

Commissioners

MARISEL A. HERNANDEZ, *Chair*
WILLIAM J. KRESSE, *Commissioner/Secretary*
JUNE A. BROWN, *Commissioner*

CHARLES HOLIDAY, JR., *Executive Director*



Minutes of the
Board of Election Commissioners for the City of Chicago
Regular Board Meeting
August 22, 2023, 10:00 a.m.
69 West Washington Street, 8th Floor, Chicago, Illinois 60602

Board Members:

Marisel A. Hernandez, Chair
William J. Kresse, Commissioner/Secretary
June A. Brown, Commissioner

Staff:

Charles Holiday, Jr., Executive Director
Sandra Aspera, Assistant Executive Director
Adam Lasker, General Counsel
Max Bever, Director of Public Information
Kimberly Carrillo Walker, Finance Director
Karen Chin, Manager – Human Resources
Clinton Hurde, Manager – Pre-election Voting and Logistics
Amanda Robledo, Acting Procurement Officer
Lance Gough, Consultant
Trish Sheehy

Guests:

Helene Gabelnick, League of Women Voters Chicago
C. Betty Magness, Rainbow PUSH Coalition
Ehren Fournier, Faegre Drinker Biddle and Reath

- I. Call to Order: The Chair called the meeting to order at 10:02 a.m.
- II. Roll Call: All members were present.
- III. Consideration of Agenda: Commissioner Kresse asked to postpone the following section of the agenda "IV Approval of Minutes". There were no objections.
- IV. Approval of Minutes: It was agreed by the Board under "III. Consideration of the Agenda" to postpone this agenda item.
- V. Executive Director's Report:

Executive Director Charles Holiday reported:

Last week Mr. Holiday attended the Illinois State Board of Elections' Board meeting where updates on the IVRS (Illinois Voter Registration System) and grants were discussed.

On September 5th, our new ADA (Americans with Disabilities Act) Compliance Officer will be starting. Mr. Holiday is looking forward to his start.

The Board, along with multiple other agencies, had a presence at the Bud Billiken Parade. We had Board employees there with voter registrations applications and distributing school supplies.

We submitted our budgets to the City and County in advance of our budget hearings.

On Friday, Mr. Holiday and Assistant Executive Director Aspera will be traveling to Orlando, Florida for the 28th Annual Conference of the Election Center where they will be involved in educational election courses and election seminars.

Commissioner Brown asked what was the number of registrations taken at the Bud Billiken Parade. Mr. Holiday said that no one registered; it seems people were already registered or were just there for the festivities.

Commissioner Brown asked Mr. Holiday if he had said that we're ready for the budget. Mr. Holiday said that the budget has been submitted. Mr. Holiday will have the Board's Finance Director forward the two budgets to the Commissioners.

A. Assistant Executive Director's Report

Assistant Executive Director Sandra Aspera reported:

The RFP (Requests for Proposals) for the Vote-by-Mail printing was posted last week. Ms. Aspera will be participating in the pre-proposal conference which is scheduled for this Friday, August 25th.

We are hosting a job fair that HR (Human Resources Department) is planning and coordinating with every department and we will be recruiting soon. It is scheduled for Friday, September 15th from 10:00 a.m. to 2:00 p.m. at the Supersite.

Summer Internships will end August 31st and we hope to have the Summer Internship Program again next year.

The Warehouse is currently doing an inventory on voting equipment consumables and will be placing an order in September.

As the Executive Director mentioned, Ms. Aspera will be participating in the 38th Annual National Conference of the Election Center this weekend. Ms. Aspera will be returning to the office next Tuesday, August 29th

Ms. Aspera provided the Board with the upcoming 2024 petition dates. Petition circulation begins Tuesday, September 5th. Petition filing begins Monday, November 27th and the last day to file petitions is Monday, December 4th.

Commissioner Brown asked if the Summer Interns that Ms. Aspera hoped to have again next Summer is a funded position. Ms. Aspera said that it's a budgeted position.

The Chair asked about any open positions at the Board that were they posted and advertised anywhere. Ms. Aspera said that there are about six or more positions, and that she believes they've been on LinkedIn, Monster and our website. Few people have been applying.

B. Public Information Director's Report

Public Information Director Max Bever reported:

We have projects going through the end of the year. Top of mind is our website redevelopment, which is progressing very nicely with our vendor Clarity Partners. We are on track to have a new website live near the beginning of December, including a new

Vote-by-Mail online application system. We should have that up and running before Vote-by-Mail is here.

