

**I. Call to Order/Pledge of Allegiance**

Chairman Ray Lembke called the meeting to order at 10:00 a.m. Mr. Conrad led the Pledge of Allegiance.

**II. Roll Call**

Ray Lembke – Chair – Yes

Rick Combs – Yes

Gregg Conrad – Yes

Richard Grant – Yes

Also present were Deputy Director Chris Dennison and Administrative Assistant Cherie Wilson.

**III. Motion to Adopt the Agenda as Presented**

**2021-70** – Mr. Combs made the motion to adopt the agenda as presented. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

**IV. Other attendees** – Brian Shrive, Assistant County Prosecutor.

**V. Public participation** – none

**VI. Approval of Minutes**

- May 20, 2021 – Certification of May 4, 2021 Special Election and Regular Monthly Meeting
- May 26, 2021 – Special Board Meeting to Review Revize Agreement

Mr. Conrad clarified whether Mr. Lembke had voted against one of the prosecutor referrals during the May 20<sup>th</sup> meeting. Mr. Lembke indicated that he had voted for the two referrals noted in these minutes, but against a referral earlier in the year; the May 20<sup>th</sup> minutes correctly record his votes.

**2021-71** – Mr. Conrad made the motion to approve the minutes of the May 20<sup>th</sup> certification meeting and the May 26<sup>th</sup> special meeting. Mr. Grant seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

**VII. Approval of Bills as of June 23, 2021**

Mr. Grant asked why Mr. Lembke's conference reimbursement was highlighted. Deputy Director Dennison reminded the board that the county limit on reimbursed gratuity is 18 percent; however, the restaurant had charged an automatic 21.5 percent gratuity. Mr. Lembke had not yet made the correction when the first version of the bills was distributed prior to the meeting.

**2021-72** – Mr. Grant made the motion to approve payment of the bills as of June 23, 2021. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes

Mr. Conrad – Yes

Mr. Grant – Yes

Mr. Lembke – Yes

**VIII. Observance of Juneteenth 2021 Holiday**

Deputy Director Dennison advised the board that the Clermont County Commissioners had created a 2021 floating holiday for the county after legislation was enacted to make Juneteenth a federal holiday. Due to the late passage of the legislation, several of the county offices, including the Auditor's and Engineer's offices, are taking the holiday on Friday, July 2<sup>nd</sup>. Other county offices left at noon on June 18<sup>th</sup>, or are taking a day during the week of June 21<sup>st</sup>. Our office personnel have requested that the board approve Friday, July 2, 2021 for a Board of Elections holiday, which would require closing the office. Mr. Conrad asked if the SOS had issued guidance on this holiday, or on the question of closing BOE offices for an extra day. Deputy Director Dennison indicated that we do not expect a formal policy from the SOS on this particular holiday, given the timing is outside of an election cycle.

2021-73 – Mr. Combs made the motion to observe the Juneteenth 2021 holiday on July 2, 2021. Mr. Conrad seconded the motion. Upon roll call:

Mr. Combs – Yes  
Mr. Conrad – Yes  
Mr. Grant – Yes  
Mr. Lembke – Yes

#### IX. Deputy Director's report

- Questions and Issues

Deputy Director Dennison distributed an election update; to date, petitions have been filed for 24 candidates, three local liquor options, and one tax levy. Several other candidates and communities have started or inquired about the petition process; the deadline is August 4<sup>th</sup> at 4:00 p.m. Milford has proposed a Charter amendment for the ballot. Mr. Shrive advised that the city must mail a copy of any proposed amendment(s) to every registered voter, or publish them weekly for two weeks in a newspaper of general circulation; he indicated that the proposed ordinance does not state how the council voted (the statute requires a two-thirds vote).

- Creation and adoption of a policy on public outreach

Deputy Director Dennison proposed creating a public outreach policy. A formal policy would provide guidance on accepting speaking invitations and would set parameters for interview and presentation topics. The SOS encourages community outreach to recruit PEOs and to increase voter awareness of the checks and balances that ensure election integrity. However, election officials must be careful to remain non-political and to avoid endorsement of any particular candidate, issue or product. Considerations include whether bipartisan representation is necessary, potential audience misinterpretation of topics such as petition filing, any costs associated with an event, etc. The board agreed to send their ideas and comments to Mr. Shrive, who will draft a proposed policy for board review. Deputy Director Dennison will also consult with the SOS office for any statewide guidance or policy templates.

- Clermont County Fair Outreach

Subsequent to the SOS Summer Conference presentation promoting community outreach, Deputy Director Dennison and the office personnel discussed the possibility of staffing a County Fair booth. The cost would be \$175; although Deputy Director Dennison inquired, the fair board cannot reduce the price for us. We would be on a waiting list at this point, since they are currently full. The Engineer's Office and the County Commissioners have interior booths; the board raised the possibility of sharing a booth with another county agency.

