



## BOARD OF ELECTIONS MINUTES

Thursday, February 17, 2022, 1:00 P.M.

Willowbank Office Building  
420 Holmes Street, Room 116  
Bellefonte, PA 16823

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### I. CALL TO ORDER

The public meeting of the Centre County Board of Elections was convened at 1:03 PM by Chair of the Board Commissioner Steven Dershem.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Director of Elections Beth Lechman, Deputy Administrator John Franek Jr. and Executive Office Supervisor Natalie Smith.

Guests present include Jen De.

### II. PUBLIC COMMENT

Jen asked about the upcoming Board meeting schedule.

### III. ADDITIONS TO THE AGENDA

### IV. MINUTES

The Board will consider approving the minutes from the February 10, 2022 Board of Elections meeting.

**Action:** *On a motion by Commissioner Pipe, seconded by Commissioner Higgins, the Board voted unanimously to approve the minutes from the Board of Elections meeting.*

### V. PRIMARY ELECTION

#### A. Poll Workers

Director Beth Lechman reported that they are on track with poll workers this year. They are working on a new manual and she shared materials that will be implemented in the Primary.

#### B. Campaign Finance Reports

The Election office is waiting for three annual reports. The individuals have been contacted and are aware.

#### C. Election Equipment Software

Beth introduced an election management platform that provides:

- i. Easy Campaign Finance a cloud based electronic filing solution.

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- ii. Easy Inventory a cloud-based asset management, preventative maintenance testing, equipment packaging and deployment.
- iii. Easy Poll Worker a cloud based early voting worker and election day worker management system. Includes interfaces for easy communication, access to training tools, and reporting. Also offers mobile capabilities.

The estimate from EasyVote Solutions is \$19,275 for the first year.

Allegheny County is implementing this now and there are others in the East that are using it as well. Beth will reach out to them in regard to their experience.

**VI. OLD BUSINESS**

**A. Request for Proposals – Election Printing and Mail Services**

Beth has identified a COSTARS vendor to provide this service. A draft contract was submitted to the Commissioners' Office and sent to the County Solicitor for review.

**B. Penn Stater Update for the Vote by Mail Center**

Margaret has received the signed contracts from the Penn Stater. Poll Worker training will be held on May 3, 4, and 5. The facility is also reserved for May 12-19, 2022 for the Vote by Mail Center.

**VII. ELECTION ANNOUNCEMENTS**

Dates are subject to change pending the ruling from the Supreme Court.

**Tuesday, March 8, 2022**

Last day to circulate and file nomination petitions

**Wednesday, March 9, 2022**

First day to circulate and file nomination papers

**Wednesday, March 23, 2022**

Last day for withdrawal by candidates who filed nomination petitions

**VIII. EXECUTIVE SESSION REPORT**

There were no executive sessions to report.

**IX. QUESTIONS FROM THE PRESS**

**X. ADJOURNMENT**

On a motion by Commissioner Pipe, seconded by Commissioner Higgins, the Board voted unanimously to adjourn the meeting at 1:24 PM.

Respectfully submitted,  
Natalie Smith  
Executive Office Supervisor