

## BOARD OF ELECTIONS

**Mrs. Charles A. Cardwell, Jr.**  
CHAIR

**J. Eric Elliott**  
SECRETARY

**Jerry D. Jordan**  
MEMBER



**Robert H. Coffman**  
Director of Elections

### FORSYTH COUNTY BOARD OF ELECTIONS BOARD MEETING- AUGUST 22, 2006

Present: Mrs. Charles A. Cardwell, Jr., Chair  
Mr. J. Eric Elliott, Secretary  
Mr. Jerry D. Jordan, Member

Staff: Mr. Rob Coffman, Director of Elections  
Mr. Terry Cox, Computer Elections Technician

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#### Call To Order

The Chair called the meeting to order at 4:00 PM.

#### Approval of Minutes- July 11, 2006

Mr. Elliott moved to approve the minutes for July 11, 2006. Mr. Jordan seconded the motion and it passed unanimously.

#### Public Comment Session

Ms. Joyce McCloy of the NC Coalition for Verified Voters commended the Board of Elections for not choosing Diebold voting equipment. She also welcomed Mr. Coffman as the new Director of Elections.

#### Other Business

Mr. Elliott asked Mr. Coffman for a report on how things are going at the Board of Elections office. Mr. Coffman stated he is currently observing the work flow of the office and learning the county system. He stated he is looking at the staffing levels of the office. Mr. Coffman stated he had not yet posted the vacancies in the office, but was discussing this with the Human Resources Director. He is reviewing job descriptions and has noticed that most of the clerical positions are titled as Processing Assistant III. He stated there is a high number of part-time positions and is looking at ways to best utilize the positions. He is also looking at ways to change the physical issues of the new voting equipment. He has been reviewing the supplies that go to each precinct and trying to find ways to pare down what is required. He wants to simplify things as much as possible.

Mr. Coffman discussed the ballot preparation for the upcoming

election. He has received the proof from the State Board of Elections, who is producing the ballot. There are corrections that need to be made. Mr. Elliott stated he is concerned about receiving the ballots in a timely manner. The Board and Staff discussed the programming and printing of the ballot. Mr. Coffman stated that after this election, the programming of the media will be done at the Forsyth County Board of Elections office.

The Board and Staff discussed the time table for approving the ballot for printing. Mr. Coffman stated the ballot should be ready for the approval in 2 weeks. The staff will do a final approval prior to the Board approval.

Mr. Coffman stated the Board of Elections will have sample ballots and M100 ballots available in a timely manner. He also stated he feels confident the iVotronics will be tested and ready in time for One-Stop to begin. He stated the absentee ballots should be ready soon as well. Mr. Coffman stated the ballot would be ready for review on September 5<sup>th</sup>, 2006.

Mr. Coffman discussed the printing of the ballot. He stated he got a quote from PrintElect, who was an ES&S recommended vendor, and the ballots would cost 28 cents each. He received a quote from another ES&S certified printer in Michigan and the ballots would be 14 cents each. He explained had talked with the State Board of Elections and they were fine with using the Michigan printer on the condition they get ballots to test and are able to confirm the quality of the ballots.

#### Discussion of Fall Training Dates

The Board decided it would be best to start the precinct training earlier than we have in the past. The Board suggested looking at starting training at the end of September. Mr. Elliott stated there are approximately 12 precincts that need extra training. Mr. Coffman stated he would like to have smaller training groups. He stated this would allow for more question and more hands on training. Mr. Coffman also stated he would like to do most of the training in September since October will be very busy. Mr. Elliott suggested posting a training video on our website.

Mr. Elliott recommended the Board of Elections change the door lock codes after each election since we have so many temporary employees working during that time.

Mr. Elliott stated the Voter Registration position should be filled as soon as possible. He stated he would like to see it posted by September 5<sup>th</sup>.

The Board and Staff discussed One-Stop voting. Mr. Elliott stated the County Commissioners did not approve additional satellite sites for the General Election. Mr. Elliott would like there to be a minimum of 3 sites for future elections. He stated that since we will only have 1 site for early voting he would like to have extended hours. He would like the One-Stop location to be open on Saturdays and Sundays as well. Mr. Elliott moved to have the One-Stop location open every Saturday from 9:00 AM to 1:00 PM, Sundays from 1:00 PM to 5:00 PM and Mondays from 8:00 AM to 8:00 PM. Mr. Jordan seconded the motion and it passed unanimously.

#### Adjournment

Mr. Jordan moved to adjourn the meeting. Mr. Elliott seconded the motion and the meeting was adjourned at 5:05 PM.

s:/ Mrs. Charles A. Cardwell, Jr., Chair

s:/ Mr. J. Eric Elliott, Secretary

s:/ Mr. Jerry D. Jordan, Member