



Henry F Curtis, IV, Chairman

Anthony W. Perlatti, Director

Inajo Davis Chappell, Board Member

Anthony Kaloger, Deputy Director

Terence M. McCafferty, Board Member

Lisa M. Stickan, Board Member

MEETING AGENDA

February 20, 2024

9:30 a.m.

THE PLEDGE OF ALLEGIANCE

ADMINISTRATIVE

1. Approval of the minutes from the January 2, 2024, and January 23, 2024, board meetings
2. Acknowledgment of Secretary of State Directive, Advisory, and Memorandum:
 - a. Directive 2024-03: March 19, 2024 Primary Election Canvass Instructions
 - b. Advisory 2024-01: House Bill 33 ("H.B. 33") and the Data Analysis Transparency Archive Act ("DATA Act") Implementation
 - c. Memorandum 2024-01: Responsibilities of Sheriffs and Police in the March 19, 2024 Primary Election (confidential – not for disclosure)

BALLOT

3. Acknowledgment of the Ballot Proofs for the March 19, 2024, Presidential Primary Election, in accordance with the Ballot Proofing Policy approved by the Board at the March 12, 2021, Board Meeting
4. Final approval of the ballot order for the March 19, 2024, Presidential Primary Election

CANDIDATE & PETITION SERVICES

5. Acknowledgment of resignations from and appointments to elected office

ELECTION OFFICIALS

6. Authorization to pay: 290 Voting Location Managers x \$275 = \$79,750; 313 Voting Location Deputies x \$275 = \$86,075; 3,168 Precinct Election Officials x \$250 = \$792,000; 150 Election Substitute Officials x \$100 = \$15,000 for the March 19, 2024, Presidential Primary Election

ELECTION SUPPORT

7. Authorization to process payment in the amount not to exceed \$45,660.00 for 96 private voting locations, including four (4) CMHA properties, being used for the March 19, 2024, Presidential Primary Election
8. Final authorization for the allocation of voting booths for the March 19, 2024, Presidential Primary Election. Allocation quantities are based on one voting booth for every 175 registered voters per polling location. A total of 4,841 voting booths will be allocated + 705 ClearCast Go scanners + 290 ADA ClearAccess voting units and 1,169 Electronic Poll Books

Video of this meeting can be viewed at <https://www.youtube.com/CuyahogaCountyBOE>

¹Please email mbejjani@cuyahogacounty.gov or dwhite1@cuyahogacounty.gov with your name and the nature of your comment so we can fully assist you.

FISCAL

9. Approval of Resolutions and/or vouchers for
 - a. FIS-V-A) Clear Ballot Group, Inc.
 - b. FIS-V-B) Law Enforcement Management Solutions (“LEMS”)
10. Approval of Resolution and contract for FIS-C-A) Runbeck Election Services

HUMAN RESOURCES

11. Approval of the personnel agenda

NEW BUSINESS

- March 19, 2024, Presidential Primary Election Update
- Voter education update
- Voters registered at post office boxes

PUBLIC COMMENT¹

EXECUTIVE SESSION

Discussion of personnel issues (to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official) and disputes involving the public body that are the subject of pending or imminent court action.

2024 Board Meeting Schedule

February 2024

Tuesday, February 20th @9:30 a.m. February Board Meeting

March 2024

Friday, March 15th @9:30 a.m. Meeting for the March 19, 2024 Presidential Primary Election

Tuesday, March 19th March 19, 2024 Presidential Primary Election

April 2024

Monday, April 1st @9:30 a.m. Provisional verification for the March 19, 2024 Presidential Primary Election

Tuesday, April 9th @9:30 a.m. Certification of the March 19, 2024 Presidential Primary Election

May 2024

Tuesday, May 7th @9:30 a.m. May Board Meeting

June 2024

Tuesday, June 11th @9:30 a.m. June Board Meeting

July 2024

Tuesday, July 16th @9:30 a.m. July Board Meeting

August 2024

Tuesday, August 6th August 6, 2024 Special Election

Monday, August 19th @9:30 a.m. Certification of candidates and issues for the November 5, 2024 General Election

September 2024

Monday, September 9th @9:30 a.m. Certification of remaining issues, charter amendments, and write in candidates for the November 5, 2024 General Election

October 2024

Tuesday, October 8th @9:30 a.m. October Board Meeting

November 2024

Friday, November 1st @ 9:30AM Meeting for the November 5, 2024 General Election

Tuesday, November 5th November 2, 2024 General Election

Monday, November 18th @9:30 a.m. Provisional Verification for the November 5, 2024 General Election

Tuesday, November 26th @9:30 a.m. Certification of the November 5, 2024 General Election

December 2024

Thursday, December 12th @9:30 a.m. December Board Meeting

Agenda Item

#1

VOTE CUYAHOGA COUNTY BOARD OF ELECTIONS

**Board Meeting
1/2/2024**

Attending:

Henry F Curtis, IV, Chairman
Inajo Davis Chappell, Board Member
Lisa M. Stickan, Board Member
Terence M. McCafferty, Board Member
Anthony Perlatti, Director
Tony Kaloger, Deputy Director

Mary Bejjani, Clerk to the Board
Skip White, Clerk to the Board

The Cuyahoga County Board of Elections Meeting began at 9:33 a.m. Hereinafter referred to as the CCBOE/Board.

Chairman Curtis noted that all Board Members were in attendance.

Agenda Item 1: Approval of the minutes from the November 28, 2023, board meeting

Chairman Curtis moved to approve the minutes from the November 28, 2023, board meeting. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 2: Acknowledgment of Secretary of State Directives: Directive 2023-21; Chapter 1 Introduction: Directive 2023-22; Chapter 2 Board of Elections Organization and Operations: Directive 2023-23; Chapter 3 Security: Directive 2023-24; Chapter 4 Voter Registration: Directive 2023-25; Chapter 5 Ballots: Directive 2023-26; Chapter 6 Precincts, Polling Locations, and Precinct Election Officials: Directive 2023-27; Chapter 7 Absentee Voting: Directive 2023-28; Chapter 8 Provisional Voting: Directive 2023-29; Chapter 9 Election Day Voting: Directive 2023-30; Chapter 10 Canvassing the Vote: Directive 2023-31; Chapter 11 Post-Election Activities: Directive 2023-32; Chapter 12 Voting Systems: Directive 2023-33; Chapter 13 Petitions: Directive 2023-34; Chapter 14 Candidates: Directive 2023-35; Chapter 15 Political Parties: Directive 2023-36; Chapter 16 Statewide Initiative and Referendum: Directive 2023-37; Chapter 17 Miscellaneous Duties: Directive 2023-38; Updated Election Official Manual: Directive 2023-39; Examination and Verification of Petitions Filed with the Secretary of State's Office

Chairman Curtis moved to acknowledge Secretary of State Directives: Directive 2023-21; Chapter 1 Introduction: Directive 2023-22; Chapter 2 Board of Elections Organization and Operations: Directive 2023-23; Chapter 3 Security: Directive 2023-24; Chapter 4 Voter Registration: Directive 2023-25; Chapter 5 Ballots: Directive 2023-26; Chapter 6 Precincts, Polling Locations, and Precinct Election Officials: Directive 2023-27; Chapter 7 Absentee Voting: Directive 2023-28; Chapter 8 Provisional Voting: Directive 2023-29; Chapter 9 Election Day Voting: Directive 2023-30; Chapter 10 Canvassing the Vote: Directive 2023-31; Chapter 11 Post-Election Activities: Directive 2023-32; Chapter 12 Voting Systems:

Narrative that is underlined in the CCBOE minutes relates to a motion that was acted on by the Board.

Directive 2023-33; Chapter 13 Petitions: Directive 2023-34; Chapter 14 Candidates: Directive 2023-35; Chapter 15 Political Parties: Directive 2023-36; Chapter 16 Statewide Initiative and Referendum: Directive 2023-37; Chapter 17 Miscellaneous Duties: Directive 2023-38; Updated Election Official Manual: Directive 2023-39; Examination and Verification of Petitions Filed with the Secretary of State's Office. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 3: Certification of the Post-Election Audit Summary from the September 12, 2023, Primary Election and November 7, 2023, General Election

Director Perlatti presented information from the board packet regarding the certification of the Post-Election Audit Summary from the September 12, 2023, Primary Election and the November 7, 2023, General Election.

Chairman Curtis moved to certify the Post-Election Audit Summary from the September 12, 2023, Primary Election and the November 7, 2023, General Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 4: Acknowledgment of resignations from elected office

Chairman Curtis moved to acknowledge the resignations from elected office, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 5: Acknowledgment of withdrawals from the March 19, 2024, Presidential Primary Election

Cuyahoga County Assistant Prosecuting Attorney Mark Musson stated the question was raised whether individuals who voted in other party primaries in 2021 were eligible under Ohio Revised Code Section 3513.191 to run in the Republican Party committee races. The Statute provides that anyone who had voted in the other party's Primary in the current year or the two prior calendar years is disqualified as a candidate in the other party's Central Committee or in that party's Primary. He said the question arose: what is the current year, is it the filing deadline for the Declaration of Candidacy, which was December 20, 2023, or the date of the board meeting to certify the candidates, which is the 77th day before the Primary, which is January 2, 2024? Mr. Musson stated the Statute precludes an individual from becoming a candidate if they voted in the other party's Primary in the current year or two preceding calendar years. A candidate being certified by the Board in 2024 establishes the current year, and the two preceding years are 2023 and 2022. Any primaries beyond that are outside the lookback window. The Board discussed the CCBOE's past practices, the opinion of legal counsel, and the guidance from the Secretary of State's office.

Chairman Curtis moved to acknowledge the withdrawals from the March 19, 2024, Presidential Primary Election, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 6: Certification of Candidates for the March 19, 2024, Presidential Primary Election

Prior to the certification of candidates, Brent Lawler, Candidate and Petition Services Manager, presented information from the Board Materials regarding Petitions for Board Review. Based on the Board's discussion on Agenda Item 5, two individuals voted as Democrats in the two preceding years and should not be certified for the March 19, 2024, Presidential Primary Election. He stated the two

individuals were Justyn Anderson, County Central Committee, East Cleveland-02-D, and Brian K. White, Sr. County Central Committee, East Cleveland-04-B.

Chairman Curtis moved to certify Ephraim Abdullah, Eric Brewer, Nicole Howell, Sherrie Kantarovich, Benjamin Rosenberg, Bob Saffold-State Central Committee, Man and Bob Saffold for County Central Committee. Chairman Curtis also moved to exclude Justyn Anderson, County Central Committee, and Brian K. White, Sr., County Central Committee, from the ballot. Board Member Davis Chappell seconded. The motion passed unanimously.

Mr. Lawler stated two candidates did not have the minimum qualifying signatures: James Hemphill, U.S. Representative, District 11, and Patrick Tovey, County Council, District 4.

Mr. Hemphill's petition was three signatures short of the required amount. Mr. Hemphill addressed the Board and provided affidavits for six petition signatures. Board Member Davis Chappell made a motion to accept the evidence based on the affidavits and voter information of Charlotte Miles, Danielle Thomas, Kaletha Hill-Davis, Carol Starre-Kmiecik, and Mary Ellen Schron cure the issue of the three signatures needed to validate the petition. Chairman Curtis seconded. The motion passed unanimously.

Chairman Curtis noted that Mr. Tovey was not present at the Board Meeting. Chairman Curtis moved to not certify Patrick Tovey to the ballot for the March 19, 2024, Presidential Primary. Board Member Davis Chappell seconded. The motion passed unanimously.

Mr. Lawler stated that a local option petition for Imposters, LTD. did not have the required number of valid signatures. The petition was four signatures short, and the petitioners were unable to secure affidavits in time for the Board Meeting. Chairman Curtis moved that Imposters, LTD should not be certified for the March 19, 2024 Primary Election ballot. Board Member Davis Chappell seconded. The motion passed unanimously.

Mr. Lawler stated three candidates did not completely list the required City/Ward/Precinct on their petitions. He said Jack M. Bacci, Cuyahoga Heights-00-A; Maria E. Bigham, Cleveland-11-I; and Rachel Kabb Effron, Woodmere-00-A, should not be certified to the ballot. Chairman Curtis moved that Jack M. Bacci, Maria E. Bigham, and Rachel Kabb Effron should not be certified for the March 19, 2024, Primary ballot. Board Member Davis Chappell seconded. The motion passed unanimously.

Mr. Lawler stated that Tina Barhams, Cleveland-08-C, listed her address as Euclid rather than her actual city, Cleveland, which is the address listed on her voter registration. Since the address does not match, the Board was asked not to certify Ms. Barhams to the ballot. Board Member Davis Chappell asked if Ms. Barhams was notified. Mr. Lawler stated everyone was contacted by phone and email. Chairman Curtis moved that Tina Barhams should not be certified for the March 19, 2024, Primary Election ballot. Board Member Davis Chappell seconded. The motion passed unanimously.

Mr. Lawler stated that Krista Rodriguez listed the wrong precinct, Solon-04-B, on the County Central Committee declaration form, but Ms. Rodriguez lives in Solon-04-C. Therefore, it was recommended she not be certified to the ballot. Board Member Davis Chappell said it may seem hyper technical, but writing the correct precinct is a requirement of the law. Chairman Curtis moved that Krista Rodriguez should not be certified for the March 19, 2024, Primary Election ballot. Board Member Davis Chappell seconded. The motion passed unanimously.

Mr. Lawler stated that Amanda Kean, North Olmsted-02-A, and Edward Julian, Strongsville-02-B, should not be certified to the ballot, as their Declaration of Candidacy forms were received via USPS after the December 20, 2023 filing deadline. Chairman Curtis moved that Amanda Kean and Edward Julian not be certified to the March 19, 2024, Primary Election ballot. Board Member Davis Chappell seconded. The motion passed unanimously.

Chairman Curtis moved to certify the candidates listed in the Board materials for the March 19, 2024, Presidential Primary Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 7: Certification of Issues for the March 19, 2024, Presidential Primary Election

As provided in the meeting materials, Chairman Curtis moved to certify the Issues for the March 19, 2024, Presidential Primary Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 8: Approval of voucher and resolution for FIS-V-A) U.S. Postmaster

Patrick McAlea, Assistant Manager, Fiscal Services Department, presented the voucher and resolution for the U.S. Postmaster, as set forth in the board materials.

Chairman Curtis moved to approve the voucher and resolution for FIS-V-A) U.S. Postmaster, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 9: Approval of the personnel agenda

Chairman Curtis moved to approve the personnel agenda, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

NEW BUSINESS

Director Perlatti stated the Board certified the candidates and issues today. He said the deadline to file as a write-in candidate is January 8, 2024, and the charter amendment deadline is January 19, 2024. The certification of those items and a write-in protest hearing will take place at the Board Meeting on January 23, 2024. CCBOE staff will attend the Ohio Association of Election Officials (OAE) conference in Columbus from January 11, 2024, to January 13, 2024. Board Member Davis Chappell and Director Perlatti will be representing the CCBOE on two speaker panels. Director Perlatti added that the initial import of the ballot language will be completed by January 5, 2024, and then the layout of the proofing process will begin. He also stated poll worker training will soon be starting.

Board Member Davis Chappell stated that the Board received a letter dated December 13, 2023, from the Chair of the U.S. House of Representatives, Committee on House Administration. They were made aware that a reported 903 votes were not counted on Election night because of the damage to the USB memory stick for the city of Bay Village. She asked if the CCBOE would be responding to the letter. Director Perlatti said there would be an acknowledgment response, which would be shared with the Board.

PUBLIC COMMENT

Pamela Pinkney Butts provided public comment regarding items on the agenda.

Donna Walker Brown provided public comment regarding protesting an acceptance of a candidate withdrawal and public records requests.

Bob Saffold provided public comment on the certification of candidates.

EXECUTIVE SESSION

There was no executive session.

Chairman Curtis moved to adjourn the meeting at 10:54 a.m. Board Member Davis Chappell seconded. The motion passed unanimously.

Certification: I have reviewed the above minutes and certify that they are an accurate summary of the actions taken by the Cuyahoga County Board of Elections at its meeting held on January 2, 2024.

Henry F Curtis, IV, Chairman

Henry F Curtis, IV

Inajo Davis Chappell, Board Member

Terence M. McCafferty, Board Member

Terence M. McCafferty

Lisa M. Stickan, Board Member

Lisa M. Stickan

Anthony Perlatti, Director

Anthony Perlatti

VOTE CUYAHOGA COUNTY BOARD OF ELECTIONS

**Board Meeting
1/23/2024**

Attending:

Henry F Curtis, IV, Chairman
Inajo Davis Chappell, Board Member
Terence M. McCafferty, Board Member
Anthony Perlatti, Director
Tony Kaloger, Deputy Director

Mary Bejjani, Clerk to the Board
Skip White, Clerk to the Board

The Cuyahoga County Board of Elections Meeting began at 9:30 a.m. Hereinafter referred to as the CCBOE/Board.