Communications is working with the rest of the staff on our job fair on Friday, September 15th. We're going to put a big push on social media as well as a press release and invite the media there. We're going to try to get as much attention as possible for the Supersite; it is an accessible location for people, easy for people to travel to. On top of hiring for those positions, we are going to start reminding people that we're hiring Election Judges, Election Coordinators, and Early Voting Officials, getting ahead of March 2024.

Ahead of the next Board meeting, Mr. Bever will be presenting the Commissioners with a transfer agreement. It looks like we have settled on a date with the Chicago Public Library for the transfer of our 500 historical election ledgers that have been treated for mold remediation. They're going to be transferred to the Harold Washington Library at the end of September. We're locking down dates currently, but we will get that done ahead of October. We're already having some fun brainstorming sessions with their marketing and PR teams about once they've got the whole place setup, inviting the public to review these records. Mr. Bever thinks that we'll start with promoting the earliest ledgers, from the 1880s. This looks like it will be a nice partnership with the Chicago Public Library over the next few years. Ultimately, Mr. Bever thinks we will digitize them, once we inventory them with the Library. We look forward to having CPL as a continuing partner. The Commissioners will be presented with those documents.

Responding to Commissioner, Mr. Bever confirmed that for the new website we have many people who are working together on this. For our vendors we have a tight timeline, but thanks to the work that's already been done, the Clarity team has put together a very good scope for that timeline. We are on track and we'll have it live in the first two weeks of December.

Responding to Commissioner Brown regarding the job fair, Mr. Bever said that in addition to putting out information on social media, he will have a flyer, press release, and will be inviting press to be onsite. We're going to notify all the Aldermanic offices and all our Community Partners.

As soon as we get the Election Calendar approved, Mr. Bever will be sending that out to media, social media, and our Community Partners.

VI. Old Business:

- A. Infrastructure Projects and Changes in Election Administration
- B. Electronic Poll Books
- C. Voting Equipment

The Chair stated that these sections of the agenda, Election Administration, Electronic Poll Books and Voting Equipment, has been addressed already during this meeting and asked if there's anything further to update the public on. Mr. Holiday stated that there was nothing further.

D. Legislation

General Counsel Adam Lasker reported that he had one update. Unfortunately, it's not the best of news. The Omnibus Election Bill passed during the Summer, back in June. However, it didn't get signed by the Governor until the first week of August. The Illinois State Board of Elections is taking a particular position regarding Vote Centers on Election Day. Part of the Omnibus Bill extended the Sunset Clause of the current Vote Center Legislation (10 ILCS 5/11-8). That Sunset Clause expired in July. So, the State Board of

Elections has taken the position that since the Sunset Clause kicked in before the Governor signed the bill, that piece of legislation is dead and cannot be rehabilitated through the extending the Sunset Clause provision in the Omnibus Bill. It would have extended the sunset date out through 2029. So, it is the State Board's position that there currently is no statutory authorization for Vote Centers on Election Day. We obviously believe this is an error. So, we will be watching through the Veto Session. The Chair stated that she assumed that someone's going to get new legislation drafted before the veto session. Mr. Lasker responded that that's correct. The State Board indicates that they're going to be pushing for it. We will also be enlisting the AECOI. The Chair said that we need to stay on top of it because if one of these agencies or entities fall through we have to pick up the ball. The State Board is not only taking this position, but put a disclaimer in their calendar that they just released in a relatively large, bold footnote. Commissioner Brown hopes that someone in the General Assembly is doing something. Commissioner Kresse said that he thinks this just emphasizes that perhaps this Board needs our own person in Springfield. Mr. Lasker said that we have been doing budgeting and outreach to secure such a position, so we are working on that. Mr. Holiday mentioned to Commissioner Kresse that we have put that in our budget, for a lobbyist. Mr. Lasker said that this ends his legislative report. Commissioner Kresse said that with the Legislature being out of session, you wouldn't think there'd be a need for a Legislative Report. The Chair said that it just shows how we have to plan for the Veto Session to make sure we have everything covered and if any issues need to be brought up, we need to be at the forefront there.

