

CRAVEN COUNTY BOARD OF ELECTIONS
Regular Meeting
April 5, 2006

Mr. M. Ray Wood was sworn into office in the Craven County Board of Election's office on April 5, 2006 at 10:00 a.m. by Clerk of Superior Court Mrs. Jan Cahoon. Following the swearing in the Board moved to the 1st Floor Conference room.

Chairman Bill Miner called the meeting to order at 10:20 a.m. with Members Esther Hardin, M. Ray Wood and Director Tiffiney Miller present. Everyone welcomed Mr. Wood to the Board.

The Board held the Election of the Secretary to the Board. Mrs. Esther Hardin was nominated and elected to file this position. The Board organization is as follows:

Mr. William (Bill) Miner, Chairman
Mrs. Esther Hardin, Secretary
Mr. M. Ray Wood, Member

The approval of the March 1st Minutes was post posted until the next Regular Meeting.

The Office received a Challenge on the voter registration of Adel Muhsen Hageb. The Challenge made by Ms. Rosemary Hageb indicated that Adel was not a citizen of the United States. After discussion the Board decided that the Director should contact Mr. Hageb by registered mail informing him of the Challenge and requesting a reply to the Challenge.

Report of Director:

The Director reported that the budget was submitted on March 17th. The Administration had several questions about the submitted budget. The questions concerned one stop workers, location of one stop sites, staff training, increase from 20 to \$25 for precinct officials school of instruction, consumable supplies required for voting equipment, type of supplies are required for polling places election day and one stop sites and the 14,100 software maintenance. The Director sent a reply to the Finance Director to all these questions. The next step will be to see what the County Manager recommends to the Commissioners.

The Director said that the absentee ballots for the May primary were received and the office started mailing them out on March 27th.

One Stop voting will begin on April 13th (by Law). The office received information from the State Board of Elections concerning office closings on Good Friday, April 14th. If this day is observed by the County as a holiday then the office is to be closed. This is an observed holiday for Craven County.

The Director said that a one stop implementation plan would need to be submitted before the November Election. This plan will outline the procedures as well as the security of all one stop sites, especially the ones that are not located in the Board of Elections office. This was not required for the Primary because the only site we operated was located in the Board of Elections office.

Discussion was held on the additional one stop sites for the November Election. Mr. Miner said that he thought we should place these sites in the heavily populated voting areas. The Director requested four sites in the budget for the November 2006 General Election. Discussion was held on placement of sites but no decision was made.

The Board was given the schedule for Absentee Meetings for the upcoming Primary. The Board meets once a week closer to the Election (by law) to approve or deny submitted absentee ballots.

The Director reported that the required legal ads had been submitted to the Sun Journal. These ads must run twice before each election.

Sample Ballots are available in the Board of Elections Office. Samples are also available on our web site. Directions have been posted to help voters find the correct ballot style for this Election.

The Director reported that Mr. Carr Ipock, candidate for County Commissioner requested to withdraw from the race. This request could not be honored because the deadline for filing had ended prior to this request. Mr. Ipock can let the local media know he does not wish to be a candidate but (by law) his name will remain on the ballot.

The Director said that she was reviewing the office standards for ballot security. We will be using more paper ballots than ever before and the security will need addressed.

The State Board has handed down a decision on handling of optical scan ballots for the M100. The rules are: Only write-in ballots will go to the write-in bin. Over voted ballots will query the voter to accept or reject the ballot. Over voted ballots will go directly to the main bin without querying the voter. Blank ballots will go directly to the main bin without querying the voter. The Elections Service Bureau has been instructed to program the Model 100's with these rules.

The Director reported that the office received the stand alone computer for election programming and returns. It has been set up in the storage room so that it can be secured.

The Director and Don Wainwright from the IT department attended training in Duplin County on April 3rd. The training dealt with Election Night returns and the UNITY system.

It was reported that most of the equipment purchased from ES&S has been received. We are still waiting for the communication packs and the voting booths but expect them anytime.

