

# ST. JOSEPH COUNTY ELECTION BOARD

101 S. MAIN ST.  
SOUTH BEND, IN 46601

M. CATHERINE FANELLO, CHAIRPERSON  
MURRAY WINN, REPUBLICAN MEMBER  
RITA L. GLENN, SECRETARY

TELEPHONE 574-235-9635  
FAX 574-235-9838

August 20, 2019

St. Joseph County  
Election Board Meeting  
1:30 PM

## 1. Call to order

It being the appointed date and time, Chairman M. Catherine Fanello calls the St. Joseph County Election Board Meeting to order. Present are Murray Winn, Republican Member and Ex-Officio Clerk of the Circuit Court, Rita L. Glenn, also present are:

Dave Smith-Machine Tech  
Terri Rethlake-Chief Deputy Clerk  
Janet Buchanan-RBM  
Keith McGinnis-RBM  
Nick Abernathy-RBM  
Rick Moffett-Head Machine Tech  
Brandie Ecker-Thorne-Grodnik Legal  
Kim Riskovitch-Rep. Member Voter Reg  
Arielle Brandy-Dem. Member Voter Reg  
Joe Canarecci-St Joseph County Dem. Party Chair  
Lana Cleary-Deputy Clerk

## Old Business

2. Catherine explained the Senate Enrolled Act No. 570 and the need to have a bi-partisan team deliver the election equipment to Brandie Ecker. A discussion was held about the delivery of equipment. Catherine said the commissioners need to be informed of the requirements for delivery. Rita will bring up at the District Meeting on September 4<sup>th</sup> and 5<sup>th</sup> for clarification.
3. Keith said the last shipment of the new election equipment should be next week and they are doing the acceptance testing at that time. He suggested that Stephanie and Lana follow behind with the asset tagging. Keith will provide a checklist to the Election Board for the acceptance of the equipment. Catherine reminded Lana that the Election Board needs to approve the final payment for the election equipment.

4. Catherine asked if there were any dates set for voter outreach. Arielle said she has a called out to Charles Martin and needed dates. Debbie was checking on Mishawaka City Hall. Catherine had September 25<sup>th</sup> at 5:00 PM for Mishawaka City Hall. Keith suggested doing a video of the demonstration and providing it to the media and posting on the county website.
5. Nick asked what towns would be in this election. Kim explained that Osceola and New Carlisle were the only two towns holding elections.
6. Catherine stated that the presentation for poll worker training would be Keith presenting the Freedom Vote, Dave presenting the Epoll book, and Catherine presenting the forms and the law. Keith explained the process of opening the OVOs and the Freedom Votes. There was a discussion held on the handout material for the OVOs and the Freedom Votes. The Election Board gave their suggestions and Janet will make the changes and resubmit for the next meeting.
7. Rick informed the Election Board that the trash from the IT department is still outside the fence at the warehouse. Rita will send email to Scott and Brian about removal. He also said that the compound that Brian is using to sweep the floor is the same thing he has used in the past and won't solve the problem of dirt sticking to the floors. He explained that he wants a sealer on the floors and Brian is working with him now.

#### New Business

8. Keith explained the storage system he is suggesting. Catherine asked Lana to investigate where funding is available. Lana will talk to John and see if we can use the money that was appropriated for the election equipment. Catherine made a motion to investigate and purchase storage for the election equipment. So, moved by Murray. Seconded by Rita.

#### Public Comment

9. Rick stated he needed two more people to work with him on Election Day.
10. Dave asked how provisional ballots will be handled on Election Day. A discussion was held about procedures of provisional ballots at the polls. Catherine asked for the Election Division to be contacted to find out what is acceptable by law.
11. Arielle informed the Election Board that WSBT has contacted her about an interview for vote centers. Catherine wants to get the new election equipment in place before discussing vote centers.

Next meeting is September 6, 2019 at 1:30 PM

The Chairman makes a motion to adjourn at 2:50PM

Respectfully submitted,

A handwritten signature in cursive script that reads "Rita L. Glenn". The signature is written in black ink and is positioned above the typed name.

Rita L. Glenn, Secretary  
St. Joseph County Election Board

rlg/pds