VII. New Business

- A. Approval of a bid award to JJ Collins Printing for printing of the 2023 canvass mailing and second notice

Acting Procurement Officer Amanda Robledo presented:

The Procurement Office has reviewed, evaluated and recommends the award for the Small Bid: 2023 Voter Canvass Mailing & Second Notice. The Procurement Office recommends JJ Collins.

The Small Bid was competitively bid. The award selection was based off comparative total cost meeting the lowest bidder requirement. In response to the Small Bid, the Board received a total of four responses from the following vendors: JJ Collins, Cardinal Color Group, Grace Printing, and Liberty Creative Solutions. JJ Collins is the apparent low bidder. JJ Collins has performed various printing projects and recently the 2023 "I Voted" stickers and Form 276P. Board staff have been satisfied with their service and products.

The Chair confirmed with Ms. Robledo that JJ Collins has worked with the Board for many, many years. Commissioner Kresse asked, for the record, approximately how many pieces are we talking about? Mr. Bever said it is approximately 1.6 million and approximately 250,000 for the second notice. Commissioner Kresse said that he likes to get those numbers out into the public record so people realize what a massive job that is. The Chair asked if JJ Collins is a Minority Business Enterprise (MBE). Ms. Robledo said that she does not think it is.

Commissioner Brown moved to approve a bid award to JJ Collins Printers for the 2023 canvass mailing and second notice, with a total contract value not to exceed \$108,450 and with a one-year term beginning on August 22, 2023. Commissioner Kresse seconded the motion. The motion passed by 3:0 vote of the Board.

B. Adoption of the 2024 Election Calendar and Pamphlet.

Mr. Lasker said that we want the 2024 Election Calendar and Pamphlet published today, with one note, that the County has not yet included signature requirements for County offices. As of this morning, the County Clerk's Office has still not published their signature requirements for County offices. We defer to the respective election authorities for those offices that are under their jurisdiction. The State Board has provided us with numbers for State, Federal and Judicial Offices, and those numbers are in this calendar. We've calculated the signature requirements for the Ward Committeepersons. Please note that there are two controlling Court decisions that guide us on how to determine the signature requirements for the Ward Committeepersons.

Commissioner Kresse asked if there's any mention in the calendar about the November 2024 elected School Board. Mr. Lasker said yes, it is mentioned in the calendar, but we also do not yet have the signature requirements for those offices because we cannot calculate those until we know the district boundaries. The Legislature has given itself until October 1st to draw those district maps. The circulation period starts a few days before that, so there is still the possibility that they're going to do a special filing period for those candidates. Nothing has been set with that. As a reminder to the public, those are non-partisan elections so they will not be involved with the March political party primary election. Candidates who want to run for School Board office will file nomination papers in the Summer for the November election. The Chair asked if with the Summer filing period if there's an objection filing period. Mr. Lasker stated that yes, there is an objection filing period. It's the same cycle we've had in the Summer for Independent candidates and the New Political Party candidates. It is normally a very light schedule for us, but we anticipate a heavier.

Commissioner Kresse moved to adopt and publish the 2024 Election Calendar and Pamphlet in relation to the 2024 presidential election cycle. Commissioner Brown seconded the motion. The motion passed by unanimous vote of the Board.

VIII. Legal Report

General Counsel Lasker requested an Executive Session to discuss pending litigation. He stated other than that, all's quiet in the Legal Department.

IX. Financial Report: None.

X. Public Comment: None.

XI. Executive Session:

The Chair advised the public that the Board will enter closed Executive Session, then return to Open Session.

Commissioner Brown moved to enter into closed session for discussion of pending litigation, in accordance with Section 2(c)(11) of the Open Meetings Act. The motion was seconded by Commissioner Kresse. The motion was passed by unanimous vote of the Board. The Board went into closed session at 10:25 a.m.

At 10:45 a.m. a motion was made by Commissioner Brown to end Executive Session and return to Open Session. Commissioner Kresse seconded the motion and the Board returned to Open Session by 3:0 vote of the Board. In Open Session, Commissioner Kresse announced that no action was taken during the Executive Session that needed to be reported at that time.

- XII. Adjournment: At 10: 47 am., Commissioner Brown made a motion to adjourn. Commissioner Kresse seconded the motion. Commissioners Brown and Kresse voted in favor of the motion. The Chair announced the motion had passed and the meeting was adjourned at 10:48 a.m.

Submitted,



Commissioner William J. Kresse
Secretary