

**Minutes of the  
Richland County  
Board of Elections and Voter Registration  
2020 Hampton Street  
Thursday, March 28, 2013  
4:00pm**

**Board Members in Attendance**

Mr. Allen Dowdy, Acting Chair  
Ms. Adell Adams  
Ms. Elaine DuBose  
Mr. Herbert W. Sims

**Staff in Attendance**

Dr. Jasper Salmond, Acting Executive Director  
Mr. Garry Baum, Deputy Director of Elections  
Ms. Lillian McBride, Deputy Director of Voter Registration & Absentee Services  
Ms. Chelle Epps, Manager of Voter Registration  
Ms. Amie Brunson, Administrative Assistant

**Call to Order**

- The meeting was called to order at 4:05 p.m. It was noted that a quorum was present to allow the meeting to proceed and that the meeting had been properly posted in accordance with the Freedom of Information Act requirements.

**Approval of Board Meeting Minutes**

- The Board Members reviewed the minutes from February 28, 2013. A motion was made to approve the meeting minutes. Seconded. Approved 4-0.

**Executive Session**

- A motion was made to proceed into Executive Session to discuss personnel issues.
- Dr. Salmond recommended that the Board make an amendment to the agenda and also discuss contractual issues regarding Richland School District One's Special Election during the Executive Session.
- A motion was made to proceed into Executive Session to discuss personnel issues and contractual issues regarding Richland School District One's Special Election. Seconded. Approved 4-0. The Board entered into Executive Session at 4:09 pm.
- A motion was made to come out of Executive Session at 4:52 pm. The Board indicated that no action and no votes were taken during Executive Session.

## **Old Business**

### **Search Committee Update**

- Mr. Hebert Sims, Committee Chair, provided the Board Members with an update regarding the Director of Elections Search Committee.
- Mr. Sims stated that as of March 28, 2013, 15 applications have been received for the Director of Elections job vacancy.
- Mr. Sims informed the Board Members that the job will be posted for 30 days. After the end of the 30 day period, the committee members will receive and screen all the applications submitted. Once the committee screens the applicants, the Board Members will be provided with the top three candidates.

### **Richland County Voting Precincts Update – Legislative Law Proposals**

#### **S.353 – Discussion of Precinct Sizes**

- Mr. Garry Baum, Deputy Director of Elections, informed the Board Members that the Elections & Voter Registration office is working with the SC Budget & Control Board Division of Research & Statistics regarding Richland County Voting Precincts.
- Mr. Dowdy suggested that the Board write a letter supporting Bill S.353 and urging the passage of the bill.
- A motion was made in support of the approval of Senate Bill S.353 to increase precinct size to 2500 registered voters per precincts. Additionally, the Board strongly urges the passage of this bill. Seconded. Approved 4-0.

#### **H.3724 – Re-Designation of Precincts**

- Mr. Garry Baum discussed Bill H.3724 with the Board Members and stated that the passage of the bill will assist with consistency in record keeping and less confusion for voters.
- Mr. Baum also informed the Board that precinct changes can be made only through the Richland County Delegation.
- A motion was made to adopt the suggested precinct changes and that the Board draft a letter to the Richland County Delegation indicating that the Board approves the suggested precinct changes. Seconded. Approved 4-0.

### **2013 Upcoming Elections Status Reports**

- The Board Members were informed that there are four elections that will be held in 2013.
- Check offs are in place to ensure efficiency and effectiveness in preparation for the upcoming elections.

## **New Business**

### **Board Approval to Conduct School District One Special Election**

- It was mentioned contractual issues regarding Richland School District One's Special Election were discussed during Executive Session.
- The Elections & Voter Registration office is requesting the Board's approval to conduct the June 4<sup>th</sup> Special Election.
- Dr. Jasper Salmond informed the Board Members that filing began on March 22, 2013 and will end on April 1, 2013. The office is moving ahead and has prepared a calendar that includes dates of actions needed. Through the authorization that the Board provides, the office will continue to meet with Richland School District One staff in preparation for the June 4<sup>th</sup> Election.
- Dr. Salmond also informed the Board Members that the Elections & Voter Registration staff has been meeting with Richland School District One Staff and discussions will continue regarding options to reduce costs associated with the election.
- A motion was made that the Richland County Board of Elections & Voter Registration Office conduct the Richland School District One Special Election, pending action by the School Board to provide funding for the election and that the Acting Executive Director be authorized to begin discussions with the School Board and Administration. Seconded. Approved 4-0.
- Mr. Baum informed the Board that to assist with making the upcoming election efficient and effective as possible, the office is requesting to combine seven precincts and to temporarily move two polling precincts for this election only.
- Mr. Herbert Sims posed the question of timeframe and how this information will be relayed to the voters.
- Mr. Garry Baum responded that by law, the office will post signage at the old polling locations on Election Day. The office will also utilize the media in order to provide this information to the public as far in advance as is possible.
- Mr. Baum also informed the Board Members that information regarding pooling the polling locations will first have to be submitted and approved by the US Department of Justice.
- A motion was made to approve the proposed polling locations for the Richland School District One Special Election. Seconded. Approved 4-0.

### **Notification of the Board of Upcoming ES&S Contract for 2013-2014**

- Information regarding the ES&S Contract for the upcoming 2013-2014 year will be presented to the Board Members at a later time.

### **Acting Executive Director's Report**

- Dr. Salmond informed the Board Members that nine voting machines have been sent to North Carolina for repair. Nine of the machines were not operable and had to be sent to the manufacturer for repair. The other machines need various parts in order to be restored to working condition. Once those repairs are made, it will enable all the voting machines that are currently in inventory to be operable.
- Dr. Salmond also informed the Board Members that he is very impressed with the Elections & Voter Registration staff and their efforts to restore confidence and trust in the overall election operations.

### **Adjournment**

- Mr. Dowdy informed the Board Members that Attorney Steve Hamm will be presenting his final report of the November 6, 2012 General Election to the Board in an upcoming Board Meeting.
- The Board tentatively scheduled the next Board meeting for Tuesday, April 23, 2013 at 4:00pm.
- There being no further business, the meeting adjourned at 5:48 pm.

Recorded by:

Amie Brunson, Administrative Assistant