



## BOARD OF ELECTIONS MINUTES

Tuesday, May 5, 2020, 11:00 A.M.

Willowbank Office Building  
420 Holmes Street, Room 146  
Bellefonte, PA 16823

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### I. CALL TO ORDER

The public meeting of the Centre County Board of Elections was convened at 11:23 AM by Chair of the Board of Elections, Commissioner Steven Dershem.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Director of Elections Joyce McKinley, Elections Coordinator Jodi Nedd and Executive Office Supervisor Natalie Smith.

### II. PUBLIC COMMENT

There were no comments received from the public.

### III. MINUTES

On a motion by Commissioner Pipe, seconded by Commissioner Higgins, the Board voted unanimously to approve the minutes of the Board of Elections meetings held on April 28 and April 30.

### IV. NEW BUSINESS

#### A. Grant Funding

Correspondence was received from the Pennsylvania Department of State dated April 28, 2020.

##### i. Notice of Intent - Requesting Election Security Grant Funds

Funds must be used for measures such as: increased personnel, equipment, and/or other approved expenditures related to Act 77 and expansion of the provision and administration of election services. Ransomware, DDOS protections and other cyber security measures; increased security of voting systems and ballots; and/or increased expenditures to expand vote by mail and other voter services. Centre County is entitled to \$89,411.77 for expenditures occurring between December 21, 2019 and December 31, 2022.

##### ii. Notice of Intent - Requesting CARES Act Grant Funds

Funding to be used for the prevention of, preparation for, and response to COVID-19, for matters relating to the 2020 Federal election cycle. Centre County is entitled to \$76,618.10 for expenses incurred between January 20,

2020 and December 31, 2020. Expenditures include, but are not limited to voter notifications and education, increased costs related to mail-in and absentee voting, supplies to mitigate the spread of COVID-19, and increased equipment, staffing, training, or other needs permissible under the CARES Act.

On a motion by Commissioner Pipe, seconded by Commissioner Higgins, to move the notice of intent for Election Security Grant Funds and CARES Act Grant Funds to the Board of Commissioner's Agenda on Thursday, May 7.

Commissioner Pipe amended the motion, seconded by Commissioner Higgins, the Board voted unanimously to name Tom Martin as the authority to submit.

B. Absentee Ballot Drop Box

The Board discussed potential locations for the drop box. It was the consensus of the Board to recess at the end of the meeting to view the drop box and tour the front of the Willowbank to decide on a location.

C. Polling Places & Poll Workers

Jodi has received confirmation from 63 polling places that they are available for the primary. Eleven have said no until the Governor has lifted his orders allowing more than 25 people to gather.

There has been a good response from poll workers, she reported that 54 boards are completely full, with 16 boards partially filled and 10 which are completely empty. She is still waiting for responses from six judges of election.

Commissioner Dershem stated that from Governor Wolf's press conference yesterday, schools are available for election use. He directed Jodi to ask the Bellefonte Area School District for permission to use the lobby of the middle school, noting that it was previously used as a precinct. Commissioner Pipe requested a final list of precincts to be presented on Thursday, May 7, the Board will need decide which are to be consolidated no later than Friday, May 15. He expressed concern about consolidating precincts as this is the worst time to bring people together.

Commissioner Dershem opened discussion about a bonus payment for poll workers during the Coronavirus pandemic. He agreed that judges should be awarded differently than clerks. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to provide an \$80 increase for the primary. This will be a separate line on their pay check specific to Coronavirus.

D. Training

Commissioner Pipe will meet and discuss with Jodi to record trainings for poll workers. Ideally, Jodi would like to distribute the videos at least two weeks prior to the election.

V. ELECTION ANNOUNCEMENTS

Monday, May 18, 2020

Last day to REGISTER before the primary.

Tuesday, May 26, 2020

Last day to apply for a mail-in or civilian absentee ballot.

Tuesday, June 2, 2020

GENERAL PRIMARY

Last day for County Board of Elections to receive voted mail-in and civilian absentee ballots.  
Must be received by 8PM.

VI. RECESS

On a motion by Commissioner Pipe, seconded by Commissioner Higgins, the Board voted unanimously to recess the meeting at 11:49 PM.

Commissioner Dershem reconvened the meeting at 12:02 PM.

VII. NEW BUSINESS

Absentee Ballot Drop Box

During their recess, the Board was joined by Director of Facilities Management Lee Sheaffer to tour the front of the Willowbank Building. It was decided that a concrete slab would be poured under the roof to the left of the main entrance of the building. The absentee ballot box will be installed on the slab. The Board confirmed with the Deputy on duty that the area can be covered by a security camera. Facilities Management will install the drop box.

VIII. ADJOURNMENT

On a motion by Commissioner Pipe, seconded by Commissioner Higgins, the Board voted unanimously to adjourn the meeting at 11:04 PM.

Respectfully submitted:

Natalie Smith  
Executive Office Supervisor