

**SHELBY COUNTY ELECTION COMMISSION
REGULAR MEETING MINUTES
February 27, 2018**

APPROVED

Regular Meeting of the Shelby County Election Commission was held on February 27, 2018, at 4:00 pm at the Election Operations Center, 980 Nixon Drive.

CALLED TO ORDER: Chairman Meyers **Time:** 4:00 pm

COMMISSIONERS PRESENT: Commissioner Stamson and Commissioner Tate, Commissioner Lester, Commissioner Nollner.

APPROVAL OF JANUARY 23, 2018 MINUTES

MOTION TO APPROVE: Commissioner Nollner **SECONDED BY** Commissioner Tate

APPROVED: Unanimously

RESOLUTION TO APPROVE ITEM# 2018-01 EARLY VOTING POLLING LOCATION CHANGE

Polling place change from Waypoint Baptist Church, 5586 Stage Rd., Bartlett TN 38134 to Harmony Church, 6740 St Elmo Rd, Bartlett, TN 38135.

MOTION TO APPROVE ITEM# 2018-01: Commissioner Stamson **SECONDED BY** Commissioner Nollner

APPROVED: Unanimously

RESOLUTION TO APPROVE ITEM# 2018-02 POLLING LOCATION CHANGES FOR 2018

Polling place changes are listed below:

Old

Ward	Pct.	No Longer Available	Address
17	00	Memphis Leadership Foundation	1548 Poplar Ave, Memphis TN, 38104
87	03	Holy Nation Ministries	3333 Old Brownsville Rd, Memphis, TN 38128
89	01	Immanuel Lutheran Church	6325 Raleigh Lagrange Rd, Memphis, TN 38134
FOR	01	Harvest Church	3645 Forest Hill Irene Rd, Memphis, TN 38125
BAR	03	Altruria Elem School	6641 Deermont Dr., Memphis, TN 38135
BAR	04	Ellendale Elem School	6950 Dawnhill Rd, Bartlett, TN 38135
ROS	15	East Win Christian Church	4350 Hacks Cross Rd, Memphis, TN 38125

New

Ward	Pct.	Replacement Polling Locations	Address
17	00	Mississippi Blvd. Christian Church	70 N Bellevue Blvd, Memphis, TN 38104
87	03	East Side Baptist Church	3232 Covington Pike, Memphis, TN 38128
89	01	Good Shepherd UMC	6050 Summer Ave, Memphis, TN 38134
FOR	01	St Mark's United Methodist Church	8255 Winchester Rd, Memphis, TN 38125
BAR	03	Bartlett Baptist Church	3465 Kirby Whitten Rd, Memphis, TN 38135
BAR	04	Ellendale United Methodist Church	7217 Centralia Rd, Bartlett, TN 38135
ROS	15	Greater Love Baptist Church	4439 Hacks Cross Rd, Memphis, TN 38125

MOTION TO APPROVE ITEM# 2018-02: Commissioner Lester

SECONDED BY Commissioner Stamson

APPROVED: Unanimously

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RESOLUTION TO APPROVE ITEM# 2018-03 EARLY VOTING LOCATIONS, DATES, TIMES, NUMBER OF PERSONNEL, AND NUMBER OF VOTING MACHINES FOR MAY 1, 2018 ELECTION

Downtown Voting Location, Dates, and Times

The downtown location will be announced. Once the new downtown location is confirmed, Resolution Item# 2018-03 will be amended during the March 20th regular meeting. The downtown hours will begin, Wednesday, April 11 through Thursday, April 26, 2018, Weekdays 9:00 AM to 5:00 PM. Saturday Voting will not be available at this location.

