

Minutes

Election Commission Meeting

Date: March 5, 2024 6:00 p.m.

In attendance:

Jeannette Robertson

Tammy Hodges

Bruce Freeman

Call to order at 6:06 p.m. – Jeannette Robertson confirms media was contacted for this meeting. No press was in attendance.

Old Business

1. Approve minutes from February 15, 2024
 - a. No errors or omissions were found by the commissioners.
 - b. Tammy Hodges moved to approve minutes, Bruce Freeman seconded, voted aye unanimously.

New Business

1. Welcome to new commissioner Bruce Freeman.
2. New tablets have performed beautifully during early voting and election day. Workers are very pleased with them and they have helped move voter lines along quickly.
3. Jeannette Robertson moved to adjourn the meeting at 6:11 p.m., Tammy Hodges seconded, voted aye unanimously.

Minutes

Election Commission Meeting

Date: March 15, 2024 12:00 p.m.

In attendance:

Jeannette Robertson

Tammy Hodges

Bruce Freeman

Call to order at 12:02 p.m. – Jeannette Robertson confirms media was contacted for this meeting. No press was in attendance.

Old Business

1. Approve minutes from March 5, 2024
 - a. No errors or omissions were found by the commissioners.
 - b. Bruce Freeman moved to approve minutes, Tammy Hodges seconded, voted aye unanimously.

New Business

1. Primary Election Update
 - a. Six provisional ballots and one damaged regular ballot were manually entered into the results. Those were the only changes in the numbers from election night.
 - b. Numbers from tapes, tablets and tabulation computer all matched.
2. Runoff Update
 - a. Programming for the runoff was complete on March 6, 2024. Walnut Street Baptist has been booked and the poll workers are set.
3. Provisional Review
4. Certification of Election
 - a. Tammy Hodges moved to certify the results of the 2024 Primary Election, Bruce Freeman seconded, voted aye unanimously.
5. Jennifer Clack requested permission to buy a standing desk for her office. The commissioners approved that expense.
6. Review of pay levels for poll workers, poll sheriffs and election commissioners.
 - a. Jennifer Clack will create a report of the extra costs and budget effects that a pay increase would create.
 - b. The commission will discuss further actions at a later meeting.
7. Meeting adjourned at 12:42 p.m.

Minutes

Election Commission Meeting

Date: April 5, 2024 12:00 p.m.

In attendance:

Jeannette Robertson

Tammy Hodges

Bruce Freeman

Call to order at 12:04 p.m. – Jeannette Robertson confirms media was contacted for this meeting. No press was in attendance.

Old Business

1. Approve minutes from March 15, 2024
 - a. No errors or omissions were found by the commissioners.
 - b. Bruce Freeman moved to approve minutes, Tammy Hodges seconded, voted aye unanimously.

New Business

1. Certification of Election
 - a. Tammy Hodges moved to certify the results of the 2024 Primary Election Runoff, Bruce Freeman seconded, voted aye unanimously.
 - b. Jennifer Clack will create a proposal for possible poll worker and commissioner raises to be discussed at a May Election Commission meeting (to be schedule later).
 - c. Jennifer Clack will contact ES&S to inquire on the maintenance of the tablet printers to make sure they are in top condition for the November election.
2. Meeting adjourned at 12:25 p.m.

Minutes

Election Commission Meeting

Date: May 20, 2024 12:00 p.m.

In attendance via Zoom:

Jeannette Robertson

Tammy Hodges

In attendance at Election Annex:

Bruce Freeman

Call to order at 12:03 p.m. – Jeannette Robertson confirms media was contacted for this meeting. No press was in attendance.

Old Business

1. Approve minutes from April 5, 2024
 - a. No errors or omissions were found by the commissioners.
 - b. Bruce Freeman moved to approve minutes, Tammy Hodges seconded, voted aye unanimously.

New Business

1. Review of 2024 Primary hand count self audit results.
 - a. The audit of all polling centers from the 2024 Primary election was performed April 29-30, 2024 by Jennifer Clack at the Election Annex. The DS200 tapes matched the hand count perfectly.
 - b. Tammy Hodges moved to perform hand count audits after each election to be done by the Election Coordinator and Election Commissioners. Bruce Freeman seconded, voted aye unanimously.
 - i. The purpose for these audits is to prove that all machines are recording votes that were submitted.
 - c. The procedure for hand count audits was reviewed by the commissioners. Jeannette Robertson moved to enter the document to the election procedure manual. Bruce Freeman seconded, voted aye unanimously.
2. Poll worker and Election Commissioner pay increases
 - a. In order to show our appreciation and increase retention of our excellent poll workers, the election commission will raise their salary to \$15 per hour. The training pay for regular poll workers will be raised to \$35 per training session. The pay for Poll Sheriff training will be \$55 per training session. The bonus for serving as Poll Sheriff will be raised to \$50.
 - b. The hourly pay for Election Commissioners will increase to \$35 per hour. The hourly pay for the Election Commission Chair will increase to \$50 per hour.
 - c. Jeannette Robertson moved to accept the above pay increases, Tammy Hodges seconded, voted aye unanimously.
3. Tammy Hodges attended Election Cybersecurity training in Batesville on April 23, 2024.
 - a. Reading materials from CISA will be available at the election annex.
 - b. Tammy Hodges proposes that the commission uses the CISA assessments to make sure Craighead County's elections are the safest they can be.
4. Meeting adjourned at 1:06 p.m.

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Election Commission Meeting

Date: October 11, 2024 11:00 a.m.

