


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

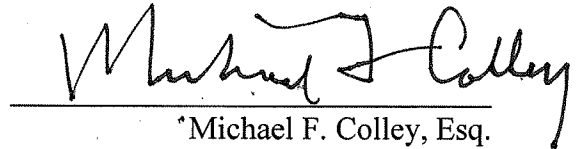
MINUTES OF THE MEETING ON

6/7/10

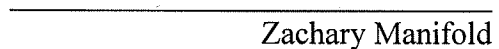
APPROVED ON 7/13/10

BY:



Douglas J. Preisse, Chairman


Michael F. Colley, Esq.


Kimberly E. Marinello


Zachary Manifold

ATTEST:


William A. Anthony, Jr., Director

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FRANKLIN COUNTY BOARD OF ELECTIONS

FRANKLIN COUNTY, OHIO

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IN RE: :

Board Meeting :

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Proceedings before Chairman Douglas J. Preisse; Director William A. Anthony, Junior; Deputy Director Matt M. Damschroder; and Board Members Michael F. Colley, Zachary E. Manifold and Kimberly E. Marinello; taken at the Franklin County Board of Elections, 280 East Broad Street, Columbus, Ohio, on Tuesday, June 7, 2010, at 3:05 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. Anthony E. Palmer, Junior
7 Franklin County Prosecuting
8 Attorney's Office,

9 On behalf of the Department.

10

11 ALSO PRESENT:

12

13 Ben Piscitelli, Media Relations

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15 Suzanne Brown, Executive Assistant

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17 Brenna Umbstaetter, Fiscal Officer

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P R O C E E D I N G S
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CHAIRMAN PREISSE: Mr. Director and
Mr. Deputy Director?

DIRECTOR ANTHONY: Are you all ready?

CHAIRMAN PREISSE: I think we're all
here.

DIRECTOR ANTHONY: Then, sir, we'd like
to call the Franklin County Board of Elections
Meeting to order. Roll call.

Kim Marinello?

BOARD MEMBER MARINELLO: Here.

DIRECTOR ANTHONY: Zack Manifold?

BOARD MEMBER MANIFOLD: Here.

DIRECTOR ANTHONY: New -- newly
appointed Doug?

CHAIRMAN PREISSE: I'm here. Doug
Preisse at present and accounted for.

DIRECTOR ANTHONY: And Michael Colley?

BOARD MEMBER COLLEY: Here.

DIRECTOR ANTHONY: Good morning,
Michael -- or good afternoon, Michael.

All right. First item on the agenda,

1 sir, is the approval of minutes from the last
2 meeting, May 18th and May 21st [sic] meeting.

3 BOARD MEMBER MANIFOLD: All right.

4 Mr. Chairman, I move that the minutes of the Board
5 Meeting held on May 18th and -- Board Meetings held
6 on May 18th and May 25th of this year be approved
7 as submitted.

8 DIRECTOR ANTHONY: Is there a second?

9 BOARD MEMBER COLLEY: Second.

10 DIRECTOR ANTHONY: All those in favor?

11 BOARD MEMBERS: Aye.

12 DIRECTOR ANTHONY: The next one has to
13 do with purchasing. And I'm not sure what --
14 Matthew you want to give them --

15 DEPUTY DIRECTOR DAMSCHRODER: Yeah.

16 DIRECTOR ANTHONY: -- the detail on
17 that?

18 DEPUTY DIRECTOR DAMSCHRODER: Every
19 year we contract with Elections Systems and
20 Software, our voting machine vendor, to provide
21 service and support. That comes largely in the
22 form of Dan Shebesta, who many of you know, who
23 comes and helps us with -- set up of the database
24 for each election, testing and programming the 650s

1 that the high-speed optical scanners for an
2 absentee, and then providing election day support.

3 Dan provided a lot of service days to
4 us this last spring because of the increased number
5 of parties. That created a lot of internal
6 problems for us to manage -- set up and manage the
7 elections, so Dan has spent a lot of time here.

