

A meeting of the Board of Elections Commissioners of St. Louis County was held at its office located at 725 Northwest Plaza Drive, St. Ann, Missouri, Tuesday, October 22, 2019.

Present at the meeting were:

Sharon Buchanan-McClure	Chair
Trudi McCollum Foushee	by telephone
Matthew Potter	Commissioner
Peggy Barnhart	Commissioner
Steve Garrett	Attorney
Rick Stream	Director
Eric Fey	Director
Christian Tolbert	Deputy Director
Julie Leicht	Deputy Director

Chair Buchanan-McClure called the meeting to order and a roll call was taken. A quorum was present.

No one signed up to speak at the Public Forum. Chair Buchanan-McClure then asked if everyone had read the minutes from the September 17 meeting. Commissioner Barnhart made a motion that the minutes be approved as amended and Commissioner Potter seconded the motion. A vote was taken and the minutes were approved. Chair Buchanan-McClure then asked if everyone had read the closed minutes from the September 17 meeting. Commissioner Potter made a motion that the closed minutes be approved and Commissioner Barnhart seconded the motion. A vote was taken and the closed minutes were approved. Finally, Chair Buchanan-McClure then asked if everyone had read the closed minutes from the Special October 9 meeting. Commissioner Barnhart made a motion that the minutes be approved and Commissioner Potter seconded the motion. A vote was taken and the minutes were approved.

Chair Buchanan-McClure called for the directors' reports. Director Stream announced that we are two weeks out from the November 5 election, which includes two State Representative districts and two cities with propositions. On October 28<sup>th</sup>, the directors will present their budget to the County Council's Budget subcommittee, and on November 12<sup>th</sup> will go back for the budget hearing. Director Stream then explained that while training for new equipment is going well, the fact that it is new and processes are different poses challenges for us to execute flawlessly on Election Day. We are working hard to train our staff and poll workers. We have learned a lot since we received the new equipment.

Director Fey mentioned that he was surprised by all of the positive feedback we have received from the poll workers regarding the new voting equipment. While we are focused on the upcoming November election, we are already looking forward to 2020. Candidate filing for the April General Municipal election begins in December. Our office holds an annual election certification seminar for all of the city clerks and other election officials in the County to refresh them on election law and important deadlines. This year the seminar will take place on November 19<sup>th</sup> and 20<sup>th</sup>. We are still inviting municipalities and other districts to enter into a cooperative candidate filing agreement for our office to conduct their candidate filing. Director

Fey then announced that we are in the middle of the RFP process for printing services. Our contract with Mulligan Printing expires at the end of the year and the RFP committee is evaluating the few responses we've received. The directors expect to have a recommendation for the Board at the November meeting. A couple of weeks ago, arguments in the State Supreme Court regarding the Voter Identification law were heard. Last year, the Cole County Circuit Court threw out a portion of a Cole County case which invalidated the statement for those who had no proper photo identification. This decision was quickly appealed and could be changed again before the 2020 elections.

Deputy Director Tolbert gave an update of registered voter statistics. As of today, there are a total of 729,344 total registered voters in St. Louis County; 636,263 voters are active and 93,108 are inactive. This is about 2,000 fewer active voters from the August meeting. Acceptance testing of the voting equipment received is complete. We are getting ready for the November election as the Warehouse is packing equipment for the locations. The transport cages that we ordered from Global Industrial are arriving and being assembled. Some of the cages have arrived damaged, and we will use them for spare parts and for use around the office. We are still receiving shipments of replacements. The Warehouse is training with the new equipment as they will be a part of the five technician/deputy teams being sent out on Election Day. The known test of equipment is October 23 at 10 am. The Verity team working in the tabulation room is working on their new procedures. There will be a total of 42 staff members in the field working as supervisors at the 30 locations in the November election.