Chairman Curtis noted that Board Members Davis Chappell and McCafferty were in attendance. Board Member Stickman was excused from today's meeting.

Agenda Item 1: Approval of the minutes from the December 18, 2023, board meeting

Chairman Curtis moved to approve the minutes from the December 18, 2023, board meeting. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 2: Acknowledgment of Secretary of State Directive 2024-02: Ballots for March 19, 2024, Primary Election

Chairman Curtis moved to acknowledge Secretary of State Directive 2024-02: Ballots for March 19, 2024, Primary Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 3: Certification of the Post-Election Audit Summary for the December 5, 2023, East Cleveland Recall Election

Brian Cleary, Ballot Department Manager, presented information from the board materials regarding the Post Election Audit Summary for the December 5, 2023, East Cleveland Recall Election.

Chairman Curtis moved to certify the Post-Election Audit Summary for the December 5, 2023, East Cleveland Recall Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Items 4-5

Chairman Curtis said that on January 22, 2024, after the close of business, the CCBOE received withdrawal notices from Donna Walker-Brown for the protests against Nathaniel Hartfield and Terrence Upchurch. Chairman Curtis stated there will not be protest hearings regarding Agenda Items

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4 and 5. Mr. Hartfield and Mr. Upchurch would be certified to the March 19, 2024, Presidential Primary ballot.

Agenda Item 4: Protest hearing filed by Donna Walker-Brown regarding the candidacy of Nathaniel Hartfield, candidate House District 20, State Representative

Agenda Item 5: Protest hearing filed by Donna Walker-Brown regarding the candidacy of Terrence Upchurch, candidate House District 20, State Representative

Agenda Item 6: Acknowledgment of appointments to elected office

Chairman Curtis moved to acknowledge the appointment to elected office, as provided in the Board Materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 7: Acknowledgment of candidate withdrawals from the March 19, 2024, Presidential Primary Election

Chairman Curtis moved to acknowledge the candidate withdrawals from the March 19, 2024, Presidential Primary Election, as provided in the Board Materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 8: Certification of Write-In Candidates for the March 19, 2024, Presidential Primary Election

Chairman Curtis moved to certify the Write-In Candidate for the March 19, 2024, Presidential Primary Election, as provided in the Board Materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 9: Certification of Charter Amendments for the March 19, 2024, Presidential Primary Election

Chairman Curtis moved to certify the Charter Amendments for the March 19, 2024, Presidential Primary Election, as provided in the Board Materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 10: Acknowledgment of Precinct Election Official (PEO) Performance Report for the November 7, 2023, General Election

Marlene Robinson Statler, Election Officials Assistant Manager, presented information from the board materials regarding the Precinct Election Official (PEO) Performance Report.

Chairman Curtis moved to acknowledge the Precinct Election Official (PEO) Performance Report for the November 7, 2023, General Election, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 11: Approval of the personnel agenda

Chairman Curtis moved to approve the personnel agenda, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Walk on agenda item

Shaunquitta Walker, Fiscal Services Manager, stated the walk-on item is the resolution and voucher for Tenex Software Solutions for the annual license and maintenance fee for poll worker training, in the amount not to exceed \$30,000.

Chairman Curtis moved to approve Resolution R2024-01-23-FIC-V to pay the annual license and maintenance fee for Tenex University online poll worker training, as set forth in the board materials. Board Member Davis Chappell seconded. The motion passed unanimously.

NEW BUSINESS

Director Perlatti stated the polling location managers and deputies are required to attend in-person training for the March 19, 2024, Presidential Primary Election. The training began the weekend of January 20, 2024, and 83 people did attend the first day of training. The CCBOE focused the training on items from the November 2023 lessons learned. Returning poll workers will not have to undergo training, but the CCBOE offers Zoom classes the week before the Election as a refresher. There are also Practice Make Perfect sessions and online tools available. The CCBOE has had 1,700 people commit to working, 53% of the hiring goal. Director Perlatti said any new hire election workers will attend full in-person training. The polling locations have been solidified for the Primary Election. He said that with the Election being in March versus May, there were some polling location changes, including using a new community center in Mayfield Heights. Director Perlatti said the Euclid schools initially committed to being polling locations at the beginning of January. They have now notified the CCBOE that they are no longer interested in having polling locations. Director Perlatti said Euclid has eleven polling locations, six at the schools. The CCBOE has notified the schools that it is too late to make any changes. Director Perlatti has contacted the Mayor of Euclid to make them aware. Board Member Davis Chappell said there is a statute that the school is obligated to follow the statute. Director Perlatti stated any public entity that takes tax dollars has an obligation to be a poll place per the Ohio Revised Code. Director Perlatti said the Ballot Department is working on ballot proofing, which is on track and going well. Three charter amendments from Chagrin Falls came in by the deadline, and the CCBOE is waiting on the Spanish translation. The Ballot Department will go into overtime status for proofing as the ballots need to be ready by Friday, February 2, 2024, the opening of UOCAVA voting. He said parking for the March 19, 2024, Presidential Primary Election would include using the back parking lot for both ADA and non-ADA parking for the entire cycle. Campus International School has also agreed to be used for overflow parking. There will be three weekend voting days before the Election, including Saturday, March 9, 2024, Saturday, March 16, 2024, and Sunday, March 17, 2024. Board Member Davis Chappell said Campus International has been a great partner in helping the CCBOE by providing additional parking. Director Perlatti said on Thursday, February 22, 2024, the CCBOE will have a joint conference call with the Secretary of State's (SOS) office and Clear Ballot to discuss Election Night Reporting and what Clear Ballot needs to do to get the CCBOE prepared to timely and correctly report the Election results. He said there were discussions in previous Board Meetings of what the CCBOE was up against, and the SOS has the same concerns as the CCBOE. Director Perlatti stated the CCBOE appreciates the SOS's partnership in working with the vendor to ensure it happens.

Deputy Director Kaloger stated on February 8, 2024, and February 9, 2024, the CCBOE will be holding voter education sessions at eight libraries throughout the County. Voters can get information regarding the March 19, 2024, Presidential Primary, have an opportunity to register to vote, update their registration address, and receive or complete vote-by-mail ballot application. The full schedule with times and locations will be on the website. The CCBOE will also be publicizing the voter education series with the media, through both the CCBOE and the libraries. Board Member Davis

Chappell asked if Cleveland libraries were included. Director Perlatti said Community Outreach will also be reaching out to the Cleveland Public Library.

Deputy Director Kaloger said the CCBOE Public Test of tabulation equipment is conducted before every election. For the March 19, 2024, Presidential Primary Election, the public test will be on Friday, February 16, 2024, at 9:30 a.m. at the CCBOE Ballot Tabulation Center, 3951 Perkins Avenue, Cleveland, Ohio, 44114. The SOS office requires the public test, allowing the public to observe how actual ballots are tested through the ballot scanners and the high-speed tabulation equipment. The CCBOE will work with the media to cover the event and invite the public, and both political parties will also be notified. He stated there are public concerns about election integrity and questions about the election process, and people will have the opportunity to see the precautions and things that are done ahead of time to verify the accuracy of the equipment and the ballot. In addition, attendees will be invited to observe the vote-by-mail process. They will be able to see all the steps and precautions that take place when a ballot application is received and how it is processed, verifying signatures, date of birth, etc. The public will see how effective the CCBOE equipment is during the processes. The CCBOE had previously done something similar, and it was very successful. The Director and Deputy Director feel that going into a presidential primary, it is especially important to be transparent, as the CCBOE always is, and also to educate the public. Director Perlatti added that the CCBOE has received about 500 vote-by-mail ballot applications. Once the polling locations are finalized, the ballot applications will be inputted. The Voter Information Guide will be mailed on February 21, 2024, one week before the absentee opening. He said the number one error in a primary election is the need to select the ballot type, and the voter must mark what kind of ballot should be mailed. The CCBOE is publicizing the importance of marking the information correctly on the ballot application to prevent any delays in mailing out the ballot.

Chairman Curtis congratulated and commended Board Member Davis Chappell and Director Perlatti for their presentations at the OAE0 conference.

PUBLIC COMMENT

Twon Billings provided public comment regarding a Certificate of Appointment.

Tom Bullock provided public comment on candidate filings and withdrawals for primary elections.

EXECUTIVE SESSION

Director Perlatti requested a motion to go into executive session to share information and consider the purchase or acquisition of property for public purposes since the disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest. Board Chairman Curtis moved to go into executive session at 10:00 a.m. Board Member Davis Chappell seconded and a roll call vote taken, and each Board Member voted in the affirmative.

At 10:55 a.m., after returning from the executive session, Chairman Curtis stated the Board had come out of executive session and returning to the open session.

Chairman Curtis moved to adjourn the meeting at 11:02 a.m. Board Member Davis Chappell seconded. The motion passed unanimously.

Certification: I have reviewed the above minutes and certify that they are an accurate summary of the actions taken by the Cuyahoga County Board of Elections at its meeting held on January 23, 2024.

Henry F Curtis, IV, Chairman

Inajo Davis Chappell, Board Member

Terence M. McCafferty, Board Member

Lisa M. Stickan, Board Member

Anthony Perlatti, Director

Agenda Item #2

a)

RELEASED: February 8, 2024

SUMMARY

- *Directive 2024-03* outlines the procedures the CCBOE must follow when conducting both the Unofficial and Official Canvasses for the March 19, 2024 Primary Election.
- The CCBOE must review the number of ballots cast by precinct in the most recent similar election and take into consideration projected turnout, local factors, etc., when determining Election Day ballot quantities.
- For both the unofficial and official canvasses, the CCBOE must report the delegate vote total for each presidential candidate to the most populous county of each congressional district.
- After the CCBOE has uploaded its first summary election results on Election Night, it must report every “half-hour” starting at **8:15 p.m.** It must also provide required supplemental statistics after reporting the county’s last precinct.
- When curing a provisional ballot for a lack of photo ID, a voter must show a valid form of photo ID. A copy of an ID or writing the Ohio driver license or state ID card number is *not* sufficient.
- The CCBOE *must* conduct a post-election audit after the March 19, 2024 Primary Election. The SOS will provide additional instructions after the Unofficial Canvass.
- The CCBOE is required by law to retain all ballots (both used and unused) for 22 months following the March 19, 2024 Primary Election.
- **Important dates include:**
 - ***Post-Election Cure Period:*** March 20th thru March 23rd (8 a.m. to 5 p.m.).
 - ***Official Canvass:*** The CCBOE *may* begin the Official Canvass starting Sunday, March 24, and complete it by Tuesday, April 9.
 - ***Voter History:*** Must be uploaded no later than 14 days after official certification.

PART ONE – BALLOT QUANTITIES AND IMPORTANT REMINDERS

While voter participation in primary elections can vary, turnout in presidential election years often trends higher. Proper preparation ensures that boards are ready to meet the anticipated demand, including the availability of adequate ballot quantities. Accordingly, it is the responsibility of the board of elections, directors, and deputy directors to determine ballot quantities and machine allocation.

I. OPTICAL SCAN COUNTIES – ON DEMAND BALLOTS

The CCBOE must ensure it has a sufficient inventory of printers, ballot stock, and printer consumables (e.g., toner, fusers, etc.) to print additional ballots on Election Day if necessary.

II. OPTICAL SCAN COUNTIES – PRE-PRINTED STOCK

Since the CCBOE is using pre-printed ballot stock, it is required to provide at least one percent (1%) more ballots or stock for the printing of the ballots than the total number of voters registered in the precinct.

III. DIRECT RECORDING ELECTRONIC (“DRE”) VOTING MACHINE COUNTIES

N/A for Cuyahoga County

IV. ALL COUNTIES

The CCBOE should keep in mind that electors may switch parties in the upcoming primary election. Additionally, it should be mindful that voter registration activity – both new registrations and changes of address – often surges immediately preceding the close of registration before an election.

V. PROVISIONAL BALLOTS AND SUPPLIES

The CCBOE is recommended to provide at least 20% more ballots and envelopes than the number of provisional ballots cast by party in the most recent similar election.

VI. ELECTRONIC POLLBOOK REMINDERS

Boards that use electronic pollbooks must have a paper pollbook to serve as a backup for each electronic pollbook at each check-in station within a polling location.

PART TWO – UNOFFICIAL CANVASS

The Unofficial Canvass of the March 19, 2024 Primary Election must be conducted on Election Night in accordance with processes and procedures outlined in the Election Official Manual.

I. PROCESSING ABSENTEE BALLOTS

The CCBOE may begin processing (including scanning, but not tabulating) absentee ballots February 21. It is prohibited from tabulating any absentee ballot prior to 7:31 p.m. on Election Day.

II. ELECTION NIGHT REPORTING (“ENR”)

The CCBOE must use the SOS County Submission System (“CSS”) to provide summary results for the following races:

- President of the United States;
- United States Senator;
- United States Representative to Congress;
- Justice of the Supreme Court (Full term commencing 1-1-2025);
- Justice of the Supreme Court (Full term commencing 1-2-2025);
- Justice of the Supreme Court (Unexpired term ending 12-31-2026);
- Judge of the Court of Appeals;
- State Senator;
- State Representative; and
- Countywide Offices.

A. INITIAL REPORTING

The CCBOE must log into the CSS no later than 7:45 p.m. on March 19. It must upload vote totals for absentee ballots by 8 p.m. The board must enter zero (0) precincts reporting when it uploads its first absentee results.

B. REPORTING SCHEDULE

ENR begins with the first upload of absentee results by 8 p.m. and will continue at the assigned time throughout the night. *After the CCBOE has uploaded its first summary election results, it must report every “half-hour,” starting at 8:15 p.m.*

Once 100 percent of the precincts have been reported, the CCBOE must enter final vote tallies into its ENR System.

C. SUPPLEMENTAL STATISTICS

The CCBOE must provide supplemental statistics upon reporting the county’s last precinct or shortly thereafter.

III. SUMMARY AND FINAL REPORTS

The CCBOE must follow the procedures for reporting summary results and submitting final summary reports in *even-numbered year elections*. The required reports and forms are:

1. Unofficial Vote Total Summary Report;
2. Group Detail Report (if not included with Summary Report);
3. Write-In Report;
4. Most Populous Report(s) (if applicable); and
5. Signature Form.

All reports must be emailed to Results@OhioSoS.gov.

IV. VOTE TOTALS FOR PRESIDENTIAL DELEGATES

Voters elect **Republican** candidates for president through *both* delegates at-large and congressional district delegates. Voters elect **Democratic** candidates for president through *only* delegates at-large. Therefore, only the results for the Democratic delegates at-large will be reported through the ENR system.

However, the Ohio Democratic Party’s delegate selection rules allocate convention delegates according to each presidential candidate’s results in each congressional district. Thus, the Ohio Democratic Party requests that vote totals for delegates pledged to Democratic candidates for president be centrally reported to the SOS.

For both the unofficial and official canvasses, the CCBOE must report the delegate vote total for each presidential candidate to the most populous county of each congressional district.

PART THREE – POST-ELECTION CURE PERIOD

I. DAYS AND HOURS

The CCBOE must be open to the public to allow voters to cure a deficiency on an absentee or provisional ballot on the following days:

- Wednesday, March 20, 2024: 8 a.m. to 5 p.m.
- Thursday, March 21, 2024: 8 a.m. to 5 p.m.
- Friday, March 22, 2024: 8 a.m. to 5 p.m.
- Saturday, March 23, 2024: 8 a.m. to 5 p.m.

If the CCBOE has no voters with a deficiency, or all deficiencies have been cured after Election Day, the CCBOE may return to its normal operating hours.

II. AFFIDAVITS OF RELIGIOUS OBJECTION

A provisional voter who failed to provide photo ID has four (4) days after Election Day to either appear at the CCBOE to show photo ID or complete an affidavit of religious objection (Form 12-0).

III. EXAMINING AND COUNTING PROVISIONAL BALLOTS

CCBOE staff, working in bipartisan teams, may begin examining provisional ballot envelopes the day after the election. However, the CCBOE must not examine the provisional ballot affirmation of any provisional ballot cast by an individual who must provide photo ID, complete an affidavit of religious objection, or provide additional information to determine the individual's eligibility until the individual does so or until the 8th day after Election Day, whichever is earlier.