Early Voting Satellite Locations, Dates, and Times are listed below

Dates and Times

Beginning, Wednesday, April 11 through Thursday, April 26, 2018

Weekdays 10:00 AM to 7:00 PM

Saturday, April 14, 2018, 10:00 AM to 4:00 PM

Saturday, April 21, 2018, 8:00 AM to 4:00 PM

Locations

Baker Community Center	7942 Church Rd. 38053
Dave Wells Community Center	915 Chelsea Ave. 38107
Greater Lewis Street Baptist Church	152 E. Parkway N (at Poplar Ave., 38104)
Mt. Zion Baptist Church	60 S. Parkway E., 38106
Ed Rice Community Center	2907 N. Watkins 38127
Bellevue Baptist Church	2000 Appling Rd. 38016
Collierville Church of Christ	575 Shelton Dr. 38017
Glenview Community Center	1141 S. Barksdale St. 38114
Greater Middle Baptist Church	4982 Knight Arnold Rd. 38118
Mississippi Blvd. Church-Family Life Center	70 N. Bellevue Blvd. 38106
Raleigh U.M. Church	3295 Powers Rd. 38128
The Refuge Church	9817 Huff N Puff Rd., 38002
St. Peter's Catholic Church	190 Adams Ave, 38103
Abundant Grace Fellowship Church	1574 E. Shelby Dr., 38116
Agri-Center International	7777 Walnut Grove Rd., 38120
Anointed Temple of Praise	3939 Riverdale Rd. 38141
Berclair Church of Christ	4536 Summer Ave. 38122
Harmony Church	6740 St. Elmo Rd. 38135
New Bethel Baptist Church	7786 Poplar Pike 38138
Riverside Baptist Church	3560 S. Third St. 38109
White Station Church of Christ	1106 Colonial Rd. 38117

MOTION TO APPROVE ITEM# 2018-03: Commissioner Lester

SECONDED BY Commissioner Nollner

APPROVED: Unanimously

RESOLUTION TO APPROVE ITEM#2018-04 THE NAME CHANGE FOR THE POLLING LOCATION AT WARD 60, PRECINCT 06

Divine Life Church located at 2201 Ketchum Ave., Memphis TN 38114 property was sold. The Truth Church purchased the property and changed the name from Divine Life Church to The Truth Church.

MOTION TO APPROVE ITEM#2018-04: Commissioner Stamson

SECONDED BY Commissioner Lester

APPROVED: Unanimously

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CERTIFY CANDIDATES FOR MAY 1, 2018 ELECTION

MOTION TO APPROVE THE CANDIDATE'S LIST BELOW: Commissioner Stamson

SECONDED BY

Commissioner: Lester

APPROVED: Unanimously

Republican Candidates

County Mayor

David Lenoir
Terry Roland
Joy Touliatos

County Commissioner District 1

Melody H. Mcleary
Amber Mills

County Commissioner District 2

David C. Bradford

County Commissioner District 3

Lindsey M. Massey
Mick Wright

County Commissioner District 4

Mark Billingsley

County Commissioner District 5

Geoffrey Diaz
Richard E. Morton

County Commissioner District 7

Samuel D Goff

County Commissioner District 9

Sharon Webb

County Commissioner District 13

Steve Basar
Brandon Morrison

Assessor of Property

Keith Alexander
Robert 'Chip' Trouy

County Trustee

George Barnes Chism
Dexter L. Orman

Sheriff

Dale Lane

Circuit Court Clerk

Michael Finney
John Lackey
Tom Leatherwood
Steve Moore

Criminal Court Clerk

Richard DeSaussure, III

Juvenile Court Clerk

Robert Hill
Bobby Simmons

Probate Court Clerk

Paul C. Boyd
George "Dempsey" Summers
Chris Thomas

County Clerk

Donna Creson
Soheila N. Kail
Arnold Weiner

Register of Deeds

Wayne Mashburn

Democratic Candidates

County Mayor

Sidney Chism
Lee Harris

County Commissioner District 1

J. Racquel Collins

County Commissioner District 2

Tom Carpenter

County Commissioner District 3

Monica Timmerman

County Commissioner District 4

Kevin Haley

County Commissioner District 5

Lawrence A. Pivnick
Michael Whaley

County Commissioner District 6

Willie F. Brooks Jr.

County Commissioner District 7

Eric Dunn
Stephanie Gatewood
Tami Sawyer

County Commissioner District 8

Daryl L Lewis
Mickell M. Lowery
Edith Ann Moore
JB Smiley, Jr.