8 This represents the amount for the
9 entire year. And, as always, if there are
10 days/hours that we don't use, they rollover to the
11 subsequent year. So it's our recommendation that
12 we enact this contract with them covering this
13 current fiscal year, including one of the days that
14 Dan was already here.

15 BOARD MEMBER MANIFOLD: All right.
16 Mr. Chairman, I move that the Board authorize the
17 Director and Deputy Director to enter into a
18 service and support agreement with Election Systems
19 and Software for fiscal year 2010 in the amount of
20 \$75,000.

21 BOARD MEMBER COLLEY: Second.

22 DIRECTOR ANTHONY: All those in favor
23 say aye?

24 BOARD MEMBERS: Aye.

1 DIRECTOR ANTHONY: Okay, that motion
2 carries.

3 The second -- the next item on the
4 agenda is approving the submission for Election
5 Management Consulting Services. We have to do a --
6 for the national voter registration file, we have
7 to get our names to coincide in there and somehow
8 get them to merge. And I'm not doing it quite
9 the -- the justice it deserves, but that system
10 allows us to get information and share it with what
11 the SOS has on file so we can get to it -- really
12 and truly a national -- a national voter
13 registration file system, and we need a consultant
14 to help get our files so that we can move them over
15 to the -- to the SOS Data System, and this guy's
16 gonna do it -- I forgot the guy's name. He's gonna
17 do it.

18 UNIDENTIFIED SPEAKER: Eddie Pronowski.

19 DIRECTOR ANTHONY: Eddie Pronowski,
20 yeah. We're not going to try -- try to do this
21 in -- in-house. We're going to let him do it,
22 because he has the expertise in the -- in our
23 system, and he understands how to do all that. And
24 this is probably quicker and easy -- easiest way

1 for us to get this done.

2 BOARD MEMBER MARINELLO: How long did
3 he say it takes, if you know?

4 DIRECTOR ANTHONY: It's going to take
5 at least a month.

6 DEPUTY DIRECTOR DAMSCHRODER: Yeah.
7 I -- I think Eddie should -- if we get it started
8 right away, can probably have it done by the end of
9 July. The secretary has not yet -- she's given us
10 the specifications for what needs to be upgraded,
11 but she hasn't given us the -- the due date for
12 when the specifications have to be implemented.
13 Based on private conversations, or one on one
14 conversations with David Ferrell, his expectation
15 is that at -- right at or before conference is when
16 they'll announce the due date. It will probably be
17 an end of July, beginning of August deadline, so
18 we -- we do need to get moving on this.

19 CHAIRMAN PREISSE: What kinds -- what
20 kinds of things are we talking about that we --
21 that we need to get done here for this?

22 DEPUTY DIRECTOR DAMSCHRODER: Carolyn
23 Gorec could probably -- could -- could give a more
24 detailed explanation of the technical side of it.

1 Basically, as -- as the Board Members
2 may recall, in 2004 there was a federal lawsuit
3 against the Secretary of State alleging that the
4 secretary was not complying with the Help America
5 Vote Act, because once she created the state-wide
6 file of voters -- of registered voters, compared it
7 with the Bureau of Motor Vehicles and Social
8 Security Administration, that that created a list
9 of mismatches. There were reportedly as many as
10 227,000 across the entire state of people who were
11 registered voters whose information, date of birth,
12 social, driver's license, on file with their County
13 Board of Elections didn't match, but BMV or Social
14 Security Administration had.

15 This upgrade that the Secretary of
16 State is requiring will allow that process that
17 hasn't been happening with getting information back
18 to the Boards to happen in an automatic method, so
19 it's -- it's basically in a -- in a technical term
20 for more information, getting the -- the data
21 packets up to the Secretary of State, the form that
22 she's going to send to BMV, get back to -- to her
23 from BMV and then sent back to us in useable
24 fashion.