IV. CURING ABSENTEE BALLOT DEFECTS

The CCBOE must provide an absentee voter the ability to cure any defects in their ID envelope by issuing **Form 11-S**. The absentee voter *must* provide the necessary information in writing on **Form 11-S**, either by in-person delivery or by mail by the 4th day after the election (**March 23**).

PART FOUR – OFFICIAL CANVASS

I. TIMELINE FOR COUNTING AND OFFICIAL CERTIFICATION

The CCBOE *must* begin counting cured absentee ballots and absentee ballots that arrive after Election Day no later than **March 24**. It *may* begin the Official Canvass starting the 5th day after the election (**March 24**), and it must have completed it by **April 9**.

II. INSTRUCTIONS FOR OFFICIAL CANVASS

The CCBOE must reconcile results with records from the poll books and the voter registration system to ensure that only one ballot per voter is counted.

III. FORMS FOR OFFICIAL CERTIFICATION

All certifications and reports must be signed by the appropriate CCBOE personnel before being submitted to the SOS.

A. CERTIFICATION AND REPORTING OF OFFICIAL RESULTS

After the CCBOE completes its Official Canvass, it must email Results@OhioSoS.gov and attach the following:

1. Official Vote Total Summary Report;
2. Group Detail Report (if not included with Summary Report);
3. Signature form;
4. Report forms;
5. Electronic turnout detail by precinct;
6. Statement of Votes Cast ("SOVC") report; and
7. Absentee and provisional ballot report.

B. CERTIFICATE OF OFFICIAL SUMMARY RESULTS FOR LIQUOR OPTION QUESTIONS AND LOCAL QUESTIONS AND ISSUES

The CCBOE must send a completed copy of Form 126-B to the SOS and the Ohio Division of Liquor Control. If the CCBOE is the most populous county for a tax levy or bond issue, it must send the certified results to:

- The county auditor of each county in which the election was held.
- The fiscal officer of the subdivision in which the election was held.
- The Tax Commissioner of the State of Ohio.
- The SOS.

If the CCBOE is the most populous county for a school district income tax contest, it must send the certified results to:

- The board of education that placed the issue on the ballot.
- The Tax Commissioner of the State of Ohio.
- The SOS.

PART FIVE - POST-CERTIFICATION REQUIREMENTS

I. CERTIFICATIONS OF ELECTION

The CCBOE must follow the instructions for issuing certificates of election that are contained in the EOM. It may not issue a certificate of election in a contest for which a recount is requested, or conducted automatically, until after the recount is complete.

II. RECOUNTS

The deadline for a candidate or group to request a recount is five days after the certification of official results. A recount must take place no later than 10 days after an application for a recount is filed or an automatic recount is declared.

III. POST-ELECTION AUDITS

The CCBOE *must* conduct a post-election audit after the March 19, 2024 Primary Election. The SOS will provide additional instructions after the Unofficial Canvass.

IV. VOTER HISTORY

The CCBOE *must* upload voter history to the Statewide Voter Registration Database no later than 14 days after the board's official certification.

V. RETENTION OF BALLOTS

The CCBOE is required by law to retain all ballots (both used and unused) for 22 months following the March 19, 2024 Primary Election.

DIRECTIVE 2024-03

February 8, 2024

To: All County Boards of Elections
Board Members, Directors, and Deputy Directors

Re: March 19, 2024 Primary Election Canvass Instructions

SUMMARY

This Directive outlines the procedures that boards of elections must follow when conducting both the unofficial and the official canvasses of the March 19, 2024 Primary Election.¹

To assist boards of elections with any problems, questions, or concerns on Election Day, the Secretary of State's office is staffed on Election Day from 6:00 a.m. until all boards report their unofficial results to our office. Boards should contact the Secretary of State's office using a dedicated telephone number that will be emailed before March 19, 2024.

All Directors, Deputy Directors, and Board Members must ensure that they are able to receive emails via their .gov address and other communications sent from the Secretary of State's office on March 19, 2024 (including after the polls close).

PART ONE - BALLOT QUANTITIES AND IMPORTANT REMINDERS

While voter participation in primary elections can vary, turnout in presidential election years often trends higher. Boards should be prepared to consider all factors, including other statewide and local contests, that might influence turnout within your county. Proper preparation ensures that boards are ready to meet the anticipated demand, including the availability of adequate ballot quantities.

When preparing for the March 19, 2024 Primary Election, the board must review [Chapter 5, Section 5.07](#) of the Election Official Manual ("EOM") regarding ballot quantities. As stated in the EOM:

Providing ballots is one of the most essential duties of a board of elections. It is not acceptable for a board to run out of ballots for an election. Likewise, it is unacceptable for a board, its director, or deputy director to delegate to any other

¹ Please note that counties holding the 6th Congressional District Special Primary Election will also follow the same procedures and timelines in this Directive.

person or entity the authority and responsibility for determining ballot quantities and machine allocation.

Accordingly, it is the responsibility of the board of elections, directors, and deputy directors to determine ballot quantities and machine allocation.

I. OPTICAL SCAN COUNTIES – ON DEMAND BALLOTS

In addition to the statutory minimum,² each board must review the number of ballots cast in the precinct in the 2008, 2012, 2016, or 2020 primary election (whichever election had the most similar circumstances taking into consideration projected turnout, contests of interest, recent voter registration activity, and other local factors that could impact turnout) for the Democratic and Republican parties, and provide to each precinct a stock of optical scan ballots a recommended twenty percent (20%) more than the number of the ballots cast in the precinct in the most similar election.

In calculating the number of ballots cast in a precinct in a past election, the board should be mindful of any changes made to the precinct's boundaries and/or the number of electors assigned to the precinct since the election and adjust the number of additional ballots accordingly.

Whenever a board plans to use ballot-on-demand printers for any voting-related purpose, it must ensure that it has on hand a sufficient inventory of printers, ballot stock, and printer consumables (e.g., toner, fusers, etc.) and that each precinct is provided an adequate supply. If precinct officials request additional ballots, the board must provide those ballots in a timely manner so that all qualified electors who want to vote can do so.³ Additionally, boards must pre-print additional optical scan ballots beyond these minimums to accommodate the projected turnout, local contests of interests on each precinct's ballot, and recent voter registration activity.

II. OPTICAL SCAN COUNTIES – PRE-PRINTED STOCK

If a board of elections pre-prints the total stock of ballots to be used at a precinct on Election Day or if the board utilizes ballot marking devices or a hybrid voting system, the board is required to provide at least one percent (1%) more ballots or stock for the printing of the ballots than the total number of voters registered in the precinct.⁴

III. DIRECT RECORDING ELECTRONIC ("DRE") VOTING MACHINE COUNTIES

Boards of elections using DRE voting machines as their primary voting system on Election Day must deploy at least one DRE voting machine for every 175 registered voters in a precinct or voting location. The DREs must be programed to allow any voter assigned

² [R.C. 3505.11](#).

³ [R.C. 3505.11\(B\)\(2\)](#).

⁴ [R.C. 3505.11\(A\)](#).

to the location to vote on any machine in the location. There must never be fewer than three DRE machines in any precinct or voting location. The three DRE machines are a minimum; boards must allocate additional DREs to a polling location beyond these minimums to accommodate the projected turnout, local contests of interest on each precinct's ballot, and recent voter registration activity.

These boards must provide sufficient supplies and equipment (e.g. paper for voter verified paper audit trail printers) so that voting may continue without undue delay resulting from missing or insufficient replacement supplies.

A board of elections using DREs as its primary voting system on Election Day must provide backup paper ballots for this election. Boards should determine the minimum number of optical scan ballots to provide for each precinct by multiplying the number of ballots cast in the precinct (public count) from the 2008, 2012, 2016, or 2020 primary election, whichever is most similar to the current set of circumstances taking into consideration projected turnout, contests of interest and recent voter registration activity, by fifteen percent (15%). This is the recommended minimum number of optical scan ballots to be provided for that precinct. Boards of elections may print ballots totaling more than the calculated minimum number.

IV. ALL COUNTIES

The ballot quantity and DRE allocation instructions are recommended minimums; boards must pre-print additional optical scan ballots beyond these minimum quantities or allocate additional DREs to accommodate the projected turnout, contests of interest on each precinct's ballot, and recent voter registration activity.

Boards of elections should keep in mind that electors may switch parties in the upcoming primary election. Additionally, boards of elections should be mindful that voter registration activity – both new registrations and changes of address – often surges immediately preceding the close of registration before an election. Boards of elections should take into consideration any increase in registration after the close of registration when determining ballot and precinct supplies minimum quantities.

No board of elections can rely solely on a ballot on demand printer to produce its stock of optical scan ballots on Election Day. A board of elections that utilizes a ballot on demand printer must ensure that it has a sufficient supply of blank ballot stock and toner on hand to print any additional ballots needed on Election Day beyond the requirements of state law and this Directive.

V. PROVISIONAL BALLOTS AND SUPPLIES

The board of elections is recommended to provide at least twenty percent (20%) more ballots and envelopes than the number of provisional ballots cast by party in that precinct at the 2008, 2012, 2016, or 2020 primary election, whichever is the most similar

election, considering the circumstances. Additionally, each board is recommended to provide to each precinct and/or polling location a stock of provisional ballot affirmation envelopes containing Secretary of State Form [12-B](#) that is greater than the number of provisional ballots being provided for this election. Additionally, any multi-precinct polling location must have a sufficient supply of Secretary of State Form [12-D](#).

VI. ELECTRONIC POLLBOOK REMINDERS

As a reminder, if a board of elections uses electronic pollbooks, the board must have a paper pollbook to serve as a backup for each electronic pollbook at each check-in station within a polling location. If the board's secondary method of checking in voters is by dividing the paper pollbooks alphabetically, then it is acceptable to have the backup paper pollbooks divided alphabetically. The board may decide to provide a full copy of the pollbook for each check-in station, but the board must develop a procedure to ensure a voter only receives one ballot. Boards of elections should consider the manner in which voters will be checked in to ensure accuracy and efficiency.

PART TWO - UNOFFICIAL CANVASS

The Unofficial Canvass of the March 19, 2024 Primary Election must be conducted on Election Night in accordance with state law⁵ and the processes and procedures outlined in [Chapter 10, Section 10.02](#) of the Election Official Manual. Each board must ensure all eligible Election Day and absentee ballots are tabulated and reported in its Unofficial Canvass. Boards must ensure all memory cards containing tabulated results are properly processed into its election management system. The board must have a document in place to ensure it meets this requirement (i.e., checklist or chart to check off when a memory card is processed).

The Unofficial Canvass must be conducted in full view of the members of the board of elections and any appointed observers, and the board must continuously count the ballots during the Unofficial Canvass.⁶

I. PROCESSING ABSENTEE BALLOTS

Boards of elections may begin processing (including scanning, but not tabulating) absentee ballots on February 21, 2024, the day after the close of voter registration. Boards must begin this process prior to Election Day to ensure the Unofficial Canvass includes all absentee ballots received by the close of polls on March 19, 2024. Ohio law prohibits boards from tabulating any absentee ballot prior to 7:31 p.m. on Election Day.⁷ If a court

⁵ [R.C. 3505.27](#) (counting regular ballots that were cast at precinct polling locations); [R.C. 3505.28](#) (ballots not counted); [R.C. 3509.06](#) (counting absentee ballots); [R.C. 3509.07](#) (rejection or challenge of absentee ballots); and [R.C. 3511.11- 3511.13](#) (uniformed service and overseas voter absentee ballots).

⁶ [R.C. 3505.27](#), [R.C. 3505.29](#), and [R.C. 3505.30](#).

⁷ [R.C. 3509.06\(F\)](#).

orders polls to remain open later than 7:30 p.m. on Election Day, boards will receive a directive with alternate instructions.

II. ELECTION NIGHT REPORTING ("ENR")

State law requires boards of elections to provide election results for certain contests to the Secretary of State's office.⁸ Election Night Reporting for the March 19, 2024 Primary Election will consist of results for following races:

- President of the United States;
- United States Senator;
- United States Representative to Congress;
- Justice of the Supreme Court (Full term commencing 1-1-2025);
- Justice of the Supreme Court (Full term commencing 1-2-2025);
- Justice of the Supreme Court (Unexpired term ending 12-31-2026);
- Judge of the Court of Appeals;
- State Senator;
- State Representative; and
- Countywide Offices.

All counties must use the Secretary of State's County Submission System ("CSS") to provide summary results on all candidates that appear on the county's ballot. The Secretary of State personnel assigned to each county board of elections and their contact information will be provided prior to March 19, 2024.

Although boards of elections will have access to manually hand-key the results at the time frames below, the upload tool allows each board to do this more efficiently and accurately by mitigating data entry errors. Boards must use the USB drives provided by the Secretary of State's office to ensure the security of the ENR system and election management system ("EMS"). The USB drives must be used only once.

For the Unofficial Canvass, boards must provide summary-level election results, rather than precinct-level results. Boards will upload precinct-level results for the Official Canvass.

A. INITIAL REPORTING

Each board must log in to the CSS no later than 7:45 p.m. on March 19, 2024. A board must immediately notify the Secretary of State personnel of delays in completing any portion of the results reporting activity.

Each board must upload vote totals for absentee ballots by 8:00 p.m., unless the voting system is technologically unable to do so. If necessary, partial absentee results may

⁸ [R.C. 3505.27\(C\)](#).

be uploaded by the county. If a board uploads partial absentee results at 8:00 p.m., it must not double-report the initial upload. Contact the board's voting system vendor if you need technical assistance. The board must enter zero (0) precincts reporting when it uploads its absentee results.

B. REPORTING SCHEDULE

ENR begins with the first upload of absentee results by 8:00 p.m. and will continue uploading results at the assigned time throughout the night. After the board uploads its first summary election results, it must report on the following time increment assigned to the county:

1. "Half-Hour" Counties

Allen, Ashtabula, Athens, Belmont, Butler, Clark, Clermont, Columbiana, Cuyahoga, Delaware, Erie, Fairfield, Franklin, Geauga, Greene, Hamilton, Hancock, Jefferson, Knox, Lake, Lawrence, Licking, Lorain, Lucas, Mahoning, Marion, Medina, Miami, Montgomery, Muskingum, Portage, Richland, Ross, Sandusky, Scioto, Stark, Summit, Trumbull, Tuscarawas, Union, Warren, Washington, Wayne, and Wood Counties.

"Half-hour" counties must report at each half hour beginning at **8:15 p.m.** and every half hour after (e.g., 8:45 p.m., 9:15 p.m., 9:45 p.m., etc.), and must continue reporting until all precincts report results.

A board must notify the Secretary of State personnel if it will be delayed in reporting results. Once one hundred percent (100%) of the precincts have reported, boards must enter final vote tallies into its CSS. The board does not have to wait until its designated reporting time before reporting the final results.

2. "Hourly" Counties

"Top-of-the-hour" counties (e.g., 8:00 p.m., 9:00 p.m., etc.): *Ashland, Auglaize, Brown, Champaign, Clinton, Crawford, Darke, Defiance, Fulton, Guernsey, Highland, Huron, Logan, Madison, Mercer, Morrow, Ottawa, Pickaway, Preble, Seneca, Shelby, and Williams Counties.*

"Bottom-of-the-hour" counties (e.g., 8:30 p.m., 9:30 p.m., etc.): *Adams, Carroll, Coshocton, Fayette, Gallia, Hardin, Harrison, Henry, Hocking, Holmes, Jackson, Meigs, Monroe, Morgan, Noble, Paulding, Perry, Pike, Putnam, Van Wert, Vinton, and Wyandot Counties.*

Note: "Bottom-of-the-hour" counties will report once at the "Top-of-the-hour" at 8:00 p.m. and then at the bottom hour as noted above.

"Hourly" counties must report summary election results at the top or bottom of every hour, as specified above, and continue until all precincts have reported. If the board reports more frequently, it must still report on the hour.

A board must notify the Secretary of State personnel if it will be delayed in reporting results. Once one hundred percent (100%) of the precincts have reported, boards must enter final vote tallies into its CSS. The board does not have to wait until its designated reporting time before reporting the final results.

C. SUPPLEMENTAL STATISTICS

Boards of elections must provide supplemental statistics upon reporting the county's last precinct or shortly thereafter. **Boards must promptly report vote totals, even if supplemental statistics are not yet available.** On Election Night, upload the election results, then submit the statistics when ready. The required supplemental statistics are as follows:

Counted Ballots

- Total Regular Election Day ballots cast and counted from Election Day precincts (do not include absentee).
- Total absentee ballots, including early in-person and by mail, counted.
- Total Regular Election Day and absentee ballots cast and counted as part of the Unofficial Canvass.

Outstanding Ballots

- Total number of outstanding absentee ballots (issued but not yet counted).
- Total number of provisional ballots (issued at the polls or the board office before or on Election Day).