County Commissioner District 9

Edmund Ford, Jr.
Ian Jeffries

Pamela Williams Kelly

Adrian Killebrew

Jonathan M. Lewis

Roz Nichols

Jonathan Lang Smith

County Commissioner District 10

Reginald Milton

County Commissioner District 11

Eddie Jones

Eric Winston

County Commissioner District 12

Van Turner

County Commissioner District 13

Charlie Belenky

George C. Monger

Assessor of Property

Melvin Burgess
Lorie Ingram

County Trustee

Derrick Bennett
Joseph Lee III
Regina Morrison Newman

Sheriff

Floyd Bonner
Bennie Cobb

Circuit Court Clerk

Del Gill

Temika D. Gipson

Criminal Court Clerk

Amianda Scott Hill

Heidi Kuhn

Carla Stotts-Hills

Juvenile Court Clerk

Janis Fullilove

Morrie E. "Jimmy" Noel

Harold C. Smith

Probate Court Clerk

Bill Morrison

County Clerk

Wanda Halbert

Jamal Whitlow

Mondell B Williams

Register of Deeds

Shelandra Ford

Adrienne M. Pakis-Gillon

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ATTORNEY'S REPORT:

Attorney Ryder provided an update on the declaratory judgment action. So far, Attorney Ryder has not received a response from the Coordinator of Elections, Mark Goins. Mr. Goins has until March 12, 2018 to respond. Mr. Goins can respond or not. Also, on March 13, 2018, Senate Bill #2271 which would prohibit Rank Choice Voting will be on the calendar of the Senate State Local Government Committee.

ADMINISTRATOR'S REPORT (SEE ATTACHMENT):

Given by: Linda Phillips

OLD / NEW BUSINESS:

None

ANNOUNCEMENTS:

- Write-In Deadline for May Election is Monday, March 12, 2018 by 12noon
- Regular Commission Meeting scheduled for Tuesday, March 20, 2018 at 4:00 p.m.

ADJOURNMENT:

MOTION TO APPROVE: Commissioner Lester


SECONDED BY Commissioner: Stamson

APPROVED: Unanimously

OTHERS IN ATTENDANCE:

Linda Phillips, Administrator
Carla Lytle, Operations Manager
Genine Taylor, VCS Manager
Deborah Upchurch, Staff
Carol Collinsworth, Staff
Leonard Hopkins, ITS

Attorney Ryder
Attorney Varela
Attorney Bibbs
Rose Ann Bradley
Barbara Williams
Suzanne Thompson- Cozza



Robert Meyers, Chairman

3/20/18
Date



Norma Lester, Secretary

3/20/18
Date



Shelby County Election Commission

Administrator of Elections Monthly Report February 2018

Voter and Candidate Services

- Campaign Finance – 283 Reminders were sent for the Year end 2017 Report on January 17th. 103 Candidates were sent certified letters on February 13th and 35 certified letters were sent to PAC on February 14th.
- Most of the efforts on the VCS department in was issuing and verifying petitions. 116 petitions were issued for the May 1 Primary. 91 have been issued to date for the August election and one has been issued for November. 26 petitions have been filed through Friday, February 23rd for August. We are also working on petitions for the Libertarian party. They are seeking to obtain status as a recognized minor party under TCA §2-13-107. This requires obtaining signatures of 2.5% of the votes cast for governor in the last election.
- The VR application review was conducted for the previous three quarters; no discrepancies were found and the report has been filed with the state.
- Absentee Voting – letters have been sent to all of the nursing homes requesting their lists. We have received 24 absentee applications for the May election. The permanent letter will go out in mid-March. All absentee ballots will be mailed by us; they will no longer go through Shelby County Mail Services. This assures that they are under bi-partisan control until handed off to the Postal Service.
- There were 948 new registrations in January, 2018.
- Scanning continues to be a huge problem, particularly at the Operations Center.

Operations Department

- The smart phones were received for use by early voting officers and inspectors. They have been programmed with the phone numbers and the apps we will use.

Use of these will allow us to send group messages and is considerably faster than making two dozen phone calls.

- New polling locations were identified and ADA surveys conducted on the potential locations.
- Election preparation – 830 voting machines have been prepped for the May election. This includes calibrating the machines, adding the May election security keys, and checking the dates/times. Carla has built the ballot; now that the candidates have been certified, names will be added and proofing and testing will begin. The public test/inspection of election equipment will be on Wednesday, March 28, 2018 beginning at 9am. We will be doing load testing in an early vote scenario. If you have never seen load testing, it is interesting. (But maybe only to election geeks.)
- VM Staff prepared private elections for East High School and the Whitehaven Branch Library. Future private elections will be held for the Democratic Women's Group and Hill Chapel.
- The EO department has contacted all of the temporary staff regarding all of the elections.
- Starting the week of March 5th, ES&S will have a repair team onsite to repair/replace the optical scan units and repair the TSX units.
- ES & S will be onsite around March 12th to set up the optical scan server/printers.