Deputy Director Leicht announced that the polls are completely staffed for November. This election we chose more seasoned workers to pilot the new voting equipment. We are also fully staffed with home standbys, and all of them will go to a polling place to gain experience with the equipment. All staff members have attended an Assistant Supervisor training class to become familiar with the equipment. Those who are going out in the field for Election Day are required to attend a Supervisor class, a refresher class, and an Assistant Supervisor PMP (Practice Makes Perfect) class. Deputy Director Leicht reiterated that the reaction to the new equipment has been positive, but training has been a challenge since everything has to be updated, such as the PowerPoints, manuals, etc. The trainers have been working hard and seem to know the equipment well. They are thankful to be able to learn the system in this small special election rather than a county-wide election next year. The Mapping department has 676 hits on their "Find Your Polling Place" application, and are currently working on a "Find Your Representatives" application which will roll out in January. They are also surveying polling places regarding tables and chairs since the new equipment requires these to function, and are sending out agreements for polling places in the 2020 elections. As for the Absentee department, we have processed 671 applications and have received 342 ballots back in our office, as well as 26 voters at the counter. Wednesday, October 23 is the last day to mail ballots. They are still trying to grow the permanently disabled list, which currently includes over 12,000 voters. For the HR/Accounting department, election deposits for the November election have been received. Unfortunately, the Supervisor of the department has resigned and we are looking to fill the position soon. Finally, Deputy Director Leicht congratulated Director Stream on being inducted into the Kirkwood High School Hall of Fame for his more than 50 years of involvement in the community.

Under Old Business, Director Fey explained the Voting Equipment Replacement Fund. The directors recommended Option B to the Board, which would not be higher than what is being currently charged. The Board discussed the projections of prices to charge entities and of how long the new equipment will be used. Commissioner Barnhart made a motion, seconded by Secretary Foushee, to adopt Option B which set the equipment rental fees at \$125.00 per Touch Writer, \$150.00 per Verity Scan, \$175.00 per Verity Print, and \$650 per central scanner. A vote was taken and the motion was adopted.

Under New Business, Director Fey explained the request for destruction of records. The retention schedule for these records indicates they no longer need to be held and are ready to be destroyed. Commissioner Potter made a motion to approve the destruction of records request and Secretary Foushee seconded the motion. A vote was taken and the request was approved.

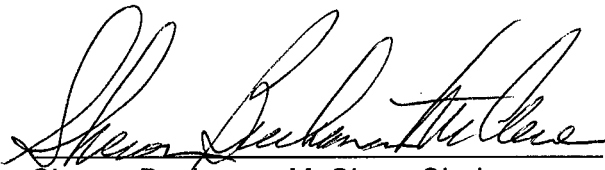
Under Financial/Budget, Director Stream explained the September reports. He then gave an update on the budget process, and announced that the County Executive has requested a cut of \$12,000 from the directors' submission. Further cuts are not anticipated at this time.

Under Personnel, Director Stream explained the September report.

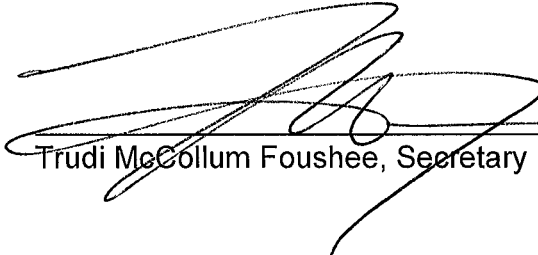
There were no legal matters to discuss in the open meeting.

Chair Buchanan-McClure announced that the Board would adjourn after the closed session.

Secretary Foushee moved that the meeting be closed session pursuant to RSMo 610.021(1),(2) and (3) to discuss litigation, real estate, personnel issues, and a financing contract and Commissioner Barnhart seconded the motion. A roll call vote was taken and the votes were as follows: Chair Buchanan-McClure, aye; Secretary Foushee, aye; Commissioner Potter, aye; Commissioner Barnhart, aye.



Sharon Buchanan-McClure, Chair



Trudi McCollum Foushee, Secretary