III. SUMMARY AND FINAL REPORTS

Boards of elections must follow the procedures outlined in [Chapter 10, Section 10.02](#) of the Election Official Manual for reporting summary results and submitting final summary reports in even-numbered year elections. The required reports and forms (listed below) for the Unofficial Canvass as well as the instructions and deadline for submission will be provided to boards of elections via email before Election Day:

1. Unofficial Vote Total Summary Report;
2. Group Detail Report (if not included with Summary Report);
3. Write-In Report;
4. Most Populous Report(s) (when applicable); and
5. Signature Form.

In addition to the Unofficial Vote Total Summary Report submitted on Election Night, each board must print off the county results from the CSS via the "Current County Results" page and proof this report. The Unofficial Vote Total Summary Report, Group

Detail Report, **and** the Signature Form must be sent to Results@OhioSoS.gov. Instructions outlining this requirement will be provided separately. All final summary reports, and Group Detail Report must be transmitted to the Elections Division via email to Results@OhioSoS.gov.

On Election Night, once the Secretary of State's office receives, reviews, and compares the board's Unofficial Vote Total Summary Report and Group Detail Report, a Secretary of State staff member will contact the Director.

The Director and Deputy Director must not leave the office until Secretary of State staff contacts the Director to confirm that the board's reports have been received and reviewed to ensure the results match. The Director is responsible for releasing the board's staff.

IV. VOTE TOTALS FOR PRESIDENTIAL DELEGATES

Voters elect Republican candidates for president through both delegates at-large and congressional district delegates. Voters elect Democratic candidates for president through only delegates at-large. Therefore, only the results for the Democratic delegates at-large will be reported through the Election Night Reporting system. However, the Ohio Democratic Party's delegate selection rules allocate convention delegates according to each presidential candidate's results in each congressional district. Thus, the Ohio Democratic Party requests that vote totals for delegates pledged to Democratic candidates for president be centrally reported to the Secretary of State's office.

For both the unofficial and official canvasses, every board of elections must report the delegate vote total for each presidential candidate to the most populous county of each congressional district. The most populous county board of elections must report these vote totals to the Secretary of State's office via the same procedures as for any other multi-county office by Wednesday, March 20, 2024.

PART THREE - POST-ELECTION CURE PERIOD

I. DAYS AND HOURS

Each board of elections conducting an election must be open to the public on each of the four calendar days immediately following Election Day, and during the hours specified below, to allow voters to cure a deficiency on an absentee or provisional ballot, as provided for in state law:⁹

- | | |
|-----------------------------|-----------------------|
| • Wednesday, March 20, 2024 | 8:00 a.m. – 5:00 p.m. |
| • Thursday, March 21, 2024 | 8:00 a.m. – 5:00 p.m. |
| • Friday, March 22, 2024 | 8:00 a.m. – 5:00 p.m. |

⁹ [R.C. 3505.181\(B\)\(7\)](#) and [R.C. 3509.06\(D\)\(3\)](#).

- Saturday, March 23, 2024

8:00 a.m. – 5:00 p.m.

If a board of elections has no voters with a deficiency on their absentee or provisional ballot after Election Day (i.e., there is nothing *possible* to cure for any voter that cast a ballot in the election) or all deficiencies have been cured, the board may return to its normal operating hours for the remainder of the cure period.

II. AFFIDAVITS OF RELIGIOUS OBJECTION¹⁰

A provisional voter who failed to provide photo ID has four days after Election Day to either appear at the board of elections office to show photo ID or complete an affidavit of religious objection ([Form 12-O](#)). To cure a provisional ballot for lack of photo ID, it is not sufficient to provide a copy of the photo ID, the Ohio driver's license number or state ID card number, or the last four digits of the voter's Social Security Number. The voter must show photo ID (and not a copy) by the fourth day after Election Day. If the voter did not have a photo ID because of a religious objection to being photographed and the voter did not complete [Form 12-O](#) at the time they voted a provisional ballot, the voter must appear at the board office and complete the affidavit by the fourth day after Election Day (**Saturday, March 23, 2024**).

No later than 6:00 p.m. on Saturday, March 23, 2024, a board of elections must transmit the information in the completed affidavits to the Secretary of State's office, which then must consult the Bureau of Motor Vehicles' ("BMV") database to determine whether they issued a currently unexpired photo ID to that voter. The Secretary of State's office will complete this check no later than the seventh day after Election Day. The affidavit of religious objection is not valid if the BMV has issued a currently unexpired photo ID or if the last four digits of the voter's SSN provided on the affidavit do not match those digits in the Statewide Voter Registration Database ("SWVRD"). To compile the information for each voter, each board must supply the necessary data either by export from the voter registration system or completion of a spreadsheet that will be provided with instructions under separate cover.

III. EXAMINING AND COUNTING PROVISIONAL BALLOTS

Boards must follow the "Step-by-Step Process for Examining Provisional Ballots" accompanying this Directive. Board staff, working in bipartisan teams, may begin examining provisional ballot envelopes the day after the election, as long as the board has adopted a provisional ballot policy allowing its staff to do so. The bipartisan teams may categorize provisional ballots into groups of like ballots (e.g., ballots that have been verified and eligible to be counted, provisional affirmations that are missing the voter's signature, etc.) for the board to consider. However, the board must not examine the provisional ballot affirmation of any provisional ballot cast by an individual who must

¹⁰ [R.C. 3505.181](#), [R.C. 3505.182](#), [R.C. 3505.183](#), and [R.C. 3505.19](#).

provide photo ID, complete an affidavit of religious objection, or provide additional information to determine the individual's eligibility until the individual does so or until the eighth day after Election Day, whichever is earlier.¹¹

It is important to remember that only the board members themselves can determine the validity of each provisional ballot. The board must, by a majority vote, determine whether to accept and count the provisional ballots in a properly-noticed, public meeting. No provisional ballot envelope may be opened, and no provisional ballot counted, until the board has voted on the eligibility of every provisional ballot cast in the election.¹²

IV. CURING ABSENTEE BALLOT DEFECTS

Whenever a board of elections receives an absentee ballot identification envelope that is missing required information or that contains information that does not conform to the voter's registration record, the board of elections must contact the absentee voter to provide an opportunity to supplement their identification envelope so the voter's ballot can be counted. The board must meet this requirement by issuing [Form 11-S](#) to the voter, according to the following schedule:

- [Form 11-S](#) must be issued not later than two business days after a "defective" absentee ballot identification envelope is received by the board from the start of absentee voting through the third Saturday prior to the election;
- [Form 11-S](#) must be issued not later than one calendar day after a "defective" absentee ballot identification envelope is received by the board between the third Monday and last Friday prior to the election; and
- [Form 11-S](#) must be issued on the same day that a "defective" absentee ballot identification envelope is received by the board of elections between the Saturday prior to the election and through the third day following Election Day.

When a telephone number or email address is on file with the board of elections, boards must use that contact information to quickly notify the voter about the deficiency on their identification envelope. The absentee voter must provide the necessary information in writing on [Form 11-S](#), either by in-person delivery or by mail by the fourth day after the election (**Saturday, March 23, 2024**).¹³

¹¹ [R.C. 3505.183\(G\)](#).

¹² [R.C. 3505.183](#).

¹³ [R.C. 3509.06\(D\)\(3\)\(b\)](#).

PART FOUR - OFFICIAL CANVASS

TIMELINE FOR COUNTING AND OFFICIAL CERTIFICATION

Due to recent changes made by the state legislature, boards of elections must begin counting cured absentee ballots and absentee ballots that arrive after Election Day no later than the fifth day after Election Day (**Sunday, March 24, 2024**). Board members and employees are prohibited from disclosing partial or final results of any contest in the election between the completion of the Unofficial Canvass and the certification of official results.¹⁴

A board must begin the Official Canvass no earlier than the fifth day after the election (**Sunday, March 24, 2024**) nor later than the fifteenth day after the election (**Wednesday, April 3, 2024**). Each board must complete its Official Canvass and certify no later than the twenty-first day after the election (**Tuesday, April 9, 2024**).¹⁵

III. INSTRUCTIONS FOR OFFICIAL CANVASS

Each board of elections must follow the instructions for pre-canvass activity outlined in [Chapter 10, Section 10.03](#) of the Election Official Manual. Boards must also follow the rules and procedures outlined in [Chapter 10, Section 10.04](#) of the Election Official Manual for conducting the Official Canvass. Each board must reconcile results with records from the pollbooks and voter registration system to ensure that only one ballot per voter is counted.¹⁶ This includes ensuring that all returned absentee ballots are entered in the voter registration system and reconciling the list of voters whose ballots were returned with the number of physical ballots returned.

IV. FORMS FOR OFFICIAL CERTIFICATION

After the Unofficial Canvass, our office will provide the forms for reporting official results. All certifications and reports must be signed by the appropriate board personnel before the board submits them to our office, another board of elections, or another public entity.

Each board of elections must submit the signature form to certify the Official Election Results, including the absentee and provisional ballot reports, to the Secretary of State's office.

A. CERTIFICATION AND REPORTING OF OFFICIAL RESULTS¹⁷

Each board of elections must complete and provide all of the following the day it

¹⁴ [R.C. 3505.183\(F\)](#) and [R.C. 3505.32](#).

¹⁵ [R.C. 3513.22\(A\)](#).

¹⁶ [R.C. 3505.32\(D\)](#).

¹⁷ [R.C. 3505.30](#).

completes its official certification and no later than **Tuesday, April 9, 2024**:

1. Official Vote Total Summary Report;
2. Group Detail Report (if not included with Summary Report);
3. Signature form;
4. Report forms;
5. Electronic turnout detail by precinct;
6. Statement of Votes Cast ("SOVC") report; and
7. Absentee and provisional ballot report.

Each board must submit these reports to Results@OhioSoS.gov as soon as the board completes its official certification. The Official Vote Total Summary Report must be clearly labeled "[County]'s Official Canvass," and it must contain *only* vote totals for that county. Boards must not delay submitting the official certification forms because of a potential recount. Every board must maintain a copy of each of its completed certification and report forms.

The board of elections for the most populous county of any multi-county jurisdiction or district must generate a separate report from its voting system, create a report outside of its voting system, or use a reporting form which will be provided after the Unofficial Canvass. This report must be clearly labeled "[County's] Official Canvass – Most Populous County." The report must include the total number of votes recorded for the office, question, or issue from each county in a multi-county jurisdiction and the sum total for all counties. The board must clearly mark the contest(s) for which a board is the most populous county to clearly identify it as a contest containing vote totals from other counties. The board must email the report(s) to Results@OhioSoS.gov.

State law requires the Secretary of State to publish a report on the number of absentee and provisional ballots cast and counted for the election in each county.¹⁸ Each board of elections must provide this data for absentee and provisional ballots. Our office will provide the reporting forms after the Unofficial Canvass.

B. CERTIFICATE OF OFFICIAL SUMMARY RESULTS FOR LIQUOR OPTION QUESTIONS AND LOCAL QUESTIONS AND ISSUES

Each board of elections must send a completed copy of Secretary of State [Form 126-B](#) to the Secretary of State's office via email to Results@OhioSoS.gov and a copy of the completed form to the Ohio Division of Liquor Control via email: localoption@com.ohio.gov or by mailing to the following address:

Division of Liquor Control
6606 Tussing Road
Reynoldsburg, Ohio 43068-9005

¹⁸ [R.C. 3501.05\(Y\)](#).

The board of elections (most populous county only if it is a multi-county issue) must certify the results of an election on tax levies and bond issues to the following offices and agencies:

- The county auditor of each county in which the election was held
- The fiscal officer of the subdivision in which the election was held
- The Tax Commissioner of the State of Ohio via email at: DTE@tax.state.oh.us
- The Secretary of State

The board of elections of the most populous county must certify the results of an election on a school district income tax on Secretary of State [Form 125-A](#) to the following offices and agencies:

- The board of education that placed the issue on the ballot
- The Tax Commissioner of the State of Ohio via email at DTE@tax.state.oh.us
- The Secretary of State

PART FIVE - POST-CERTIFICATION REQUIREMENTS

I. CERTIFICATES OF ELECTION

Each board of elections must follow the instructions for issuing certificates of election that are contained in [Chapter 10, Section 10.04](#), of the Election Official Manual. The candidate's name on the certificate of election should match the name as it appears on the ballot. The Secretary of State issues certificates of election for statewide offices, offices of Representatives to Congress, and offices of State Board of Education members. Certificates of election should not be issued before the expiration of the time by which applications for recounts may be made. Boards of elections may not issue a certificate of election in a contest for which a recount is requested, or conducted automatically, until after the recount is complete.

II. RECOUNTS

Before scheduling and conducting a recount, please review the procedures set forth in state law and [Chapter 11, Section 11.02](#) of the Election Official Manual. The deadline for a candidate or group to request a recount is five days after the certification of official results. A recount must take place no later than ten days after an application for a recount is filed or an automatic recount is declared.

The Secretary of State's office will provide the boards a spreadsheet along with the Official Canvass report forms to notify the Secretary of State of a recount.

If the recount to be conducted is for a multi-county jurisdiction, the Secretary of State's office will issue the notice of recount after receiving notice from the most populous county. Multi-county recounts will not be ordered until all counties in the district have certified their official results. If a recount changes vote totals, the board of

elections must submit a properly completed and signed amended certification and abstract to Results@OhioSoS.gov.

III. POST-ELECTION AUDITS

Boards of elections must perform a post-election audit after the March 19, 2024 Primary Election. When a board conducts an audit, the board must follow the procedures outlined in [Chapter 11, Section 11.03](#) of the Election Official Manual. Additional instructions will be provided after the Unofficial Canvass.

IV. VOTER HISTORY

All boards must upload voter history for the March 19, 2024 Primary Election to the SWVRD no later than 14 days after the board's official certification. Once voter history is transmitted, Secretary of State staff will compare the total ballots cast to the total number of voters participating in the election.

For purposes of assigning voter history, each board of elections must follow the instructions outlined in [Chapter 10, Section 10.04](#) of the Election Official Manual. The election name to submit the history for the election is **2024_MAR_PRIM**.

V. RETENTION OF BALLOTS

Because ballots for the March 19, 2024 Primary Election include candidates for election to federal offices, each board of elections is required by law to retain all ballots prepared for the election – both used and unused – for 22 months following the election.¹⁹ If the board uses a voting system and software that captures images of ballots as they are scanned by a high-speed scanner, those images may be subject to disclosure pursuant to a public records request and must be retained. Accordingly, consult with the county prosecuting attorney regarding the retention of those images.

If you have any questions regarding this Directive, please contact the Secretary of State's Elections Counsel at (614) 728-8789.

Yours in service,



Frank LaRose
Ohio Secretary of State

¹⁹ [R.C. 3505.31](#) and [52 U.S.C.S. 20701](#).

Mandatory Step-by-Step Process for Examining Provisional Ballots

Due to recent changes in law governing provisional ballots, boards must follow the step-by-step instructions below for examining provisional ballots to determine the eligibility of a provisional ballot to be counted. These instructions are an addendum to Directive 2024-03 for the March 19, 2024 Primary Election Canvass. The process outlined below is also found in [Chapter 8, Section 8.04](#) of the Election Official Manual.

Step 1: Determine whether the affirmation statement on the provisional ballot envelope contains each of the following five items:

1. Voter's printed name;
 2. Voter's valid signature;
 3. Voter's date of birth;*
 4. Voter's current address; and
 5. Voter's statement that they have shown photo identification to the election official.*
- If the affirmation statement contains all five of the required items, proceed to Step 2.
 - With two exceptions below, if the affirmation statement does not contain all five of the required items, the board must reject the provisional ballot.

***Exception 1:** If the affirmation statement contains the voter's date of birth but the month and day are different from the month and day in the Statewide Voter Registration Database, the board must reject the provisional ballot unless: 1) the voter's date of birth in the database is 1/1/1800; or 2) the board of elections finds by a vote of at least three of its members that the voter has met all of the other requirements of [R.C. 3505.183\(B\)\(3\)](#). If the ballot falls into this exception, proceed to Step 2.

***Exception 2:** If the voter did not provide photo identification as marked in Section 5 of the Provisional Ballot Affirmation but completed an affidavit of religious objection ([Form 12-O](#)), proceed to Step 3.

Step 2: Determine whether the provisional voter provided at least one of the following types of unexpired photo identification:

1. Driver's license, state ID card, or interim ID form issued by the Ohio Bureau of Motor Vehicles (*Please note that the voter must also write in the full driver's license or state ID card number on the Provisional Ballot Affirmation, Section 5, in addition to showing the photo identification, if any of these identification types are used*);
2. Passport or passport card; or
3. U.S. military ID card; Ohio National Guard ID card; or U.S. Department of Veterans Affairs ID card.