In attendance via Zoom:

Jeannette Robertson

Bruce Freeman

Tammy Hodges

Call to order at 11:03 a.m. – Jeannette Robertson confirms media was contacted for this meeting. No press was in attendance.

Old Business

1. Approve minutes from May 20, 2024
 - a. No errors or omissions were found by the commissioners.
 - b. Bruce Freeman moved to approve minutes, Tammy Hodges seconded, voted aye unanimously.

New Business

1. Approval of poll workers for the General Election
 - a. All commissioners have gone through the list. No family conflicts are known to any of the commissioners.
 - b. Tammy Hodges moved to accept the poll worker list. Bruce Freeman seconded, voted aye unanimously.
 - c. The list will be posted at the courthouse per election law.
2. Salary rate increase for Spencer Sandy
 - a. Proposed pay rate of \$25 per hour.
 - b. Spencer has trained to take the lead Election Official position for 4 years. He is also able to repair the machines as necessary.
 - c. Jeannette Robertson moved to accept the pay increase, Bruce Freeman seconded, voted aye unanimously.
3. Reminder of upcoming dates
 - a. Poll Worker training
 - i. Oct. 15 & 17, 2024 6:00 p.m. at the Election Annex. Commissioners are welcome to attend.
 - ii. Election Day – Review of absentee ballots that need commission input will begin at 5:00 p.m. If the commissioners would like to review other absentee ballots, they will be available in the afternoon on Election Day.
4. Tammy Hodges moved to adjourn the meeting at 11:33 a.m., Bruce Freeman seconded, voted aye unanimously.

Minutes

Election Commission Meeting

Date: November 4, 2024 3:00 p.m.

In attendance via Zoom:

Jeannette Robertson

Bruce Freeman

Tammy Hodges

Press:

Rebecca Robinson – KASU

Nena Zimmer – Jonesboro Right Now

Call to order at 3:09 p.m. – Jeannette Robertson confirms media was contacted for this meeting.

Old Business

1. Approve minutes from October 11, 2024
 - a. No errors or omissions were found by the commissioners.
 - b. Tammy Hodges moved to approve minutes, Bruce Freeman seconded, voted aye unanimously.

New Business

1. Approval of poll centers for the possible General Election Runoff
 - a. Allen Park
 - b. ASU – FNBA Arena
 - c. Earl Bell Community Center
 - d. Forest Home Church
 - e. Parker Park Community Center
 - f. Valley View Church of Christ
 - g. Walnut Street Baptist
 - h. Bruce Freeman moved to approve polling center locations for the General Election Runoff on December 3, 2024, Tammy Hodges seconded, voted aye unanimously.
2. Jeannette Robertson moved to adjourn at 3:17 p.m., voted aye unanimously.

Minutes

Election Commission Meeting

Date: November 13, 2024 10:00 a.m.

In attendance via Zoom:

Jeannette Robertson

Bruce Freeman

Tammy Hodges

Call to order at 10:04 a.m. – Jeannette Robertson confirms media was contacted for this meeting.

Old Business

1. Approve minutes from November 4, 2024
 - a. No errors or omissions were found by the commissioners.
 - b. Bruce Freeman moved to approve minutes, Tammy Hodges seconded, voted aye unanimously.

New Business

1. Approval of poll workers for the General Election Runoff
 - a. Tammy Hodges moved to approve poll workers for the General Election Runoff on December 3, 2024, Bruce Freeman seconded, voted aye unanimously.
2. Reminder of Election Commission meeting on Friday, November 15 at noon at the Election Annex.
3. Reminder that dates and locations are available on the Election website.
4. Jeannette Robertson moved to adjourn at 10:20 a.m., voted aye unanimously.

Minutes

Election Commission Meeting

Date: November 15, 2024 12:00 p.m.

In attendance:

Jeannette Robertson

Bruce Freeman

Tammy Hodges

Call to order at 12:05 p.m. – Jeannette Robertson confirms media was contacted for this meeting.

Old Business

1. Approve minutes from November 13, 2024
 - a. No errors or omissions were found by the commissioners.
 - b. Tammy Hodges moved to approve minutes, Bruce Freeman seconded, voted aye unanimously.

New Business

1. Certification of the General Election results.
 - a. All UOCAVA absentees and provisional ballots were added to the results.
 - b. Bruce Freeman moved to certify the election results, Tammy Hodges seconded, voted aye unanimously.
 - c. Paperwork for the election was signed by all commissioners.
 - i. Provisional ballot listing, Final Results report, Abstract of Ballots
2. Jeannette Robertson moved to adjourn at 12:30 p.m., voted aye unanimously.

Minutes

Election Commission Meeting

Date: December 13, 2024 12:00 p.m.

In attendance:

Jeannette Robertson

Bruce Freeman

Tammy Hodges

Call to order at 12:13 p.m. – Jeannette Robertson confirms media was contacted for this meeting.

Old Business

1. Approve minutes from November 15, 2024
 - a. No errors or omissions were found by the commissioners.
 - b. Tammy Hodges moved to approve minutes, Bruce Freeman seconded, voted aye unanimously.

New Business

1. Certification of the General Election Runoff results.
 - a. Bruce Freeman moved to certify the election results, Tammy Hodges seconded, voted aye unanimously.
 - b. Paperwork for the election was signed by all commissioners.
 - i. Provisional ballot listing, Final Results report
2. Jeannette Robertson moved to adjourn at 12:24 p.m., voted aye unanimously.