1 BOARD MEMBER MARINELLO: How did you
2 find this guy?

3 DEPUTY DIRECTOR DAMSCHRODER: Eddie
4 used to work for Sequoia, which is the company that
5 we bought the voter registration system from, and
6 he's actually the individual who -- who created the
7 system for Sequoia. So now that Sequoia no longer
8 supports the system and we own the source code, we
9 have a contract with him for general day-to-day
10 support. Like he helped last week on the voter
11 history upload for the Secretary of State from the
12 May election.

13 So having him as a resource to help
14 us -- our plan is, as we've discussed before, is
15 not that we own the source code to take two or
16 three years working with Eddie so that we can learn
17 the system ourselves to be able to support it and
18 do these kind of things ourselves in the future,
19 but at this point in time with such a narrow window
20 for compliance and such a technical thing on the
21 front end, that learning curve, we felt it made
22 more sense to have Eddie just do the whole thing
23 with us looking over his shoulder as opposed to us
24 doing it and him kind of looking over our shoulder.

1 BOARD MEMBER MARINELLO: Mr. Chairman,
2 I move that the Board approve the proposal
3 submitted by Election Management Consulting
4 Services in the amount of \$167,000 to upgrade the
5 Board's voter registration and election management
6 system to comply with the enhancements made by the
7 Statewide Voter Registration System by the
8 Secretary of State.

9 DIRECTOR ANTHONY: Is there a second?

10 BOARD MEMBER COLLEY: Second.

11 DIRECTOR ANTHONY: All those in favor
12 say aye?

13 BOARD MEMBERS: Aye.

14 DIRECTOR ANTHONY: The motion passes.

15 And now a report from Brenna. Brenna?

16 MS. UMBSTAETTER: Hello.

17 BOARD MEMBERS: Hello.

18 MS. UMBSTAETTER: Matt thought it would
19 be a good idea if -- now that we have financial
20 information through the month of May, for us to all
21 take a few minutes and take a look at where we are
22 year to date, really do kind of a mid-year review
23 since we're past most of the reporting for the
24 primary.

1 So what you have in your packet are
2 the -- the reports that you're used to seeing
3 with -- there's a -- a summary on top of some key
4 percentages, and the report that -- that shows some
5 graphs -- pie charts.

6 There's also a summary that shows each
7 line item expense that I normally give you just our
8 agency totals, and I did include that entire in the
9 report as well, so that if there are any -- if
10 anything comes up that we want to talk about and
11 you want to look at later, you'll have
12 department -- departmental information as well as
13 our totals.

14 There are a couple of pages of notes
15 that follow the format of the financial report and
16 will kind of serve as our map of -- of working
17 through this. What I tried to do was bring up some
18 key points that we think that you should be aware
19 of that will help us look at the historical data,
20 not so much just to see what has happened, but
21 really to give us an indication of what -- how
22 we're positioned for the rest of the year.

23 You know, at a glance some percentage
24 calculations are very helpful, but they don't

1 always tell the whole story. There's some behind
2 the scenes things going on with the way the -- the
3 rest of the year is going to play out that we want
4 to remain focused on as we make decisions and --
5 and get into the next phase of our spending.

6 I started with the -- a couple -- a
7 couple of brief comments about the revenues.
8 The -- I don't know if you're all aware, but the --
9 the Commissioners and their staff really view those
10 revenues as reimbursements back into the county
11 general fund that our budget comes from, and -- so
12 if it's a year where we're receiving a -- a lot of
13 charge back revenue from the previous year's
14 elections, that doesn't really affect our bottom
15 line for the current year any differently than a
16 year that we're not receiving a lot of revenues
17 back.

18 So we -- we track it and keep an eye on
19 it and notice what kind of trends we have, but
20 it -- it doesn't have a -- it doesn't have a major
21 impact on our decision making as far as our
22 appropriations and how we utilize those.

