

CHATHAM COUNTY BOARD OF ELECTIONS REGULAR MEETING

Chatham County Board of Elections Office
984 Thompson Street, Suite D
Pittsboro, NC 27312
GoToMeeting

Recorded meeting is available at <https://www.chathamcountync.gov/government/departments-programs/board-of-elections/board-of-elections-members-meetings>

February 15, 2021 – 5:30 p.m.

The following people were present: Chair Laura Heise, Secretary Charles Ramos, Member Amy Meek, Member Frank Dunphy II, Member Mark Barroso (remotely), Director Pandora Paschal, Deputy Director Steve Simos, and Election Specialist Chance Mashburn.

Secretary Ramos led everyone in a moment of silence and the pledge of allegiance to the flag.

Call to Order

Chair Heise called the meeting to order stating that this is a regular meeting. Chair Heise stated there was a quorum to conduct the meeting. Four members were present as stated above, Member Mark Barroso joined the meeting remotely later during the session.

Public Input

Chair Heise stated that there was only one comment received prior to the meeting. Mrs. Nilda Ramos commented that the meeting agenda and related documents were sent to the public less than 90 minutes before the start of the meeting. Director Pandora Paschal stated that 90% of the time the agenda is posted 24 hours in advance, and that the staff would be mindful of this in the future. Chair Heise gave citizens who were watching the opportunity to make comments through the live chat. There were no further comments.

Approve Minutes

Chair Heise asked if the board was ready to approve the minutes from the December 14, 2021 meeting. Secretary Charles Ramos made the motion to approve the minutes. Member Amy Meek seconded the motion. All were in favor. The vote was 5-0.

Old Business

Amend Early Voting Plan for May 17, 2022

Chair Heise explained that because of the date change of the Primary Election from March to May the early voting site in Siler City was changed. Early voting would have been held at the National Guard Armory, but they have a scheduled training for one of the weekends during the dates and times of early voting for the May Primary; therefore, voting will be held at the Paul

Braxton Gym. Secretary Charles Ramos made the motion to approve voting at the Paul Braxton Gym for the May 17, 2022 election. Member Amy Meek seconded the motion. All were in favor. Vote 5-0.

Meeting with CCCC Provost Mark Hall

At the December 14, 2022 meeting the board asked Human Resources Director/Assistant County Manager Carolyn Miller to schedule a meeting with CCCC Provost Mark Hall and the Board of Elections staff to address past concerns about the early voting site at the CCCC Health Science Building located at 75 Ballentrae Court, Pittsboro, NC 27312. Member Frank Dunphy II stated that the attendees for that meeting would be the staff and he was wondering if the five board members could be present at the meeting. Director Pandora Paschal stated that if three members attended it would constitute a meeting, and that Member Frank Dunphy II and another member would be allowed to attend. Director Pandora Paschal suggested having the Provost attend the Board of Elections next meeting. Member Amy Meek stated that she thought that would be better, a Democratic Party member and a Republican Party member would need to be in attendance. Chair Laura Heise stated that it may be better to be in the building to be able to see what adjustments would need to be made. Member Frank Dunphy II suggested that it would be good to take one Democratic Party member and one Republican Party member up to the building, and then have the Provost come to the next board of elections meeting to follow up. Member Charles Ramos stated that he liked the idea of having the Provost come to the Board of Elections office. (For full discussion see the taped meeting for February 15, 2022, at <https://www.chathamcountync.gov/government/departments-programs-a-h/elections/board-of-elections-members-meetings>) The board concluded that the staff would contact them when the meeting with the Provost is set, and that two board members would meet staff at the facility.

New Business

Early Voting Workers and Precinct Officials Report

Election Specialist Chance Mashburn gave a report on early voting workers and precinct officials for the upcoming May 17, 2022 Primary Election. He stated that he has gathered names and the list is about 90% complete for both groups of workers. The list will be provided at the next board meeting.

MAT (Multi-Partisan Assistant Teams) Team Approval

Deputy Director Steve Simos explained to the public what role the Multi-Partisan Assistant Teams played in assisting citizens with requesting and completing absentee ballots. There are four teams, and each team consists of one Democrat and one Republican (for full discussion see the taped February 15, 2022, at <https://www.chathamcountync.gov/government/departments-programs-a-h/elections/board-of-elections-members-meetings>). Member Frank Dunphy II made the motion to approve the names as MAT team members to be trained and certified for a two-year period. Member Amy Meek seconded the motion. All were in favor. The vote was 5-0.

Election Staff Salaries & Overtime

Chair Heise stated that at the December 14, 2021, meeting Chatham County Human Resources/Assistant County Manager Carolyn Miller was in attendance and explained how the budget process worked in Chatham County. The Board of Elections asked the elections staff to do some research on other county election staff in similarly situated counties to see how salaries for different positions correlated to the election staff in Chatham County to ensure they are receiving fair and just compensation. Director Pandora Paschal stated that the role of elections staff has changed. She stated that when the election laws were written about election office salaries they were written as if the positions were clerical. She stated that currently elections office staff should be classified as specialized professionals in election administration and should be paid accordingly. Each board member stated their opinions and concerns. After looking at the research the staff provided the board agreed that the board of elections staff's salaries should be adjusted. Chair Laura Heise made the motion that the board of elections would like to recommend to the county commissioners to pay compensation for the elections staff at the average salary level of the surrounding counties for these comparable positions, specifically \$90,000.00 for the Director without overtime, \$60,000.00 for the Deputy Director with overtime paid at the standard hourly rate and \$45,000 for the Elections Specialist with overtime paid at the standard hourly rate, and that all non-exempt employees receive overtime, and not compensatory time. Frank Dunphy II seconded the motion. All were in favor. The vote was 5-(For full discussion see the taped February 15, 2022, at <https://www.chathamcountync.gov/government/departments-programs-a-h/elections/board-of-elections-members-meetings>).

Chair Heise asked how will the board handle this matter? Director Pandora Paschal suggested that the board write a letter along with the updated job descriptions and all documentation from the research provided by the elections staff and have the Chair and another board member deliver it to the Human Resource/Assistant County Manager. Member Amy Meek suggested that the letter be a joint letter to Human Resource/Assistant County Manager, and the County Commissioner liaison to the Board of Elections Mike Dasher. She also stated that since it was a unanimous decision that all board member names should be on the letter. Member Frank Dunphy II suggested sending the letter to the county commissioners to avoid a brick wall in Human Resources. He would like to go straight to the commissioners. Chair Laura Heise suggested taking it in stages and if we do not receive the response we are looking for, then go to the commissioners. Member Mark Barroso suggested letting the newspaper know what the board's plans are since we are discussing this in the public's eyes. The Board of Elections Director and the Deputy Director would like to give Human Resources and the County Manager an opportunity to respond to the proposal before going to the media.


Other Elections Business

Director Pandora Paschal provided the board with tentative absentee ballot meeting dates, which are currently under review with the legal department at the North Carolina State Board of Elections.

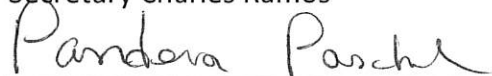
The board was given a reminder of the virtual training given by the North Carolina State Board of Elections on March 14th and 15th, 2022.

The Director advised the board that she was selected as a Woman of Achievement by Chatham Magazine to be featured in the April/May issue.

Secretary Charles Ramos made the motion to adjourn the meeting. Member Frank Dunphy II seconded the motion. All were in favor. The vote was 5-0. The meeting was adjourned at 6:27 pm.



Secretary Charles Ramos



Attest, Pandora Paschal