The board discussed potential staff scheduling and equipment security. Given the timing, the board decided not to pursue a booth for 2021, but would prefer to plan ahead for the 2022 fair; we can capitalize on the opportunity to do voter outreach for the 2022 statewide election. Mr. Grant suggested providing printed literature this year for the Commissioners' table. Mr. Lembke indicated that registration forms or absentee ballot applications would require someone to bring them back to the office daily; however, we could provide PEO sign-up cards and any other voter outreach material.

- Vacation

Deputy Director Dennison has vacation scheduled for July 12-16 (Vermont) and July 26-31 (fair week). Both weeks were scheduled prior to Director Carney's resignation. He asked the board if they had any concerns about his existing vacation plans. The board indicated that he will be close enough to be available during the week of the fair, and that the staff could contact the board if an emergency arises during his Vermont vacation. The board does not have an issue with his vacation plans.

Mr. Combs inquired about progress with the new website vendor Revize. Deputy Director Dennison has completed their requirements form, and they are in the process of transferring information from our current website and developing new functionality.

Mr. Combs asked if there were any updates on employee issues. Mr. Shrive indicated that he will provide an update at the next monthly meeting.

Mr. Combs advised the remainder of the board that we have received several resumes for the director position. He and Mr. Grant will review and narrow down the list of candidates to be interviewed; they desire to fill the position by the end of July if possible. We may need a special meeting for the remainder of the board to approve the proposed director candidate.

Chairman Lembke presented Mr. Combs with a commendation signed by Frank LaRose for his years of service on the front lines of democracy. He also has a similar certificate of commendation for Ms. Carney.

**X. Upcoming Events and Meeting Dates**

- Wednesday, July 21 (10:00 a.m.) – Rescheduled Monthly Board Meeting

Mr. Shrive reminded the board that the pandemic provision for remote meetings terminates on July 1<sup>st</sup>. Board members will need to meet in person unless the Ohio legislature extends the provision.

The OAEO Regional meeting is July 16<sup>th</sup> in Troy, Ohio. Mr. Combs and Mr. Grant plan to attend, as well as possibly other members of the board and/or staff.

**XI. Motion to Adjourn**

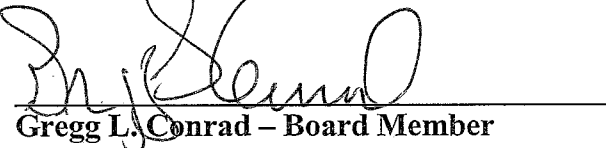
2021-74 – At 10:43 a.m., Mr. Combs made the motion to adjourn. Mr. Conrad seconded the motion.

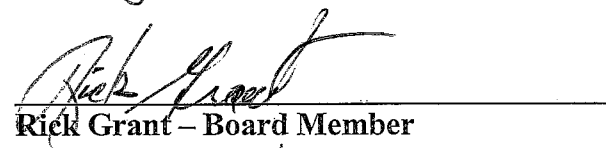
Upon roll call:

- Mr. Combs – Yes
- Mr. Conrad – Yes
- Mr. Grant – Yes
- Mr. Lembke – Yes

  
Raymond W. Lembke – Board Chairman

  
Rick W. Combs – Board Member

  
Gregg L. Conrad – Board Member

  
Rick Grant – Board Member

Date 8/16/21



**Cherie Wilson**

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**From:** Cherie Wilson  
**Sent:** Wednesday, July 7, 2021 10:46 AM  
**To:** legals@clermontsun.com  
**Cc:** bmilam@clermontsun.com  
**Subject:** July Board Meetings  
**Attachments:** 2021 July Special and Regular Board Meetings.docx

Good morning!

Please be advised and post as a PSA (no cost) the attachment regarding the upcoming July board meetings.

My direct phone number is 732-7485 if you have any questions.

Thank you!

Cherie Wilson, Administrative Support Specialist  
Clermont County Board of Elections  
76 S. Riverside Dr.  
Batavia, OH 45103

## **Clermont County Board of Elections Notice of Board Meetings**

The Clermont County Board of Elections has scheduled special board meetings for:

**Monday, July 12, 2021 at 10:00 a.m.** – Special meeting to discuss the director candidacy.

**Wednesday, July 21, 2021 at 10:00 a.m.** – Rescheduled regular monthly board meeting for general purposes.

The meetings will be held at the Board Office, 76 S. Riverside Dr., Batavia, 45103.

Ray Lembke – Chairman  
Chris Dennison – Deputy Director