Mandatory Step-by-Step Process for Examining Provisional Ballots

- If the voter indicated on the affirmation statement that they showed the precinct election official one of the acceptable forms of photo identification, and documents that fact on the *Provisional Ballot Affirmation*, proceed to Step 4.
- If the voter provided a driver's license or state ID card number, and the combination of letters and numbers provided is identical to the number that is contained in the Statewide Voter Registration Database, proceed to Step 4.
- If the voter provided a driver's license or state ID card number, and the combination of letters and numbers) provided is different from what is contained in the Statewide Voter Registration Database, the board must reject the provisional ballot.
- If the voter did not provide photo identification per the *Provisional Ballot Affirmation, Section 5*, but completed the *Registration Update*, the board shall update the voter's registration, but shall reject the provisional ballot.

***Exception for Disabled/Confined Provisional Voter:** If a disabled/confined voter with an unreported change of address or name casts a provisional ballot pursuant to [R.C. 3503.16\(G\)](#), they are subject to the same ID requirements as a voter who casts an absentee ballot by mail. Therefore, if the voter provides a form of ID under either Section 5 or 6 of the Provisional Ballot Affirmation, the ballot may be eligible for counting. Proceed to Step 4.

- If the voter did not provide valid photo identification per the *Provisional Ballot Affirmation, Section 5*, but returned to the board of elections within four days after the election and provided valid photo identification, proceed to Step 4.
- If the voter did not provide photo identification per the *Provisional Ballot Affirmation, Section 5*, and did not return to the board within the four days after the election to remedy the missing item, the board must reject the provisional ballot.

Step 3: Religious Objection Exception to Photo Identification Requirement

- If a voter does not have photo identification because of a religious objection to being photographed, the precinct election official or board staff must provide the voter an affidavit of religious objection ([Form 12-O](#)). This can occur either when the voter casts the provisional ballot or at the office of the board, no later than the fourth day after Election Day (**Saturday, March 23, 2024**). Election officials must attach this affidavit to the provisional ballot affirmation.
- If the last four digits of the voter's social security number, as provided on the affidavit, do not match those digits in the Statewide Voter Registration Database, the affidavit of religious objection is invalid, and the board must reject the provisional ballot.
- If the voter has not been issued a social security number, the voter must indicate "none" on the line for last four digits of the social security number. If the voter does not have a social security number, none will appear in the statewide voter registration system, and the affidavit is still valid.

Mandatory Step-by-Step Process for Examining Provisional Ballots

- The board must transmit information from the completed affidavit of religious objection to the Secretary's Office no later than the close of business on the fourth day after Election Day (**Saturday, March 23, 2024**).
- The Secretary's Office reviews records from the Bureau of Motor Vehicles' (BMV) database to determine whether the BMV issued an unexpired photo ID to that voter.
- The Secretary of State will notify the board of the results no later than the seventh day after Election Day.
- If the Secretary of State determines that the BMV has issued an unexpired photo ID to the voter, the affidavit of religious objection is invalid, and the board must reject the provisional ballot.
- If the Secretary of State determines that the BMV has not issued an unexpired photo ID, the affidavit of religious objection is valid, and the board must proceed to Step 4.

Step 4: Determine whether the board can verify the identity of the voter based on the information provided on the provisional ballot affirmation or provided by the voter within the four-day period.

If the board can verify the identity of the voter based upon the information provided on the provisional ballot affirmation and/or provided by the voter within four days of the election, proceed to Step 5. Otherwise, the board must reject the provisional ballot.

Important: To verify identity, the board must: 1) conduct at least one "wildcard" search of voter query, by placing the % sign after a partial name (i.e., "Jeff%" to return "Jeffrey"); 2) conduct a voter query of the Statewide Voter Registration Database using 'Search by Driver License Number'; and 3) conduct at least one voter query of the Statewide Voter Registration Database by entering as much or as little information as is available using "Search by Name." Once a board has successfully identified a voter with one search, it is not necessary to conduct additional queries.

Step 5: Determine whether the voter was a registered voter anywhere in the State of Ohio at least 30 days before the election.

If the voter was registered to vote anywhere in the State of Ohio at least 30 days before the election, proceed to Step 6. Otherwise, the board must reject the provisional ballot.

Important: As noted in [Chapter 8, Section 8.06](#) of the Election Official Manual, the "APRI Exception" for unregistered voters was in effect only through December 31, 2022. The APRI Exception no longer applies to provisional voters whose registrations were cancelled pursuant to the Supplemental Process.

Mandatory Step-by-Step Process for Examining Provisional Ballots

Step 6: Determine whether the voter is a resident of the county and precinct in which the voter offers to vote.

- If the voter is a resident of the county and precinct in which the provisional ballot was cast, proceed to Step 7.
- If the voter moved and provided a new address within the precinct on the affirmation statement, then the voter is considered a resident of the new precinct, and the board must proceed to Step 7.
- If the voter cast the provisional ballot in the wrong precinct, but in the correct polling location, including the board of elections office, and a precinct election official did not complete and attach [Form 12-D](#) to the provisional ballot envelope, the board must remake and count the provisional ballot for only those contests for which the voter was otherwise eligible to vote.
- If the voter cast the provisional ballot in the wrong precinct, but in the correct polling location, including the board of elections office, and a precinct election official did complete and attach [Form 12-D](#), but the board verified that the precinct to which the precinct election official directed the voter was the incorrect precinct, the board must remake and count the provisional ballot for only those contests for which the voter was otherwise eligible to vote.
- If the voter cast the provisional ballot in the wrong precinct, but in the correct polling location, including the board of elections office, and 1) a precinct election official completed [Form 12-D](#) and 2) the board verified that the precinct to which the precinct election official directed the voter was the correct precinct, the board must reject the provisional ballot.
- If the voter cast the provisional ballot in the wrong precinct and wrong polling location, the board must reject the provisional ballot.

Step 7: Determine whether the voter already requested and cast a ballot in the election.

- If the voter has not cast another ballot, count the provisional ballot.
- If the voter has requested and cast an absentee ballot, and neither of the following exceptions apply, the board must reject the provisional ballot.

***Exception 1:** The board of elections shall count the provisional ballot instead of the absentee ballot if the board determines that the absentee ballot is invalid because the elector's signature on the absentee voter's identification envelope does not match the signature on file with the board of elections.

***Exception 2:** The board of elections shall count the provisional ballot instead of the absentee ballot if the board does not receive the voter's absentee ballot by the fourth day following the election (Saturday, March 23, 2024).

b)

RELEASED: February 6, 2024

SUMMARY

- *Advisory 2024-01* highlights the key elements of the Data Analysis Transparency Archive Act ("DATA Act"), which was part of H.B. 33 that was signed into law on July 4, 2023.
- The DATA Act provides directions, among other things, on what constitutes an election record, how an election record should be archived, and for how long.
- The *Advisory* provides a timeline for the development of new "record-keeping" protocols to meet the requirements of the DATA Act, with the effective date of full implementation **January 1, 2025**.
- The key components of the DATA Act are:
 - **Data:** Codifying standard definitions of key election data points so post-election results can be analyzed more effectively and accurately.
 - **Analysis:** Creates a centralized Office of Data Analytics and Archives within the SOS that can serve as a clearinghouse for the retention and review of electronic election records.
 - **Transparency:** To use the newly created Office of Data Analytics and Archives to publish election data and results online (i.e., have one central location for all of Ohio's election records to be analyzed).
 - **Archive:** Codifies a process by which election data – local, state, and federal – must be transferred to the Office of Data Analytics and Archives for public disclosure.
- The DATA Act aims to help boards of elections in the following ways:
 1. **Public Records:** The DATA Act requires the development of a statewide system of data retention that will be managed and maintained by the SOS. The goal is to have one central location (the SOS website) for all election data in the state, cutting down on the number of records requests individual boards receive.
 2. **Surveys:** Streamline the collection of information currently collected through surveys (i.e., SurveyMonkey and Excel). *The Advisory did not elaborate on how this would be streamlined.*
 3. **Uniformity:** The DATA Act provides standard definitions and protocols for archiving digital data. One example will be what constitutes "voting history" and how to report it.
- The DATA Act gives the SOS authority to add future data requirements through directives or the rulemaking process.
- The CCBOE is required to generate daily snapshots (at 4 p.m.) of their voter registration database and provide those snapshots to the SOS Beginning on the 46th day before an election and ending on the 81st day after an election.
- Voter telephone numbers and email addresses are no longer public information.

BACKGROUND

The 1960 Civil Rights Act requires federal election records, including electronic data, to be kept for a short period of time, but Ohio had not applied that requirement to state and local records, defined what constitutes an election record, or specified how or how long those records should be archived. To address this, the SOS worked with the General Assembly to develop legislation entitled the Data Analysis Transparency Archive Act (“DATA Act”). The DATA Act became law on July 4, 2023, when Governor Mike DeWine signed H.B. 33, which included this legislation.

The DATA Act does the following:

- **Data:** Codifies standard definitions of key election data points so post-election results can be analyzed more effectively and accurately.
- **Analysis:** Creates a centralized Office of Data Analytics and Archives within the SOS that can serve as a clearinghouse for the retention and review of electronic election records.
- **Transparency:** Will make the goal of transparency more achievable by crowdsourcing and platforming election data for public scrutiny. The ultimate objective of the DATA Act is to use the newly created Office of Data Analytics and Archives to publish election data and results online.
- **Archive:** Codifies a process by which election data – local, state, and federal – must be transferred to the Office of Data Analytics and Archives for public disclosure.

The DATA Act directly benefits Ohio’s 88 county boards of elections in the following ways:

1. **Public Records:** The DATA Act requires the development of a statewide system of data retention that will be managed and maintained by the SOS. Election data pertaining to a specific election will begin to be published on the SOS website the 46th day before that election and will continue to be provided through the 81st day after the election. The SOS will then archive this data.
2. **Surveys:** The DATA Act will help streamline the collection of information currently collected through surveys (i.e., SurveyMonkey and Excel). [The Advisory did not elaborate on how this would be streamlined.](#)
3. **Uniformity:** The DATA Act provides standard definitions and protocols for archiving digital data. One example will be what constitutes “voting history” and how to report it.

IMPLEMENTATION

I. NEW STANDARD DEFINITIONS

The DATA Act defines critical election data points through both the Ohio Revised Code and administrative rules. Boards will be tasked with documenting these data points and submitting them to the SOS. For example, the DATA Act creates new definitions for “registration date,” “last activity date,” “last activity type,” and “type of ballot cast.”

II. ADDITIONAL DATA REQUIREMENTS

Continuing data element requirements for boards are listed in R.C. 3503.15(C). Boards will continue to document these data sets and prepare them for transfer to the SOS. The DATA Act also gives the SOS authority to add additional data requirements through directives or the rulemaking process.

III. DATA SNAPSHOT REQUIREMENTS

Boards are required to generate daily snapshots of their voter registration database and provide those snapshots to the SOS. Beginning on the 46th day before an election and ending on the 81st day after an election, the snapshots must be recorded and provided to the SOS. Boards must take a snapshot of their public voter registration database at 4:00 p.m. each day throughout the aforementioned time period and then securely transmit the snapshot to the Secretary of State.

IV. PUBLIC RECORDS

Voter telephone numbers and email addresses are no longer public information. The retention period for ballots for non-federal election is extended from 60 to 81 days after the election in which they were cast, and electronic images of ballots are included in that retention requirement.

V. OTHER UPDATES

To accommodate the additional information required by the DATA Act, technical updates to the Statewide Voter Registration Database will be necessary. Specific details regarding technical updates and adjustments to the required data sets will be prescribed by the Secretary of State via Directives, Advisories, Technical Documentation, and Administrative Rules.



Advisory 2024-01

February 6, 2024

To: All County Boards of Elections
Board Members, Directors, and Deputy Directors

Re: House Bill 33 ("H.B. 33") and the Data Analysis Transparency Archive Act ("DATA Act") Implementation

BACKGROUND

Prior to July of 2023, Ohio law lacked a formal, statutory requirement for the retention of digital election records (or data). The 1960 Civil Rights Act requires federal election records, including electronic data, to be kept for a short period of time, but Ohio had not applied that requirement to state and local records, defined what constitutes an election record, or specified how or how long those records should be archived.

In recent years, election technology has advanced, with the adoption of online voter registration and the use of new electronic voting systems, from pollbooks to voting machines. Simply put, the law did not adequately keep up with these advancements, and the lack of regulations surrounding election data led Ohio's 88 county boards of elections to adopt disparate and often conflicting protocols for defining and managing election-related data files.

The 2020 presidential election brought this reality to the forefront, as the scrutiny of results nationwide led to unprecedented requests for election records. These requests inundated boards of elections, which in many cases no longer had the digital files being sought because the law didn't consistently require their retention. The desire to analyze and audit digital election records is not unique to 2020. These requests will only intensify moving forward, as election integrity continues to be a top priority for the public, political parties, and candidate campaigns. Without clear guidelines for retaining this data, boards will continue to be pressed with demands for public records immediately after an election to prevent these digital files from being discarded.

To address this emerging challenge, my office worked with the General Assembly to develop legislation entitled the DATA Act, which now serves as model legislation in the effort to modernize election administration. Here's what it does:

- **Data:** States have generally failed to adopt consistent definitions of digital election data, leading to confusing and often conflicting auditing outcomes. The DATA Act codifies standard definitions of key election data points so post-election results can be analyzed more effectively and accurately.
- **Analysis:** The lack of clear election data definitions often complicates the process of auditing and analyzing results, therefore, leading to confusion from anyone looking to analyze or audit the information. The objective of this legislation is not only to define the data points but also to create a centralized Office of Data Analytics and Archives within the Office of the Secretary of State that can serve as a clearinghouse for the retention and review of electronic election records.
- **Transparency:** Building trust in democracy begins with election transparency, and the DATA Act will make that goal more achievable by crowdsourcing and platforming election data for public scrutiny. The ultimate objective of the DATA Act is to use the newly created Office of Data Analytics and Archives to publish election data and results online, allowing for full transparency of results, both immediately following an election for auditing purposes and over time for comparative analysis year-over-year.
- **Archive:** Counties not only lack consistent standards for defining election data, but they also lack clear methods and timelines for retaining such data. The DATA Act seeks to codify a process by which election data – local, state, and federal – must be transferred to the Secretary of State’s Office of Data Analytics and Archives for public disclosure.

On July 4, 2023, Governor Mike DeWine signed H.B. 33, which contained the DATA Act, into law. This landmark legislation represents the first-ever substantive effort by any state in more than 60 years to address the antiquated, disjointed methods of election data retention. How will the DATA Act directly benefit Ohio’s 88 county boards of elections?

1. **Public Records.** The DATA Act requires the development of a statewide system of data retention that will be managed and maintained by the Ohio Secretary of State’s Office. Election data pertaining to a specific election will begin to be published on the Secretary of State’s website the 46th day before that election and will continue to be provided through the 81st day after the election. The

Secretary of State's Office will then archive this data. This will help to alleviate the burden of post-election records requests currently being managed by the boards.

2. **Surveys.** The Secretary of State currently requires boards to provide election-related data through the collection of surveys, an archaic, spreadsheet-driven process that costs board employees valuable time. These requirements intensified with the passage of House Bill 458 in the last General Assembly, which ordered boards to provide more frequent uploads of absentee voting statistics and other data points. The DATA Act will help streamline the collection of this information.
3. **Uniformity.** As has already been established, state law lacked election data definitions and did not set forth a clear standard for the retention of digital election records. This led to public confusion and an inability to reconcile specific election data during an election and after an election. While election outcomes remained highly accurate, the lack of key election definitions, such as "voting history" for example, across all 88 counties created made reconciling statewide election data difficult, which then required deeper explanation or evidence. The DATA Act provides standard definitions and protocols for archiving digital data.

Implementing the DATA Act will significantly modernize Ohio's process of retaining digital election records, but a collaborative partnership with boards of elections is needed to ensure success. Most importantly, the legislation established a timeline for the development of these new protocols, with the effective date of full implementation set for January 1, 2025. This advisory alerts boards to the work that needs to be completed between now and that implementation deadline.

IMPLEMENTATION

I. NEW STANDARD DEFINITIONS

The Act defines critical election data points through both the Ohio Revised Code and administrative rules. Boards will be tasked with documenting these data points and submitting them to the Secretary of State's office. Specifically, with new definitions for "registration date," "last activity date," "last activity type," and "type of ballot cast." "Registration date" was codified through the DATA Act and is defined in R.C. 3503.15(C)(9)(a). The definitions of "last activity date" and "last activity type" will be promulgated through the Ohio Joint Committee on Agency Rule Review ("JCARR") rulemaking process. "Type of ballot cast" will also be promulgated through rules and

require boards to keep track of absent voters' ballots, ballots cast on Election Day, and provisional ballots. Finally, the data category of "county of ballot cast" is already collected by the Secretary of State's office and will now be published in the Statewide Voter Registration Database.

