

LANCASTER COUNTY BOARD OF ELECTIONS MEETING

July 11, 2019

The Electoral Board (EB) met at the office of the General Registrar (GR) on July 11, 2019. In attendance were Vice-Chair Carol Biscontinni, Secretary Lee Pulling and Susan Jett, Director of Elections and General Registrar. Carol Biscontinni called the meeting to order at 10:08am.

Carol Biscontinni was greeted and welcomed to the Lancaster County Electoral Board as its newest member. A general review of the Electoral Board Job Description provided by the Department of Elections was read with some discussion. Additional EB training material from past State training classes was made available.

The first item discussed by the EB was the monies left in the budget from fiscal year 2019. The record should reflect that these unspent funds were the direct result of elections that were funded but did not take place. Both political parties this year picked candidates that were not challenged within the parties. Therefore, there was no Democrat or Republican primary necessary. Also, a town election was moved to the November election. Therefore, a special town election did not take place.

In all of the above mentioned elections, training and staffing of precincts by Election Officers and related expenses was not required. This resulted in unspent EB budget funds that will be returned to the County General Fund. The EB will continue in the future to budget for these elections since they generally happen as a rule.

The GR also had unspent funds left in the budget. Some was related to elections that did not happen and also the vacancy of a part time office assistant, that resigned. Some badly needed upgrades to the office are being considered and the monies will be spent and applied to the FY 2019 surplus.

The GR has been working with the EB for months on the Early Voting options for expansion to accommodate the General Assembly mandate. The options presented to the Board of Supervisors (BOS) have not produced a workable

solution. It is believed at this time that Susan has resolved this issue with another department head that will satisfy the Early Voting mandate and save Lancaster County thousands of dollars if approved by the BOS. Additional information to come.

The next item discussed was the state mandate for a dedicated LAN line not connected with the county. Lee Pulling moved to get the dedicated line at any cost and Carol Biscontinni seconded the motion.

The next item discussed was the Risk Limited Audit (RLA). Last year a law was passed that all jurisdiction in the Commonwealth would be required to perform at least one RLA every 5 years. It would cost each county \$3500 up to \$10,000 depending on the size of the county. We were instructed at the State annual training last month to put this money in our budget. **However**, Susan spoke up and offered Lancaster County to participate in a Pilot Audit, that will be hosted by our county but run by the state as a learning experience for all it's participants. This will be done for **FREE** saving the county the cost of a true audit. She asked and got approval to share the experience with other neighboring counties to participate. Counties participating are Essex, King George, King and Queen, King William Matthews, Middlesex, Northumberland and Westmoreland.

Lee Pulling moved to adjourn at 11:28am and this motion was seconded by Carol Biscontinni.

Respectfully submitted,

Lee Pulling, Secretary