

ATLANTIC COUNTY BOARD OF ELECTIONS**BOARD MEETING MINUTES**

Tuesday, August 16, 2016 2:00 PM

- I. **OPEN PUBLIC MEETING STATEMENT**: Statement read by Chairperson Lynn Caterson
- II. **PLEDGE OF ALLEGIANCE**: Pledge was led by Secretary John Mooney
- III. **ROLL CALL**: Chairperson Lynn Caterson, Secretary John Mooney, Commissioner Ernest Aponte, and Commissioner Mary Jo Coutts were in attendance.

Office Staff: Clerks Susan Sandman, Bill Sacchinelli, Henrietta McKenzie, and Hope Bertino

IV. **READING & ADOPTION OF MINUTES**:

A motion was made to accept the amended minutes from July 19, 2016.

- **Motion:** Chairperson Caterson
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

V. **PUBLIC COMMENT**: None

VI. **CLERK'S UPDATE**:

- A. **Meeting with Superintendent of Schools** – The clerks met with the Superintendent of Schools, Richard Stepura, to find out which schools that are polling sites are closed for Election Day.
- B. **Regional Meeting Update** – A regional NJAEO meeting at Smithville Inn went well with Monmouth and Ocean Counties presenting positive feedback. The next NJAEO meeting is in September 2016. Questions to be asked at the September meeting:
1. Rules for the Press at elections
 2. What is the norm for police carrying guns at the polling sites?
- C. **Staff to be appointed to ADA Committee**– The Board requested that Mr. Sacchinelli and Ms. Sandman be recommended to the County Executive for appointment to the ADA Committee and other staff to be appointed at a later date.
- D. **Schedule Meeting of ADA Committee**– Was not scheduled.
- E. **Food Budget for General Election November 8, 2016** – A motion was made to decrease the food budget on Election Day to \$700.
- **Motion:** Chairperson Caterson
 - **2nd:** Commissioner Coutts
 - **Vote:** Commissioner Aponte – yes, Secretary Mooney - no
- F. **Practice Poll Books for Training** – Practice Poll Books and Authorities for training classes will be made for a cost up to \$500.
- **Motion:** Commissioner Aponte
 - **2nd:** Commissioner Coutts
 - **Vote:** Unanimous

VII. OLD BUSINESS:

- A. Status of Development of Policy for Election Day Procedures** – Nothing in writing yet. Chairperson Caterson would like to have a policy outline in place for the General Election on November 8, 2016. Secretary Mooney would like to receive all 3 copies (Board of Elections, Supt. of Elections, and County Clerks) of log sheets from the War Room on Election Night. Secretary Mooney feels the Visitor's Log Sheet at the Polling Sites is confusing the Poll Workers.
- B. Result of Research as to Criminal Liability of Poll Workers Who Offer Provisional Ballots** – It was discussed when a Poll Worker should give a voter a Provisional Ballot. There is no criminal liability to a Poll Worker giving a voter a Provisional Ballot.

VIII. NEW BUSINESS:

- A. Correspondence on ADA to County Executive**– Secretary Mooney made a motion to send a letter to the County Executive, Dennis Levinson, the Freeholder Board, and the three members of the ADA Committee to explain the necessity of additional staff needed to be on the ADA Committee due to lawsuits occurring in other N.J. counties and other states.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous

- B. Emergency Security Plan for Election Day** - Mr. Sacchinelli suggest that we implement a Security and Emergency Plan for Election Day in case of a State of Emergency or destruction of a Polling Place.

IX. WRITTEN CORRESPONDENCE: None

X. EXECUTIVE SESSION: None

XI. ADJOURNMENT: A motion was made to adjourn the meeting at 3:45 PM.

- **Motion:** Secretary Mooney
- **2nd:** Commissioner Coutts
- **Vote:** Unanimous