



BOARD OF ELECTIONS MINUTES

Tuesday, September 8, 2020, 11:00 A.M.

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

I. CALL TO ORDER

The public meeting of the Centre County Board of Elections was convened at 11:07 AM by Chair of the Board of Elections, Commissioner Steven Dershem.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Elections Coordinator Jodi Nedd, Voter Registration Latisha Stefanko 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 Meeting held on Tuesday, September 1.

IV. NEW BUSINESS

- A. On a motion by Commissioner Pipe, seconded by Commissioner Higgins, the Board voted unanimously to approve counts for ballot order: with suggested change to increase the number of regular ballots to what the Election Code mandates and the from 600 to HUB 2,000 ballots.

There is currently one challenge, that is expected to be resolved today and then Jodi can begin testing. Once testing is completed, the ballots can be sent for printing.

- i. Regular ballots for polling locations
- ii. Provisional ballots for polling locations
- iii. Absentee ballot and mail-in ballots for Election Office "over-the-counter" requests

- B. Absentee Ballot and Mail-In Ballot Envelope Order

Latisha explained that MidWest has expressed a need for an initial envelope order to have in stock for printing. This would prevent the need to order while processing. Commissioner Higgins asked that Latisha confirm the envelopes will remain blank until printing, allowing repurposing of envelopes if there is an overstock. She provided the following breakdown of envelopes to be ordered, a total of 181,000 envelopes.

BOARD OF ELECTIONS
TUESDAY, SEPTEMBER 8, 2020
PAGE 2

For stock at MidWest: 50,000 outgoing, 50,000 return and 50,000 secrecy envelopes.

For stock at the County: 9,000 outgoing, 9,000 return and 9,000 secrecy envelopes.

For sample testing: 1,000 outgoing, 1,000 return and 1,000 secrecy envelopes.

For Military/Overseas ABE2: 500 envelopes.

For Military/Overseas ABE4: 500 envelopes.

On a motion by Commissioner Pipe, seconded by Commissioner Higgins, the Board voted unanimously to approve absentee ballot and mail-in ballot envelope order.

- C. On a motion by Commissioner Pipe, seconded by Commissioner Higgins, the Board voted unanimously to provide a recommendation to the Board of Commissioners for approval of \$20,000 advanced payment for postage for absentee ballots and mail-in ballots.

- D. Center for Tech and Civic Life – COVID 19 Response Grant Opportunity

Jodi Nedd provided to the Board information regarding a grant opportunity from the Center for Tech and Civic Life. This grant is made possible by funding donated by Mark Zuckerberg and his wife. Details can be found at <https://www.techandciviclelife.org/our-work/election-officials/grants/>.

Commissioner Pipe explained that the grant application will require a copy of the 2020 County Budget, the County's number of registered voters, and information regarding the County's approval process. Philadelphia County has received \$10 million from the grant. They used some of this funding to order additional equipment from Election Systems and Software. Jodi has contacted ES&S regarding availability incase Centre County were interested in pursuing the purchase of additional equipment. Commissioner Dershem asked that Solicitor Betsy Dupuis review the grant application and agreement.

On a motion by Commissioner Pipe, seconded by Commissioner Higgins, the Board voted unanimously to approve the application to Center for Tech and Civic Life COVID 19 Response Grant.

V. OLD BUSINESS

- A. On-Campus Polling Location

Commissioner Pipe reported that Penn State University has approved use of the Bryce Jordan Center. Precinct 18 is expected to move from the Weston Center to the HUB.

- B. Secure Ballot Drop Box Draft Policy

The Policy is due to be submitted to the Department of State (DOS) next Friday, September 18. Guidance from the DOS states that Act 77 of 2017 permits the use of the drop boxes. The policy was distributed to the Board at the Board of Election Meeting on Tuesday, September 1, 2020. It will be considered for approval and submission to the DOS next week.

C. Approve order of Secure Ballot Drop Boxes

i. Permanent Drop Boxes and Mobile Drop Box

Commissioner Pipe requested approval of seven permanent drop boxes. If this were to become a stranded cost due to pending legislation, the purchase is being made with grant funds. The drop boxes will be made by Specialty Fabricators Inc. of York, PA. On a motion by Commissioner Pipe, seconded by Commissioner Higgins, the Board voted 2-1 with Commissioner Dershem opposed to add the purchase to the Board of Commissioners' Agenda.

D. PPE update

Jodi reported that sneeze guards will arrive this week.

VI. DISCUSSION ITEMS

A. Official General Election Ballot

It was the consensus of the Board to approve the ballot without the instruction graphic in the upper left.

On a motion by Commissioner Pipe, seconded by Commissioner Higgins, the Board voted unanimously to approve the Ballot with and without the Green Party candidate as determined by the results of the challenge.

VII. ELECTION ANNOUNCEMENTS

Monday, October 19, 2020

Last day to REGISTER before the November election.

Tuesday, October 27, 2020

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

IV. ADJOURNMENT

On a motion by Commissioner Pipe, seconded by Commissioner Higgins, the Board voted unanimously to move into executive session at 11:40 AM.

Respectfully submitted:

Natalie Smith
Executive Office Supervisor