Type and County of ballot cast are both elements of a new standard definition for voting history. As part of that new standard definition, only voters who cast a ballot that is counted will receive voting history for that election.

II. ADDITIONAL DATA REQUIREMENTS

Continuing data element requirements for boards are listed in R.C. 3503.15(C). For each registered elector, the Statewide Voter Registration Database must include the elector's name, birth date, current address, precinct number, driver's license or state identification card number (if available), the last four digits of the elector's social security number (if available) the elector's telephone number, and email address (if available). Boards will continue to need to document these data sets and prepare them for transfer to the Secretary of State's office. Finally, the law gives the Secretary of State authority to add additional data requirements through directives or the rulemaking process. Any such additional information will be communicated to boards in future rules and directive(s).

III. DATA SNAPSHOT REQUIREMENTS

In addition to new data definitions and requirements, boards are required to generate daily snapshots of their county voter registration database and provide those snapshots to the Secretary of State's office. Beginning on the 46th day before an election and ending on the 81st day after an election the snapshots must be recorded and provided to the Secretary of State's office. Boards must take a snapshot of their public voter registration database at 4:00 p.m. each day throughout the aforementioned time period and then securely transmit the snapshot to the Secretary of State. The Secretary of State will archive and retain the information for 22 months after an election and make the snapshots available on the Secretary of State's website. The manner in which the boards must transmit daily snapshot records will be provided by the Secretary of State in future rules and directive(s).

IV. PUBLIC RECORDS

The DATA Act makes several changes to public records law relating to election data. Voter telephone numbers and email addresses are no longer public information. The retention period for ballots for non-federal election is extended from 60 to 81 days after

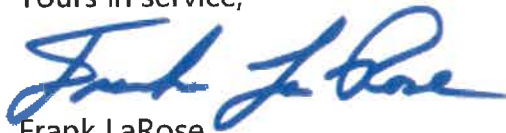
the election in which they were cast, and electronic images of ballots are included in that retention requirement.

V. OTHER UPDATES

To accommodate the additional information required by the DATA Act, technical updates to the Statewide Voter Registration Database will be necessary. Updated packet types and structures will enable the transmission of new voter information. Finally, adjustments to the required data sets within the existing tables will be necessary. Specific details regarding technical updates and adjustments to the required data sets will be prescribed by the Secretary of State via Directives, Advisories, Technical Documentation, and Administrative Rules.

If you have questions regarding this Advisory, please contact the Secretary of State's Elections Counsel at (614) 466-2585.

Yours in service,



Frank LaRose
Ohio Secretary of State

Agenda Item #3

Agenda Item #3:

Acknowledgment of the Ballot Proofs for the March 19, 2024, Presidential Primary Election in accordance with the Ballot Proofing Policy approved by the Board at the March 12, 2021, Board Meeting

Agenda Item

#4



March 19, 2024 Presidential Primary Election

Ballot Order

The following is the final ballot order for the March 19, 2024 Presidential Primary Election. The Cuyahoga County Board of Elections Election Day ballot order is based upon 200% of Democrats in the suburbs, 175% of active Democrats in Cleveland, 250 % of active Republican voters, 15% of all Nonpartisan voters and 25% of all active Nonpartisan voters which contain an issue (School, Charter, Tax Levy, etc.). Each precinct has a minimum order of 50 ballots for all non-split precincts and a minimum of 25 ballots for split precincts with zero (0) registered voters.

In addition, due to weight and logistic restrictions, a supplemental ballot order was created for precincts whose total ballots ordered exceeded a threshold of 2250 ballot pages in total for the three (3) parties in an individual precinct. The precincts are highlighted in blue with the supplemental order in full at the end of ballot order.

The complete order can be found below.

Primary Order

Precinct	Portion	Vault IDs	DEM	REP	NON
BAY VILLAGE -01-A	01	13	430	410	100
BAY VILLAGE -01-B	01	13	400	290	110
BAY VILLAGE -01-C	01	13	435	400	100
BAY VILLAGE -02-A	01	15	450	410	100
BAY VILLAGE -02-B	01	13	460	285	105
BAY VILLAGE -02-C	01	15	480	385	105
BAY VILLAGE -03-A	01	14	410	435	95
BAY VILLAGE -03-B	01	14	415	400	100
BAY VILLAGE -03-C	01	14	490	405	95
BAY VILLAGE -04-A	01	234	355	485	85
BAY VILLAGE -04-B	01	234	420	560	105
BAY VILLAGE -04-C	01	234	500	520	105
BEACHWOOD -00-A	01	16	740	230	85
BEACHWOOD -00-B	01	16	755	275	95
BEACHWOOD -00-C	01	17	610	115	50
BEACHWOOD -00-D	01	40	755	190	90
BEACHWOOD -00-E	01	40	870	150	160
BEACHWOOD -00-F	01	17	470	240	90
BEACHWOOD -00-G	01	16	765	250	90
BEACHWOOD -00-H	01	17	420	295	95
BEACHWOOD -00-I	01	17	420	115	100

BEDFORD -01-A	01	76	400	100	70
BEDFORD -01-B	01	76	365	75	85
BEDFORD -02-A	01	19	370	105	85
BEDFORD -02-B	01	19	340	145	85
BEDFORD -03-A	01	76	210	80	85
BEDFORD -03-B	01	76	280	115	80
BEDFORD -04-A	01	107	260	50	60
BEDFORD -04-B	01	107	395	50	80
BEDFORD -05-A	01	107	255	135	90
BEDFORD -05-B	01	107	265	120	80
BEDFORD -06-A	01	76	325	105	90
BEDFORD -06-B	01	76	295	125	85
BEDFORD HEIGHTS -01-A	01	18	315	70	75
BEDFORD HEIGHTS -01-B	01	18	500	50	65
BEDFORD HEIGHTS -01-C	01	18	240	50	135
BEDFORD HEIGHTS -02-A	01	18	415	50	95
BEDFORD HEIGHTS -02-B	01	18	380	50	85
BEDFORD HEIGHTS -03-A	01	18	395	50	105
BEDFORD HEIGHTS -03-B	01	18	915	50	105
BEDFORD HEIGHTS -04-A	01	18	640	50	75
BEDFORD HEIGHTS -04-B	01	18	350	80	60
BENTLEYVILLE -00-A	01	21	250	335	80
BEREA -01-A	01	23	400	280	130
BEREA -01-B	01	23	430	220	145
BEREA -02-A	01	23	440	375	125
BEREA -02-B	01	23	380	295	170
BEREA -03-A	01	239	485	360	125
BEREA -03-B	01	239	490	335	135
BEREA -04-A	01	22	490	250	115
BEREA -04-B	01	22	540	370	105
BEREA -05-A	01	122	345	320	95
BEREA -05-B	01	122	355	260	100
BEREA -05-C	01	122	360	425	90
BRATENAHL -00-A	01	30	770	495	95
BRECKSVILLE -00-A	01	62	400	560	125
BRECKSVILLE -00-B	01	62	390	590	100
BRECKSVILLE -00-C	01	31	295	610	100
BRECKSVILLE -00-D	01	31	420	600	100
BRECKSVILLE -00-E	01	31	290	550	100
BRECKSVILLE -00-F	01	233	290	525	100
BRECKSVILLE -00-G	01	31	505	665	130
BRECKSVILLE -00-H	01	233	265	605	105

BRECKSVILLE -00-I	01	233	315	655	110
BRECKSVILLE -00-J	01	233	270	480	80
BROADVIEW HEIGHTS -01-A	01	33	350	560	115
BROADVIEW HEIGHTS -01-B	01	32	310	490	135
BROADVIEW HEIGHTS -01-C	01	33	400	390	120
BROADVIEW HEIGHTS -02-A	01	241	330	540	95
BROADVIEW HEIGHTS -02-B	01	241	250	475	90
BROADVIEW HEIGHTS -02-C	01	241	340	555	95
BROADVIEW HEIGHTS -02-D	01	241	320	525	80
BROADVIEW HEIGHTS -03-A	01	33	315	400	145
BROADVIEW HEIGHTS -03-B	01	33	185	335	75
BROADVIEW HEIGHTS -03-C	01	33	370	600	130
BROADVIEW HEIGHTS -04-A	01	32	360	820	95
BROADVIEW HEIGHTS -04-B	01	33	80	50	65
BROADVIEW HEIGHTS -04-C	01	32	240	475	110
BROADVIEW HEIGHTS -04-D	01	32	415	770	90
BROOK PARK -01-A	01	34	250	230	105
BROOK PARK -01-B	01	34	315	330	120
BROOK PARK -01-C	01	34	205	220	120
BROOK PARK -02-A	01	35	260	275	110
BROOK PARK -02-B	01	35	245	305	130
BROOK PARK -02-C	01	35	265	325	100
BROOK PARK -03-A	01	262	285	240	140
BROOK PARK -03-B	01	262	250	300	115
BROOK PARK -03-C	01	262	240	245	115
BROOK PARK -04-A	01	34	250	335	115
BROOK PARK -04-B	01	34	305	245	115
BROOK PARK -04-C	01	34	295	285	120
BROOKLYN -00-A	01	39	170	100	90
BROOKLYN -00-B	01	36	305	330	130
BROOKLYN -00-C	01	69	325	275	120
BROOKLYN -00-D	01	36	250	285	130
BROOKLYN -00-E	01	39	220	230	115
BROOKLYN -00-F	01	39	240	265	125
BROOKLYN -00-G	01	36	290	265	130
BROOKLYN -00-H	01	69	250	195	135
BROOKLYN HEIGHTS -00-A	01	37	410	470	155
CHAGRIN FALLS -00-A	01	43	250	360	105
CHAGRIN FALLS -00-A	02	43	170	205	70
CHAGRIN FALLS -00-B	01	43	410	495	145
CHAGRIN FALLS -00-C	01	43	310	355	135
CHAGRIN FALLS TWP -00-A	01	43	50	60	50

CLEVELAND -01-A	01	7	175	50	70
CLEVELAND -01-B	01	211	225	50	95
CLEVELAND -01-B	02	211	50	50	50
CLEVELAND -01-C	01	211	275	50	75
CLEVELAND -01-D	01	7	195	50	65
CLEVELAND -01-E	01	97	425	50	100
CLEVELAND -01-F	01	97	470	50	95
CLEVELAND -01-G	01	7	285	50	75
CLEVELAND -01-H	01	97	390	50	90
CLEVELAND -01-I	01	97	335	50	95
CLEVELAND -01-J	01	97	575	50	85
CLEVELAND -01-K	01	7	155	50	70
CLEVELAND -01-L	01	282	565	50	75
CLEVELAND -01-M	01	282	545	50	90
CLEVELAND -01-N	01	282	545	50	85
CLEVELAND -01-O	01	211	365	50	80
CLEVELAND -01-P	01	282	500	50	100
CLEVELAND -01-Q	01	282	575	50	85
CLEVELAND -01-R	01	97	400	50	90
CLEVELAND -01-S	01	282	465	50	80
CLEVELAND -01-T	01	211	325	50	90
CLEVELAND -02-A	01	273	80	50	60
CLEVELAND -02-B	01	165	175	50	90
CLEVELAND -02-C	01	273	100	50	65
CLEVELAND -02-D	01	167	575	95	105
CLEVELAND -02-E	01	165	170	50	65
CLEVELAND -02-F	01	165	170	50	80
CLEVELAND -02-G	01	166	185	50	80
CLEVELAND -02-H	01	166	290	50	75
CLEVELAND -02-I	01	131	195	50	80
CLEVELAND -02-J	01	131	80	50	50
CLEVELAND -02-K	01	131	210	50	70
CLEVELAND -02-L	01	131	170	50	80
CLEVELAND -02-M	01	7	205	50	80
CLEVELAND -02-N	01	7	305	50	85
CLEVELAND -02-O	01	131	210	50	80
CLEVELAND -02-P	01	166	260	50	80
CLEVELAND -02-Q	01	131	195	50	70
CLEVELAND -02-R	01	131	210	50	75
CLEVELAND -02-S	01	166	140	50	50
CLEVELAND -02-T	01	165	110	50	50
CLEVELAND -02-T	02	165	85	50	50

CLEVELAND -02-U	01	173	165	50	55
CLEVELAND -02-V	01	173	195	50	60
CLEVELAND -02-W	01	173	155	50	65
CLEVELAND -03-A	01	135	80	50	115
CLEVELAND -03-B	01	104	410	70	90
CLEVELAND -03-C	01	104	455	60	110
CLEVELAND -03-D	01	94	630	110	125
CLEVELAND -03-E	01	94	420	75	135
CLEVELAND -03-F	01	260	430	140	115
CLEVELAND -03-G	01	94	260	55	95
CLEVELAND -03-H	01	135	350	75	185
CLEVELAND -03-I	01	188	325	75	165
CLEVELAND -03-J	01	219	295	80	95
CLEVELAND -03-K	01	200	300	55	90
CLEVELAND -03-L	01	188	440	135	310
CLEVELAND -03-M	01	219	70	50	85
CLEVELAND -03-N	01	268	50	50	80
CLEVELAND -03-O	01	260	200	65	60
CLEVELAND -03-O	02	260	180	50	75
CLEVELAND -03-P	01	200	155	50	85
CLEVELAND -03-Q	01	188	115	70	140
CLEVELAND -03-R	01	116	50	50	50
CLEVELAND -03-S	01	219	60	50	95
CLEVELAND -04-A	01	169	135	50	55
CLEVELAND -04-B	01	202	205	50	55
CLEVELAND -04-C	01	290	185	50	80
CLEVELAND -04-D	01	290	240	50	80
CLEVELAND -04-E	01	290	225	50	85
CLEVELAND -04-F	01	290	240	50	85
CLEVELAND -04-G	01	205	175	50	85
CLEVELAND -04-H	01	205	220	50	75
CLEVELAND -04-I	01	290	200	50	75
CLEVELAND -04-J	01	205	185	50	65
CLEVELAND -04-K	01	172	230	50	65
CLEVELAND -04-L	01	172	185	50	60
CLEVELAND -04-M	01	172	200	50	65
CLEVELAND -04-N	01	47	240	50	70
CLEVELAND -04-O	01	47	300	50	75
CLEVELAND -04-P	01	290	135	50	70
CLEVELAND -04-Q	01	202	805	105	75
CLEVELAND -04-R	01	202	425	50	85
CLEVELAND -04-S	01	202	425	50	105

CLEVELAND -04-T	01	47	210	50	50
CLEVELAND -04-U	01	290	370	50	90
CLEVELAND -05-A	01	153	50	50	115
CLEVELAND -05-B	01	98	55	50	105
CLEVELAND -05-C	01	174	55	50	55
CLEVELAND -05-D	01	153	60	50	115
CLEVELAND -05-E	01	98	50	50	60
CLEVELAND -05-F	01	98	50	50	100
CLEVELAND -05-G	01	221	170	50	75
CLEVELAND -05-H	01	84	220	50	95
CLEVELAND -05-I	01	84	205	50	80
CLEVELAND -05-J	01	29	130	50	90
CLEVELAND -05-K	01	29	80	50	70
CLEVELAND -05-L	01	71	100	50	120
CLEVELAND -05-M	01	71	190	50	70
CLEVELAND -05-N	01	8	115	50	85
CLEVELAND -05-O	01	8	95	50	80
CLEVELAND -05-P	01	8	50	50	105
CLEVELAND -05-Q	01	265	50	50	95
CLEVELAND -05-R	01	221	105	50	80
CLEVELAND -05-S	01	153	385	50	90
CLEVELAND -06-A	01	173	155	50	60
CLEVELAND -06-B	01	29	65	50	80
CLEVELAND -06-C	01	85	325	50	80
CLEVELAND -06-D	01	132	135	50	80
CLEVELAND -06-E	01	263	195	50	85
CLEVELAND -06-F	01	169	170	50	55
CLEVELAND -06-G	01	84	290	50	105
CLEVELAND -06-H	01	28	165	50	55
CLEVELAND -06-I	01	28	215	50	70
CLEVELAND -06-J	01	84	230	50	60
CLEVELAND -06-K	01	4	290	50	50
CLEVELAND -06-L	01	173	120	50	100
CLEVELAND -06-M	01	28	145	50	50
CLEVELAND -06-N	01	287	50	50	70
CLEVELAND -06-O	01	132	225	70	110
CLEVELAND -06-P	01	169	260	50	100
CLEVELAND -06-Q	01	169	320	50	95
CLEVELAND -06-R	01	85	540	80	95
CLEVELAND -06-S	01	85	160	50	70
CLEVELAND -06-T	01	85	295	50	105
CLEVELAND -06-U	01	132	240	50	115

