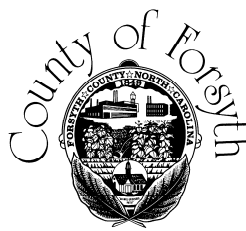


BOARD OF ELECTIONS

Linda J. Sutton
CHAIR

Frank M. Dickerson
SECRETARY

Jerry D. Jordan
MEMBER



Robert H. Coffman
Director of Elections

FORSYTH COUNTY BOARD OF ELECTIONS BOARD MEETING – February 2, 2010

Present: Linda J. Sutton, Chair
Frank M. Dickerson, Secretary
Jerry D. Jordan, Member

Staff: Rob Coffman, Director of Elections
Lamar Joyner, Deputy Director of Elections
Judy Speas, Office Assistant

Call to Order

The Chair called the meeting to order at 1:09 PM in the Cooper Cardwell Elections Room.

Approval of Minutes

The Board reviewed the minutes for January 5, 2010. Ms. Sutton entertained a motion for approval of the minutes. Mr. Dickerson moved to approve the minutes. The motion passed unanimously.

Recommendation for Vacant Position

The Board received and approved the hiring recommendation of the Senior Office Assistant position from Mr. Coffman.

2010-2011 Budget

The Board reviewed the Department Expenditures by Object Level document which details the budget items for the 2011 Fiscal Year. Mr. Coffman explained that the necessary budget requests have an annual cycle which depends on the number of elections present in the budget year. The 2011 Fiscal Year from 07/01/2010 – 06/30/2011 will contain one election in November 2010 while the current fiscal year contains three municipal elections and the 2010 Primary.

Mr. Coffman stated that the budget proposes an increase in poll worker salary. The chief judge proposed pay increase would be from \$180 to \$198; the judge proposed pay increase would be from \$130 to \$165; the assistant poll worker proposed pay increase would be from \$100 to \$132. The increased amounts would place Forsyth County on the high end in comparison with other North Carolina county poll worker pay. Mr. Coffman also explained that a stipend of \$10

per election would be available to the poll workers that complete the Precinct Election Official Certification Program. Mr. Coffman stated that recruitment and retention of poll workers has been challenging in the past elections, especially as the use of advanced technology expands. The proposed poll worker pay increase would demonstrate the Board's appreciation for their valuable service.

Mr. Coffman explained the Temporary help-outside agency line item in the budget request. This line item would fund the employment of approximately 45 temporary staff members to work as One Stop employees in the November 2010 election. This would staff ten one-stop locations. Mr. Dickerson questioned whether funds would be available if the Board prefers additional locations. Mr. Coffman explained that a Help America Vote Act (HAVA) federal grant fund would normally be available through the NC State Board for general election one stop locations.

Mr. Coffman explained the Telephone line item which involves the office and election day cell phone use. He stated that election day telephone expense had noticeably decreased after the NC State Board contracted a pay-as-you-go contract for 16 cents per minute with Verizon Wireless.

The Board discussed the Board members' reimbursement line item. The 2006 Fiscal Year was the last year that had an increase for Board members' salary. Mr. Coffman and the Board reviewed an Institute of Government document that compared Board members' salaries in all North Carolina counties. After discussion, the Board members decided to delay a pay increase request until a more favorable budget year.

The Board discussed several other object levels in the proposed fiscal year budget. Topics included employee salaries and benefits; equipment rental; other professional fees; advertising; mileage reimbursement; grounds maintenance labor for delivery and pick up of voting equipment. Ms. Sutton entertained a motion for approval of the 2011 Fiscal Year budget request. Mr. Dickerson moved to accept the budget plan. The motion passed unanimously.

E-Poll Books

The State Board of Elections and voter advocacy groups have recommended the use of Election Day electronic poll books in the precincts. The e-poll books were used in three different North Carolina counties in the 2009 General Election with favorable results. Mr. Coffman explained that the implementation of this equipment would help eliminate election day data entry errors and automate voter history. The e-poll book would be a solitary lap top unit with all Forsyth County voter registration data. The poll worker would use the unit to process voters in their precinct and to transfer other Forsyth County voters to correct precinct locations. The State Board of Elections has developed the On-Site Voter Registration Database (OVRD) software which will be of no cost to the county board of elections. For this reason, Mr. Coffman explained that the budget would only need to include the necessary hardware purchases. The approximate cost would be \$1000 for each of the 101 precincts. This would include probably two lap top units at \$380 each and two laser printers at \$100 each. Mr. Coffman stated that he would like to implement the e-poll books during the 2010 Primary. Poll worker training, as well as the customary poll books for this initial election, would be available to ease the transition for employees.

Budget Transfer Request

Mr. Coffman explained that the current fiscal year budget allows for a transfer of funds between line item amounts. Mr. Coffman proposed that \$68,250 be transferred to the Small Equipment line item. This would enable the office to use \$83,000 to purchase approximately 80% of the e-poll books from the current year budget. The remaining number of e-poll books for the precincts would be purchased from the 2011 Fiscal Year budget. All precincts would be equipped with e-poll books by the 2010 General Election. Ms. Sutton entertained a motion for approval of the budget transfer request of \$68,250. Mr. Jordan moved to accept the budget transfer request. The motion passed unanimously.

Other Business

Ms. Sutton questioned whether there was a future plan to split the larger precincts in the county. Mr. Coffman explained that this would probably occur with the 2010 Census results after the new population data is collected. Possible district boundary lines must be redrawn before possible precinct splits are drawn. The State Board of Elections must approve new precinct lines after the county board makes the recommended changes.

Adjournment

Ms. Sutton asked whether there were any other discussion topics. The next Board of Elections meeting will be March 2, 2010 at 1:00 PM in the Cooper Cardwell Elections Room. Ms. Sutton requested a motion to adjourn the meeting. Mr. Dickerson moved to adjourn. The motion passed unanimously and the meeting was adjourned at 2:19 PM.

Linda J. Sutton, Chair

Frank M. Dickerson, Secretary

Jerry D. Jordan, Member