



ST. JOSEPH COUNTY

ESTABLISHED 1830

TOM DIXON
Chairman

AMY ROLFES
Secretary

CHARLES LEONE

Member

ELECTION BOARD

October 23, 2023

11:00 AM

Minutes for 10/23/2023 Meeting

1. Call to order

Present are:

Kim Riskovitch-Election Clerk

Trisha Carrico-Chief Deputy

Diana Hess-SJC Dems

Pam Claeys- citizen

Donna Hurley-Voter's Registration

Judy Bradford- League of Women Voters SBA

Chris Lyle- Lead Voting Machine Tech

Joe Rice- County Clerk's Office

Andrew Jones- Attorney

Deb Fleming- County Commission

Bruce Mitchell- Citizen

Tyonna Baxter- WSBT

Sharyl Dawes- Citizen

Mike McManus- Citizen

Susan Baxmeyer- Citizen

Karen White- Common Council

Cheryl Knicks- Citizen

2. Pledge of Allegiance

3. 1st item- Approval of prior meeting minutes

- Tom Dixon entertained a motion to approve the minutes from the meeting held on Oct. 16th.
- A motion was made, seconded, and carried unanimously.

4. Next Item- Training update

- Amy Rolfes stated Poll worker training will begin at 6:00 P.M. on November 1st.
- The script and the slides should be done this week.

- There will be a rehearsal, to make sure the process is efficient and there is a focus on “Red Flag” issues.
 - Chuck Leone asked if the board could have a copy of the script.
 - Tom Dixon asked for clarification on “Red Flag” issues.
 - Tom Dixon stated the board has not officially passed a motion to authorize the poll worker training. He entertained a motion to do so.
 - A motion was made, seconded, and the matter carried unanimously.
5. Other business- Absentee voting update
- Amy Rolfes explained the situation regarding the ballot security and ABS7 envelopes.
 - Amy Rolfes stated one supervisor chose to go to Mishawaka and work without any supervisory responsibilities. The other supervisor resigned her position.
 - 2 new supervisors have been appointed by the party chairs.
 - Tom Dixon summarized the complex situation and explained the collaborative effort between the Board and the Party Chairs to remedy the matter.
 - Andrew Jones, the attorney for the Election Board, stated the Board needed to Formally appoint the new supervisor nominated by the Democratic Party Chair.
 - Tom Dixon entertained a motion to formally appoint Felicia Chambliss. A motion was made, seconded, and the matter carried unanimously.
 - Tom Dixon also entertained a motion to officially authorize and approve the Clerk’s office to oversee the training of the Absentee supervisors for this election. A motion was made, seconded, and the matter carried unanimously.
 - Chuck Leone asked Amy if the Absentee area is secure, and if any ballots were compromised.
 - Amy Rolfes stated the lobby is as secure as a lobby can be, and ballots have not been compromised. She also stated the issue was not with ballot signatures. The issue involved the ABS7 envelopes being signed.
 - There was a discussion explaining what the ABS7 envelope is and the process surrounding these envelopes.
 - Tom Dixon entertained a motion to prohibit the Absentee clerks and supervisors from signing the ABS7 envelopes prematurely. A motion was made, seconded, and the matter carried unanimously.
 - Chuck Leone asked how many votes have been cast as of 10/23/2023. The number was 1,066 votes.
6. Other business- League of Women Voters
- Tom Dixon invited the League of Women Voters to ask the Board questions.
 - Judy Bradford asked if the supervisors sign or initial the envelopes. Amy Rolfes answered.
 - Judy Bradford asked if State law required the envelopes to be signed individually. Amy Rolfes answered.

- Judy Bradford asked if any voters were disenfranchised. Amy Rolfes answered.
7. Other business- Update from Chris Lyle
 - The election has been downloaded on the OVO Poll Pads, and the Freedom Vote Machines.
 - Sites are being organized.
 - All sites are filled with Vote Center Techs.
 - The focus is getting equipment delivered to the sites.
 - The Vote centers are under control, but still waiting on 4 contact sheets.
 8. Public Comment
 - Bruce Mitchell commended the board and the party chairs for taking care of the matter.
 - Cheryl Knicks brought up statutes from the Indiana Code.
 - Diana Hess stated she contacted the Indiana Election Commission and told the Board their opinion on the matter.
 - Mike McManus commended Amy Rolfes for taking the envelopes in question out of circulation.
 9. Next meeting scheduled for November 1st, at 5:00 P.M.
 10. Tom Dixon entertained a motion to adjourn, it was seconded, and carried unanimously.
 11. Adjourned.