digital Transcriber