Administrator

- Our new website has been a huge success. From January 31st through Sunday, February 25, it has had 25,465 page views in total. Our average page views per weekday is 1,222. Our average page views on Saturday and Sunday is 432. Our old website averaged 621 page views in January, 2018, so there has been huge growth in use.
- With the retirement of Judge Potter, a vacancy has been created in the Environment Court Judge Division 14 position. Article VII, Section 5 of the Tennessee Constitution requires this to be filled on the August ballot. If the Commissioners appoint someone, they will only serve until the election. Because there is more than seven days between the announcement of the

vacancy and the qualifying deadline, the normal deadlines hold. Petitions can be issued immediately and they must be returned by Noon on April 5, 2018.

- Outreach events:
 - Voting is Power 901 – I spoke at the kickoff meeting for this project. This is a joint effort of the local NAACP and the National Civil Rights Museum. I corrected a lot of misconceptions about voting.
 - We are holding three more deputy registrar classes this week. Our next set will be in April. I've trained Carol Collinsworth to do the classes as well.
 - We held a deputy registrar class for people participating in the I am a Voter Collaborative voter drive efforts. This group compliments our efforts in visiting high schools.
 - We spent all day at Central High School; speaking to the senior students about the importance of voting. 231 students registered.
 - We supported five voter registration drives.
 - Conducted a deputy registrar event for the Hispanic Roundtable.
 - We have a large number of events coming up; you can visit our website for details.

- I did a live interview on WATN. You can see it here:
<http://www.localmemphis.com/news/local-news/one-on-one-with-shelby-county-election-commissioner-linda-phillips/976255217>

- We have experienced some server room power issues. Joe worked with IT and Building Services to solve the problems.

- The downtown office is nearly finished. We are still awaiting some of the furniture but the curtains are all finished. I've been haunting estate sales to find inexpensive art to hang on the walls and Van has been kind enough to hang it for us. (Just in case you were curious, all of the art that has been hung there or at Nixon was paid from personal funds; no county money was been spent on any of it. On the back of all of the pieces are labels identifying the owner.)

- Joe is continuing to train staff about the importance of cybersecurity.

- The PC replacement program is nearly complete; Joe will be meeting next week with IT to make sure that all outstanding issues are resolved.

- Training - All managers and supervisors attended Opioid Awareness Training. Carla Lytle & Genine Taylor attended HR Essentials for Managers. I am leaving

tomorrow for the Election Center conference where a major focus will be election security. Deborah Upchurch, Pam Gentry & Diane George attended Intelli-time training.

- We sponsored luncheon for the Shelby County Legislative Delegation last week; we answered a lot of questions from our legislators. I think it was a positive event.
- We continue to be active on social media, so please like and share our posts on Facebook, Instagram, & Twitter. Our followers on Facebook now exceed 1,000 and we are growing our Twitter followers.
- We continue to work with Everyone Counts for implementation of our new VR system. We are having weekly electronic meetings where they are walking us through the system. There is still considerable customization to be done, but I'm liking what I am seeing. The testing I've done so far is flawlessly assigning precincts since this system uses GIS as opposed to block range. We are having a few issues with the underlying GIS data identifying mixed use buildings (i.e. building that have both commercial and residential in the same address) as commercial properties; when a commercial address is shown, it forces the operator to override it to register. Everyone Counts is aware of this and is working on a solution.
- The coordinator of elections has approved our new absentee affidavit envelopes. A sample of the new absentee affidavit is included in your packet; the existing one is also included. The existing affidavit requires a college senior reading level to comprehend; ours is at a 7th grade reading level. We have received verbal approval for the language on the back of the new VR cards; we are still exploring the best way to create these. We are looking at integrated cards, perforated 8 ½" x 11" pages and pre-printed postcards or one-third sheet cards. IT is working to source the scanners, bar code scanners and printers that we will need.
- The Memphis Police Association will be circulating petitions for a sales tax increase; they want to have this on the ballot in November. This will mean that we will likely have to verify about 50,000 signatures in June/July.
- Days to Upcoming Events:
 - 2018 County Primary Election – 63 Days
 - 2018 Primary and County General Election – 156 Days
 - 2018 General Election – 252 Days