Discussion was held on equipment delivery for the upcoming Primary. This will be coordinated with the Maintenance Department. All equipment will be delivered on the Thursday and Friday before the Election.

Equipment is set up in the office with a demo ballot, including things like ice cream, so voters can actually try out the machines before voting begins.

The Board was given a copy of the School of Instruction and Voting Equipment training schedule. Three classes have been set up for Equipment training which will be in addition to the Regular School of Instruction conducted by law before each election. Three classes have also been set up for the School of Instruction.

The Director said that the workers have been notified of the training classes as well as reminded to mark their calendars for May 2nd. The office is working with both political parties on vacancies.

A new Election Day position called Election Day Coordinators has been designed. There will be four coordinators and they will be assigned to certain precincts on Election Day. They will assist the Chief Judges with any machine problems, check to make sure all materials are posted and will survey the polling places they have been assigned to. Special training will be held for the coordinators and Board Members before the Primary.

Discussion was held on unaffiliated voters participating in the May Primary. Voters registered as Unaffiliated may vote in the Democrat Primary or the Republican Primary but may only choose one. If a voter does not wish to participate in a partisan primary they can vote the non-partisan judicial ballot.

The office is in the process of updating Election Day instructions. Many things have changed because of the new equipment and precinct uniformity. This should be a good time to introduce new procedures because voter turnout is not usually heavy during the Primary.

Authorization to vote forms will be used for the Primary and this will eliminate the need for poll books in future elections. This will be done state wide in future elections. This should also help speed the process and eliminate mistakes in poll book numbering.

The Director said that a new SEIMS (State Election Information Management System) release is scheduled. One of the items in this new release is the assignment of a State voter identification number for all voters. If a voter moves from one county to another in the State of North Carolina the same voter identification number will be used. This should help find voters that are registered in more than one county.

The office mailed out a notice to the active candidates committees reminding them that the first quarter report is due towards the end of April. Only local active committees report to our office, Legislative Committees file with the State.

The Director gave Board Members a copy of a complaint that was filed with the Sheriffs' Department by Art Manning regarding Ernest Thomas. The complaint was sent to Campaign finance at the State Board because it mentions campaign contributions. The Director was instructed by the State to forward any other information received.

The office received a call from Gary Conley regarding a felony notification letter from our office. Mr. Conley told us that his citizenship has been restored and gave us the name of his probation officer. The probation office was contacted and Mr. Conley's officer has been out but another employee in the office looked up the information and said Mr. Conley has not satisfied the courts and is still on probation. Mr. Miner said he would speak to the probation officer the next time he was in the building.

New Business:

The Board approved 343 new voter registrations for the month of March. The Board was given a copy of a new statistical report and the removed voter report. The office removed 159 voters during the month of March. We received 161 changes in voter information, 546 verification mailings were sent and 19 confirmation mailings were sent.

The Board was given a copy of the monthly budget report. The majority of the funds has not been used but will be for the May Primary.

Old Business:

The Board discussed the training session in Chapel Hill that was conducted by the State Board of Elections. There are usually two training sessions held during the even number election years for Directors, Board Members and Staff.

The equipment training for the staff is complete. ES&S held several training classes in Duplin County on the M-100 and the IVotronic. Leone attended the training for the M-100 and Lisa attended the training for the IVotronic. The Director received training on all equipment.

Announcements:

One Stop Absentee voting begins on April 13th

An Absentee meeting is scheduled for April 11th, if absentees have been returned by this date, Director will notify Board Members.

The next Regular Meeting is scheduled for May 3rd but needs to be rescheduled because of the Primary on May 2nd. The meeting was rescheduled until May 9th.

There being no further business the meeting adjourned at 11:40 a.m.

Members present:

William Miner, Chairman
Esther Hardin, Secretary
M. Ray Wood, Member
Tiffiney Miller, Director

Esther Hardin, Secretary
Approved: May 9, 2006