23 If you look at the report that has more
24 of a grid format, that's the full financial

1 statement, you'll notice some categories that are
2 subtotaled, and those are referred to as roll ups.
3 And for budget purposes, it's important to remember
4 that each section that has a separate subtotal has
5 its own segment of the budget. So if we have
6 excess funds under personal services in one line
7 item, we can use them in a different line item, but
8 it has to be within that personal services
9 category.

10 Now, the -- if changes in our operation
11 reveal large differences between actual spending
12 and budget, then OMB has the ability to move those
13 funds for us between categories. But as far as our
14 internal management goes -- you know, we may have a
15 project that we're considering either seasonals or
16 full-time staff employee -- it's all in the same
17 total roll up for budget purposes, so if we need to
18 reallocate, we can.

19 Knowing it -- that -- that that's what
20 we're working with on personal services, then I put
21 some information together for you really looking at
22 it by employee type. The -- the line that's
23 labeled comp time payouts is a portion of our
24 overtime for full-time staff, but it's for those

1 who opt to take the comp hours, and then at a point
2 that they either reach maximum accrual of hours or
3 180 days on those hours, then we're paying it out.

4 So even though this is a portion of our
5 overtime expense, it has the time and difference in
6 it that with -- primarily with the six-month payout
7 requirement under our policy, so that's a little
8 distorted from year to year. That's kind of a new
9 thing that -- that we've not had to look at before
10 in -- in our projections. So as Matt and I get
11 into some of the nuts and bolts of the budget
12 process for next year, we'll probably want to, you
13 know, take that time and difference into account.

14 And then the other component of the
15 overtime expense are the overtime wages. The --
16 the accounting system does not divide and apply
17 employee type, but I have pulled out some
18 additional reporting so that I could split that
19 figure and you could see which part of the overtime
20 is going to our full-time staff and which part is
21 going to seasonal employees, and that for full-time
22 staff and for seasonals is exactly what it sounds
23 like. They're being paid in the same group.
24 They're being paid for the overtime in the pay

1 period that they earned the overtime.

2 And then the other kind of wildcard
3 component to the full-time compensation are the
4 termination payouts. So any time we have employees
5 who have separated from service, and they are
6 entitled to sick leave, vacation leave, and comp
7 time that they have accrued, the -- there's a
8 specific schedule for each of those items for
9 qualifications of what they can receive as a payout
10 because that is a moving target from a budget
11 standpoint. We don't always know when people are
12 planning to retire or are people planning to leave
13 and pursue other opportunities.

14 So the Office of Management and Budget
15 takes the position that we don't budget anything
16 for those items, and we try to absorb them in our
17 existing appropriations for the year if we can.
18 And then they always have a process in the fall
19 that they refer to as the omnibus resolution where
20 any unbudgeted items of expected items are all
21 addressed as far as the funding side of things.
22 Can we pull that out of another category over our
23 budget, or do we need a supplemental appropriation
24 to cover that? So that's something that is going

1 to -- it's going to distort our compensation
2 numbers a little bit as we move throughout the
3 year, and you just want to keep in mind that --
4 that it may or may not affect a supplemental in the
5 fall.

6 So if you look at the full-time
7 compensation total with all of -- all the
8 categories I -- I repeated the figure on this page
9 of notes for you, the \$933,000 figure, it's 39
10 percent of our annual budget for those items, and
11 if you look at a -- a purer number of months
12 average for the year, we would be at 42 percent of
13 our budget through May. Five months out of twelve
14 is 41.666.

15 So it looks like we're doing really
16 well and are coming in under budget. What distorts
17 that a bit is that we had some vacant positions
18 right at the beginning of the year, and we're not
19 using our full appropriation for salaries. And at
20 this point, that percentage makes it look as though
21 those term -- termination payouts are covered as
22 well. What we have to keep in mind is that that is
23 a result of a new position that was added in the
24 budget for this year that we have not yet filled,