CLEVELAND -07-A	01	11	145	50	90
CLEVELAND -07-B	01	284	100	50	80
CLEVELAND -07-C	01	11	115	50	90
CLEVELAND -07-D	01	96	130	50	135
CLEVELAND -07-E	01	284	125	50	80
CLEVELAND -07-F	01	270	150	50	65
CLEVELAND -07-G	01	63	180	50	70
CLEVELAND -07-H	01	284	140	50	65
CLEVELAND -07-I	01	63	170	50	85
CLEVELAND -07-J	01	235	195	50	70
CLEVELAND -07-K	01	259	85	50	85
CLEVELAND -07-L	01	89	275	50	70
CLEVELAND -07-M	01	259	150	50	85
CLEVELAND -07-N	01	259	135	50	85
CLEVELAND -07-O	01	259	265	50	50
CLEVELAND -07-P	01	270	240	50	70
CLEVELAND -07-Q	01	89	250	50	70
CLEVELAND -07-R	01	89	160	50	60
CLEVELAND -07-S	01	148	275	50	80
CLEVELAND -07-T	01	148	155	50	80
CLEVELAND -07-U	01	89	130	50	60
CLEVELAND -07-V	01	11	65	50	190
CLEVELAND -07-W	01	96	50	50	50
CLEVELAND -08-A	01	236	540	160	80
CLEVELAND -08-B	01	189	455	150	95
CLEVELAND -08-C	01	189	375	110	110
CLEVELAND -08-D	01	159	260	50	100
CLEVELAND -08-E	01	220	310	50	85
CLEVELAND -08-F	01	57	175	50	60
CLEVELAND -08-G	01	236	410	100	105
CLEVELAND -08-H	01	57	255	50	60
CLEVELAND -08-I	01	220	250	50	85
CLEVELAND -08-J	01	159	470	70	75
CLEVELAND -08-K	01	57	255	50	85
CLEVELAND -08-K	02	57	50	50	25
CLEVELAND -08-L	01	236	400	65	85
CLEVELAND -08-M	01	50	185	50	100
CLEVELAND -08-N	01	50	195	50	105
CLEVELAND -08-O	01	51	235	50	95
CLEVELAND -08-P	01	50	165	50	85
CLEVELAND -08-Q	01	159	250	50	90
CLEVELAND -08-R	01	159	195	50	75

CLEVELAND -09-A	01	95	175	50	75
CLEVELAND -09-B	01	95	245	50	65
CLEVELAND -09-C	01	92	195	50	75
CLEVELAND -09-D	01	247	125	50	45
CLEVELAND -09-E	01	108	250	50	70
CLEVELAND -09-F	01	247	215	50	60
CLEVELAND -09-G	01	247	140	50	60
CLEVELAND -09-H	01	25	350	50	75
CLEVELAND -09-I	01	25	185	50	65
CLEVELAND -09-J	01	155	210	50	55
CLEVELAND -09-K	01	155	160	50	60
CLEVELAND -09-L	01	155	230	50	130
CLEVELAND -09-M	01	25	145	50	70
CLEVELAND -09-N	01	25	165	50	65
CLEVELAND -09-O	01	25	195	50	70
CLEVELAND -09-P	01	155	50	50	220
CLEVELAND -09-Q	01	139	175	50	70
CLEVELAND -09-R	01	154	330	50	90
CLEVELAND -09-S	01	248	300	50	50
CLEVELAND -09-T	01	284	65	50	45
CLEVELAND -09-U	01	248	125	50	65
CLEVELAND -09-V	01	248	290	50	85
CLEVELAND -09-W	01	92	220	50	75
CLEVELAND -09-X	01	92	185	50	80
CLEVELAND -10-A	01	285	115	50	85
CLEVELAND -10-B	01	285	205	50	90
CLEVELAND -10-C	01	108	120	50	60
CLEVELAND -10-D	01	51	185	50	60
CLEVELAND -10-E	01	70	125	50	55
CLEVELAND -10-F	01	70	170	50	65
CLEVELAND -10-G	01	118	175	50	85
CLEVELAND -10-H	01	70	130	50	65
CLEVELAND -10-I	01	186	165	50	95
CLEVELAND -10-J	01	108	250	50	80
CLEVELAND -10-K	01	285	225	50	90
CLEVELAND -10-L	01	51	165	50	65
CLEVELAND -10-M	01	108	270	50	80
CLEVELAND -10-N	01	51	150	50	55
CLEVELAND -10-O	01	51	160	50	60
CLEVELAND -10-P	01	81	285	50	85
CLEVELAND -10-Q	01	81	175	50	80
CLEVELAND -10-R	01	81	295	50	70

CLEVELAND -10-S	01	81	310	50	65
CLEVELAND -10-T	01	81	375	50	85
CLEVELAND -10-U	01	70	190	50	55
CLEVELAND -10-V	01	118	180	50	80
CLEVELAND -11-A	01	222	125	50	100
CLEVELAND -11-B	01	222	245	50	105
CLEVELAND -11-C	01	20	180	75	125
CLEVELAND -11-D	01	20	70	50	105
CLEVELAND -11-E	01	281	150	95	120
CLEVELAND -11-F	01	117	210	90	145
CLEVELAND -11-G	01	281	170	115	125
CLEVELAND -11-H	01	117	190	130	105
CLEVELAND -11-I	01	3	115	65	120
CLEVELAND -11-J	01	117	185	95	110
CLEVELAND -11-K	01	117	125	55	130
CLEVELAND -11-L	01	20	140	60	105
CLEVELAND -11-M	01	144	185	50	95
CLEVELAND -11-N	01	60	125	50	65
CLEVELAND -11-O	01	3	135	75	155
CLEVELAND -11-P	01	3	260	110	140
CLEVELAND -12-A	01	65	95	50	105
CLEVELAND -12-B	01	199	160	80	140
CLEVELAND -12-C	01	199	190	125	105
CLEVELAND -12-C	02	199	50	50	50
CLEVELAND -12-D	01	170	120	50	85
CLEVELAND -12-E	01	170	115	50	75
CLEVELAND -12-F	01	2	135	50	90
CLEVELAND -12-G	01	2	70	50	85
CLEVELAND -12-H	01	2	190	55	110
CLEVELAND -12-I	01	2	75	50	95
CLEVELAND -12-J	01	55	80	50	90
CLEVELAND -12-K	01	55	115	50	85
CLEVELAND -12-L	01	55	165	100	105
CLEVELAND -12-M	01	38	225	195	75
CLEVELAND -12-N	01	38	205	190	100
CLEVELAND -12-O	01	38	330	260	85
CLEVELAND -12-P	01	38	305	220	85
CLEVELAND -12-Q	01	65	105	50	75
CLEVELAND -12-R	01	65	65	90	90
CLEVELAND -12-S	01	145	120	50	50
CLEVELAND -13-A	01	245	240	240	75
CLEVELAND -13-B	01	245	260	215	95

CLEVELAND -13-C	01	199	120	70	100
CLEVELAND -13-D	01	46	150	105	105
CLEVELAND -13-E	01	46	125	115	110
CLEVELAND -13-F	01	46	65	50	60
CLEVELAND -13-F	02	46	50	50	50
CLEVELAND -13-G	01	78	165	145	95
CLEVELAND -13-G	02	78	50	50	50
CLEVELAND -13-H	01	78	185	150	110
CLEVELAND -13-I	01	245	250	190	95
CLEVELAND -13-J	01	283	225	175	100
CLEVELAND -13-K	01	283	200	160	120
CLEVELAND -13-L	01	283	155	135	105
CLEVELAND -13-M	01	46	60	50	45
CLEVELAND -13-M	02	46	165	115	60
CLEVELAND -13-N	01	238	290	230	125
CLEVELAND -13-O	01	238	260	240	105
CLEVELAND -13-P	01	238	170	210	110
CLEVELAND -13-Q	01	78	220	105	110
CLEVELAND -14-A	01	203	85	50	110
CLEVELAND -14-B	01	268	80	70	110
CLEVELAND -14-C	01	65	125	55	110
CLEVELAND -14-D	01	65	95	60	95
CLEVELAND -14-E	01	203	85	50	120
CLEVELAND -14-F	01	203	125	60	120
CLEVELAND -14-G	01	145	120	50	90
CLEVELAND -14-H	01	142	145	50	95
CLEVELAND -14-I	01	142	65	50	105
CLEVELAND -14-J	01	142	130	65	130
CLEVELAND -14-K	01	99	90	70	95
CLEVELAND -14-L	01	99	125	50	135
CLEVELAND -14-M	01	219	60	55	120
CLEVELAND -14-N	01	271	75	50	90
CLEVELAND -14-O	01	142	75	50	110
CLEVELAND -14-P	01	203	50	50	95
CLEVELAND -15-A	01	144	380	130	95
CLEVELAND -15-B	01	144	425	135	100
CLEVELAND -15-C	01	144	655	110	105
CLEVELAND -15-D	01	60	290	50	115
CLEVELAND -15-E	01	60	170	50	95
CLEVELAND -15-F	01	162	90	50	100
CLEVELAND -15-G	01	60	150	50	130
CLEVELAND -15-H	01	60	235	65	115

CLEVELAND -15-I	01	60	100	50	100
CLEVELAND -15-J	01	162	305	55	100
CLEVELAND -15-K	01	162	245	50	90
CLEVELAND -15-L	01	162	60	50	95
CLEVELAND -15-M	01	218	420	65	85
CLEVELAND -15-N	01	218	440	105	140
CLEVELAND -15-O	01	218	235	55	100
CLEVELAND -15-P	01	218	330	50	85
CLEVELAND -15-Q	01	104	395	100	135
CLEVELAND -15-R	01	60	100	50	85
CLEVELAND -16-A	01	10	75	50	40
CLEVELAND -16-B	01	212	215	150	115
CLEVELAND -16-C	01	212	185	200	100
CLEVELAND -16-D	01	276	155	150	115
CLEVELAND -16-E	01	276	165	115	135
CLEVELAND -16-F	01	276	145	100	130
CLEVELAND -16-G	01	276	155	65	105
CLEVELAND -16-H	01	10	185	95	115
CLEVELAND -16-I	01	177	160	100	115
CLEVELAND -16-J	01	177	90	50	60
CLEVELAND -16-J	02	177	90	100	60
CLEVELAND -16-K	01	100	210	130	115
CLEVELAND -16-L	01	177	225	130	95
CLEVELAND -16-M	01	100	180	155	90
CLEVELAND -16-N	01	100	185	140	85
CLEVELAND -16-O	01	177	175	120	110
CLEVELAND -16-P	01	212	195	130	100
CLEVELAND -16-Q	01	210	185	80	90
CLEVELAND -17-A	01	115	240	205	90
CLEVELAND -17-B	01	54	190	140	80
CLEVELAND -17-C	01	54	360	210	95
CLEVELAND -17-D	01	115	300	195	100
CLEVELAND -17-E	01	242	345	270	110
CLEVELAND -17-F	01	115	435	265	110
CLEVELAND -17-G	01	242	290	200	65
CLEVELAND -17-H	01	242	310	165	90
CLEVELAND -17-I	01	193	295	230	90
CLEVELAND -17-J	01	193	365	305	100
CLEVELAND -17-K	01	240	375	270	100
CLEVELAND -17-L	01	115	140	85	70
CLEVELAND -17-M	01	193	265	120	110
CLEVELAND -17-N	01	210	450	260	100

CLEVELAND -17-O	01	240	360	205	80
CLEVELAND -17-P	01	210	410	325	95
CLEVELAND -17-Q	01	240	505	295	75
CLEVELAND -17-R	01	193	470	280	75
CLEVELAND -17-S	01	54	55	50	100
CLEVELAND HEIGHTS -01-A	01	243	455	100	105
CLEVELAND HEIGHTS -01-B	01	56	460	70	100
CLEVELAND HEIGHTS -01-C	01	56	485	65	120
CLEVELAND HEIGHTS -01-D	01	56	330	50	100
CLEVELAND HEIGHTS -01-E	01	243	650	225	95
CLEVELAND HEIGHTS -01-F	01	243	720	210	90
CLEVELAND HEIGHTS -02-A	01	42	660	75	100
CLEVELAND HEIGHTS -02-B	01	83	595	275	65
CLEVELAND HEIGHTS -02-C	01	42	640	195	80
CLEVELAND HEIGHTS -02-D	01	42	800	115	80
CLEVELAND HEIGHTS -02-E	01	83	590	235	80
CLEVELAND HEIGHTS -02-F	01	140	820	110	90
CLEVELAND HEIGHTS -03-A	01	56	300	50	85
CLEVELAND HEIGHTS -03-B	01	64	550	50	90
CLEVELAND HEIGHTS -03-C	01	56	605	55	70
CLEVELAND HEIGHTS -03-D	01	140	885	70	65
CLEVELAND HEIGHTS -03-E	01	56	685	100	75
CLEVELAND HEIGHTS -03-F	01	140	420	50	85
CLEVELAND HEIGHTS -04-A	01	64	720	95	105
CLEVELAND HEIGHTS -04-B	01	64	875	85	85
CLEVELAND HEIGHTS -04-C	01	129	560	75	95
CLEVELAND HEIGHTS -04-D	01	64	505	75	100
CLEVELAND HEIGHTS -04-E	01	56	700	55	95
CLEVELAND HEIGHTS -04-F	01	56	700	95	100
CLEVELAND HEIGHTS -04-G	01	56	860	95	105
CLEVELAND HEIGHTS -04-H	01	129	795	125	120
CLEVELAND HEIGHTS -04-I	01	56	830	55	75
CLEVELAND HEIGHTS -05-A	01	41	770	55	105
CLEVELAND HEIGHTS -05-B	01	41	810	70	125
CLEVELAND HEIGHTS -05-C	01	129	665	50	115
CLEVELAND HEIGHTS -05-D	01	41	675	50	115
CLEVELAND HEIGHTS -05-E	01	129	680	55	135
CLEVELAND HEIGHTS -05-F	01	41	885	50	105
CUYAHOGA HEIGHTS -00-A	01	61	85	185	65
EAST CLEVELAND -02-A	01	254	300	50	95
EAST CLEVELAND -02-B	01	254	285	50	90
EAST CLEVELAND -02-C	01	269	165	50	95

EAST CLEVELAND -02-D	01	254	210	50	95
EAST CLEVELAND -03-A	01	269	285	50	85
EAST CLEVELAND -03-B	01	156	310	50	70
EAST CLEVELAND -03-C	01	269	460	50	35
EAST CLEVELAND -03-D	01	156	260	50	80
EAST CLEVELAND -03-E	01	156	310	50	75
EAST CLEVELAND -04-A	01	204	190	50	60
EAST CLEVELAND -04-B	01	176	295	50	80
EAST CLEVELAND -04-C	01	204	235	50	75
EAST CLEVELAND -04-D	01	204	635	50	70
EAST CLEVELAND -04-E	01	204	190	50	95
EAST CLEVELAND -04-F	01	204	285	50	75
EUCLID -01-A	01	44	890	110	110
EUCLID -01-B	01	44	620	105	120
EUCLID -01-C	01	168	430	50	140
EUCLID -01-D	01	168	550	50	105
EUCLID -02-A	01	45	720	195	145
EUCLID -02-B	01	9	315	90	110
EUCLID -02-C	01	168	395	90	135
EUCLID -02-D	01	45	435	205	120
EUCLID -03-A	01	27	445	80	120
EUCLID -03-B	01	27	400	50	125
EUCLID -03-C	01	27	230	50	120
EUCLID -03-D	01	27	260	60	110
EUCLID -04-A	01	194	570	295	125
EUCLID -04-B	01	194	410	125	130
EUCLID -04-C	01	9	360	105	140
EUCLID -04-D	01	9	340	100	140
EUCLID -05-A	01	80	785	285	125
EUCLID -05-B	01	228	390	115	135
EUCLID -05-C	01	82	430	115	115
EUCLID -05-D	01	194	740	225	135
EUCLID -06-A	01	253	460	295	115
EUCLID -06-B	01	253	470	240	130
EUCLID -06-C	01	253	420	190	140
EUCLID -06-D	01	79	430	165	125
EUCLID -07-A	01	228	395	125	120
EUCLID -07-B	01	228	315	100	105
EUCLID -07-C	01	253	315	50	125
EUCLID -07-D	01	253	370	90	120
EUCLID -08-A	01	82	360	90	110
EUCLID -08-B	01	79	430	140	135

EUCLID -08-C	01	79	440	100	135
EUCLID -08-D	01	82	280	80	110
FAIRVIEW PARK -01-A	01	6	440	465	85
FAIRVIEW PARK -01-B	01	6	310	315	90
FAIRVIEW PARK -01-C	01	6	250	170	95
FAIRVIEW PARK -02-A	01	257	70	70	30
FAIRVIEW PARK -02-B	01	257	370	285	110
FAIRVIEW PARK -02-C	01	257	405	360	105
FAIRVIEW PARK -03-A	01	86	530	490	120
FAIRVIEW PARK -03-B	01	86	515	470	125
FAIRVIEW PARK -04-A	01	87	420	335	130
FAIRVIEW PARK -04-B	01	87	405	325	135
FAIRVIEW PARK -05-A	01	175	555	445	135
FAIRVIEW PARK -05-B	01	175	460	560	125
GARFIELD HEIGHTS -01-A	01	102	530	75	150
GARFIELD HEIGHTS -01-B	01	102	480	50	100
GARFIELD HEIGHTS -01-C	01	102	335	50	85
GARFIELD HEIGHTS -02-A	01	102	310	105	160
GARFIELD HEIGHTS -02-B	01	102	380	145	155
GARFIELD HEIGHTS -03-A	01	102	350	155	155
GARFIELD HEIGHTS -03-A	02	102	50	50	25
GARFIELD HEIGHTS -03-B	01	102	320	110	155
GARFIELD HEIGHTS -04-A	01	102	210	140	95
GARFIELD HEIGHTS -04-B	01	102	275	125	120
GARFIELD HEIGHTS -04-C	01	102	315	115	110
GARFIELD HEIGHTS -05-A	01	101	350	140	130
GARFIELD HEIGHTS -05-B	01	101	300	110	90
GARFIELD HEIGHTS -05-C	01	101	430	190	95
GARFIELD HEIGHTS -06-A	01	152	340	130	115
GARFIELD HEIGHTS -06-B	01	152	365	150	120
GARFIELD HEIGHTS -06-C	01	152	305	125	125
GARFIELD HEIGHTS -07-A	01	152	295	155	125
GARFIELD HEIGHTS -07-B	01	152	425	150	95
GARFIELD HEIGHTS -07-C	01	152	345	190	110
GATES MILLS -00-A	01	105	290	495	95
GATES MILLS -00-B	01	105	345	485	110
GLENWILLOW -01-A	01	109	130	50	25
GLENWILLOW -02-A	01	109	50	50	25
GLENWILLOW -03-A	01	109	120	50	25
HIGHLAND HEIGHTS -01-A	01	124	360	475	80
HIGHLAND HEIGHTS -01-B	01	124	240	380	85
HIGHLAND HEIGHTS -02-A	01	124	280	395	105

HIGHLAND HEIGHTS -02-B	01	124	305	405	85
HIGHLAND HEIGHTS -03-A	01	124	295	390	70
HIGHLAND HEIGHTS -03-B	01	124	290	405	80
HIGHLAND HEIGHTS -04-A	01	124	220	345	75
HIGHLAND HEIGHTS -04-B	01	124	290	345	85
HIGHLAND HILLS -00-A	01	123	390	50	50
HUNTING VALLEY -00-A	01	128	145	340	55
INDEPENDENCE -00-A	01	130	290	580	115
INDEPENDENCE -00-B	01	130	300	580	140
INDEPENDENCE -00-C	01	130	290	710	125
INDEPENDENCE -00-D	01	130	280	495	105
INDEPENDENCE -00-E	01	130	360	665	125
LAKEWOOD -01-A	01	121	460	205	90
LAKEWOOD -01-B	01	119	515	245	90
LAKEWOOD -01-C	01	119	475	170	110
LAKEWOOD -01-D	01	119	460	110	105
LAKEWOOD -01-E	01	126	555	165	135
LAKEWOOD -01-F	01	126	290	100	110
LAKEWOOD -01-G	01	126	480	170	85
LAKEWOOD -01-H	01	126	675	495	105
LAKEWOOD -01-I	01	138	500	145	110
LAKEWOOD -02-A	01	141	570	230	95
LAKEWOOD -02-B	01	137	545	145	125
LAKEWOOD -02-C	01	141	560	210	100
LAKEWOOD -02-D	01	121	510	150	100
LAKEWOOD -02-E	01	138	605	200	115
LAKEWOOD -02-F	01	111	560	145	125
LAKEWOOD -02-G	01	111	415	145	95
LAKEWOOD -02-H	01	121	460	105	95
LAKEWOOD -02-I	01	216	440	130	100
LAKEWOOD -03-A	01	77	585	320	85
LAKEWOOD -03-B	01	137	470	180	100
LAKEWOOD -03-C	01	216	660	215	115
LAKEWOOD -03-D	01	216	525	170	125
LAKEWOOD -03-E	01	103	435	120	80
LAKEWOOD -03-F	01	103	540	190	95
LAKEWOOD -03-G	01	77	345	155	80
LAKEWOOD -03-H	01	216	430	145	105
LAKEWOOD -03-I	01	120	455	155	130
LAKEWOOD -04-A	01	77	490	240	90
LAKEWOOD -04-B	01	103	535	230	135
LAKEWOOD -04-C	01	103	215	50	105

LAKEWOOD -04-D	01	77	435	165	150
LAKEWOOD -04-E	01	136	250	60	120
LAKEWOOD -04-F	01	103	410	90	105
LAKEWOOD -04-G	01	120	195	55	115
LAKEWOOD -04-H	01	120	390	100	115
LAKEWOOD -04-I	01	136	345	110	115
LAKEWOOD -04-J	01	136	280	55	110
LINNDALE -00-A	01	222	50	50	25
LYNDHURST -01-A	01	146	380	210	75
LYNDHURST -01-B	01	146	400	255	90
LYNDHURST -01-C	01	146	480	370	100
LYNDHURST -02-A	01	146	445	345	140
LYNDHURST -02-B	01	146	460	375	120
LYNDHURST -03-A	01	226	770	300	80
LYNDHURST -03-B	01	147	480	295	85
LYNDHURST -03-C	01	147	400	215	90
LYNDHURST -04-A	01	160	395	185	95
LYNDHURST -04-B	01	160	510	340	90
LYNDHURST -04-C	01	160	485	290	95
MAPLE HEIGHTS -01-A	01	151	610	95	110
MAPLE HEIGHTS -01-B	01	151	520	180	120
MAPLE HEIGHTS -02-A	01	150	560	90	130
MAPLE HEIGHTS -02-B	01	150	495	95	120
MAPLE HEIGHTS -03-A	01	289	370	80	145
MAPLE HEIGHTS -03-B	01	289	320	75	120
MAPLE HEIGHTS -04-A	01	289	315	50	100
MAPLE HEIGHTS -04-B	01	289	370	50	100
MAPLE HEIGHTS -04-C	01	289	300	50	80
MAPLE HEIGHTS -05-A	01	289	430	70	130
MAPLE HEIGHTS -05-B	01	289	300	50	120
MAPLE HEIGHTS -06-A	01	289	435	50	145
MAPLE HEIGHTS -06-B	01	289	440	50	135
MAPLE HEIGHTS -07-A	01	289	415	50	105
MAPLE HEIGHTS -07-B	01	289	330	50	90
MAPLE HEIGHTS -07-C	01	289	440	50	90
MAYFIELD HEIGHTS -00-A	01	59	275	245	100
MAYFIELD HEIGHTS -00-B	01	59	265	255	125
MAYFIELD HEIGHTS -00-C	01	59	340	275	145
MAYFIELD HEIGHTS -00-D	01	59	270	260	125
MAYFIELD HEIGHTS -00-E	01	157	390	220	125
MAYFIELD HEIGHTS -00-F	01	157	370	230	80
MAYFIELD HEIGHTS -00-G	01	157	390	120	145

MAYFIELD HEIGHTS -00-H	01	195	320	180	70
MAYFIELD HEIGHTS -00-I	01	195	405	310	80
MAYFIELD HEIGHTS -00-J	01	256	150	50	125
MAYFIELD HEIGHTS -00-K	01	157	385	345	135
MAYFIELD HEIGHTS -00-L	01	157	380	385	135
MAYFIELD HEIGHTS -00-M	01	195	415	285	70
MAYFIELD VILLAGE -01-A	01	158	275	345	55
MAYFIELD VILLAGE -02-A	01	158	280	370	60
MAYFIELD VILLAGE -03-A	01	158	260	280	75
MAYFIELD VILLAGE -04-A	01	158	205	210	55
MIDDLEBURG HEIGHTS -01-A	01	164	515	505	115
MIDDLEBURG HEIGHTS -01-B	01	163	205	180	70
MIDDLEBURG HEIGHTS -01-C	01	164	410	485	110
MIDDLEBURG HEIGHTS -02-A	01	163	270	375	105
MIDDLEBURG HEIGHTS -02-B	01	110	230	370	90
MIDDLEBURG HEIGHTS -02-C	01	110	190	275	90
MIDDLEBURG HEIGHTS -03-A	01	164	290	395	90
MIDDLEBURG HEIGHTS -03-B	01	110	300	410	95
MIDDLEBURG HEIGHTS -03-C	01	164	250	425	110
MIDDLEBURG HEIGHTS -04-A	01	261	335	610	120
MIDDLEBURG HEIGHTS -04-B	01	261	340	520	110
MORELAND HILLS -00-A	01	12	610	375	115
MORELAND HILLS -00-B	01	12	530	375	115
MORELAND HILLS -00-C	01	12	235	270	70
NEWBURGH HEIGHTS -00-A	01	178	350	200	130
NORTH OLMSTED -01-A	01	181	430	600	105
NORTH OLMSTED -01-B	01	133	395	500	95
NORTH OLMSTED -01-C	01	181	520	615	110
NORTH OLMSTED -01-D	01	49	485	485	95
NORTH OLMSTED -01-E	01	181	470	500	95
NORTH OLMSTED -02-A	01	149	410	540	100
NORTH OLMSTED -02-B	01	149	395	435	95
NORTH OLMSTED -02-C	01	149	465	460	130
NORTH OLMSTED -02-D	01	133	500	490	105
NORTH OLMSTED -02-E	01	133	270	270	100
NORTH OLMSTED -03-A	01	180	400	545	110
NORTH OLMSTED -03-B	01	49	120	125	25
NORTH OLMSTED -03-C	01	49	565	680	105
NORTH OLMSTED -03-D	01	49	445	555	120
NORTH OLMSTED -03-E	01	180	320	420	105
NORTH OLMSTED -03-F	01	49	435	510	110
NORTH OLMSTED -04-A	01	53	500	445	115

NORTH OLMSTED -04-B	01	53	340	310	115
NORTH OLMSTED -04-C	01	53	280	255	105
NORTH OLMSTED -04-D	01	180	350	495	110
NORTH OLMSTED -04-E	01	133	330	215	145
NORTH RANDALL -00-A	01	182	355	50	80
NORTH ROYALTON -01-A	01	217	270	520	110
NORTH ROYALTON -01-B	01	217	260	545	100
NORTH ROYALTON -01-C	01	217	280	660	120
NORTH ROYALTON -02-A	01	183	180	485	110
NORTH ROYALTON -02-B	01	183	220	615	105
NORTH ROYALTON -02-C	01	183	220	540	90
NORTH ROYALTON -02-D	01	183	60	135	30
NORTH ROYALTON -03-A	01	217	190	505	95
NORTH ROYALTON -03-B	01	217	335	455	140
NORTH ROYALTON -03-C	01	217	290	430	95
NORTH ROYALTON -03-D	01	217	155	150	80
NORTH ROYALTON -04-A	01	184	310	575	110
NORTH ROYALTON -04-B	01	184	360	340	195
NORTH ROYALTON -04-C	01	184	210	490	95
NORTH ROYALTON -05-A	01	185	210	295	95
NORTH ROYALTON -05-B	01	185	215	425	95
NORTH ROYALTON -05-C	01	185	210	280	130
NORTH ROYALTON -05-D	01	185	310	505	105
NORTH ROYALTON -06-A	01	185	260	380	90
NORTH ROYALTON -06-B	01	185	255	490	120
NORTH ROYALTON -06-C	01	185	290	620	70
NORTH ROYALTON -06-D	01	185	260	640	140
OAKWOOD -01-A	01	187	470	65	70
OAKWOOD -02-A	01	187	650	50	55
OAKWOOD -03-A	01	187	285	65	35
OAKWOOD -04-A	01	187	160	155	45
OAKWOOD -05-A	01	187	230	50	50
OLMSTED FALLS -01-A	01	88	220	190	70
OLMSTED FALLS -01-B	01	88	265	305	65
OLMSTED FALLS -02-A	01	88	320	365	65
OLMSTED FALLS -02-B	01	88	295	375	95
OLMSTED FALLS -03-A	01	88	635	670	115
OLMSTED FALLS -03-B	01	88	185	145	65
OLMSTED FALLS -04-A	01	88	265	275	75
OLMSTED FALLS -04-B	01	88	345	415	90
OLMSTED TOWNSHIP -00-A	01	58	430	595	120
OLMSTED TOWNSHIP -00-B	01	58	425	485	90

OLMSTED TOWNSHIP -00-C	01	190	365	455	85
OLMSTED TOWNSHIP -00-D	01	190	345	345	105
OLMSTED TOWNSHIP -00-D	02	190	50	50	25
OLMSTED TOWNSHIP -00-E	01	191	430	590	105
OLMSTED TOWNSHIP -00-F	01	191	330	495	140
OLMSTED TOWNSHIP -00-G	01	190	375	420	100
OLMSTED TOWNSHIP -00-H	01	191	385	535	120
OLMSTED TOWNSHIP -00-I	01	58	330	320	130
ORANGE -00-A	01	192	565	175	95
ORANGE -00-B	01	192	560	200	85
ORANGE -00-C	01	192	715	250	145
PARMA -01-A	01	114	175	170	95
PARMA -01-B	01	114	310	225	90
PARMA -01-C	01	114	320	215	135
PARMA -01-D	01	208	430	360	100
PARMA -01-E	01	208	320	250	125
PARMA -01-F	01	208	270	165	125
PARMA -02-A	01	161	315	260	120
PARMA -02-B	01	161	310	345	140
PARMA -02-C	01	161	330	280	130
PARMA -02-D	01	161	305	300	120
PARMA -02-E	01	209	370	395	135
PARMA -03-A	01	5	290	355	120
PARMA -03-B	01	258	180	340	135
PARMA -03-C	01	258	265	260	135
PARMA -03-D	01	5	320	350	120
PARMA -03-E	01	258	285	320	125
PARMA -04-A	01	134	265	210	155
PARMA -04-B	01	196	320	300	105
PARMA -04-C	01	227	320	295	115
PARMA -04-D	01	196	265	300	125
PARMA -04-E	01	134	275	300	135
PARMA -05-A	01	201	330	485	105
PARMA -05-B	01	198	295	440	135
PARMA -05-C	01	66	360	530	90
PARMA -05-D	01	198	325	480	95
PARMA -05-E	01	66	380	525	85
PARMA -05-F	01	66	290	325	90
PARMA -06-A	01	66	305	430	120
PARMA -06-B	01	66	325	485	120
PARMA -06-C	01	113	370	560	110
PARMA -06-D	01	179	310	525	120

PARMA -06-E	01	113	330	500	125
PARMA -07-A	01	26	345	575	105
PARMA -07-B	01	201	295	475	85
PARMA -07-C	01	201	260	465	75
PARMA -07-D	01	26	340	465	105
PARMA -07-E	01	201	335	495	110
PARMA -07-F	01	26	180	235	105
PARMA -08-A	01	209	265	365	125
PARMA -08-B	01	68	330	315	105
PARMA -08-C	01	209	330	360	140
PARMA -08-D	01	68	330	305	120
PARMA -08-E	01	68	250	275	145
PARMA -09-A	01	198	355	375	135
PARMA -09-B	01	75	315	345	130
PARMA -09-C	01	75	280	310	140
PARMA -09-D	01	227	365	410	125
PARMA -09-E	01	179	380	485	105
PARMA HEIGHTS -01-A	01	197	260	150	125
PARMA HEIGHTS -01-B	01	197	390	395	120
PARMA HEIGHTS -01-C	01	197	290	365	130
PARMA HEIGHTS -02-A	01	197	325	445	125
PARMA HEIGHTS -02-B	01	197	335	460	115
PARMA HEIGHTS -02-C	01	197	335	215	125
PARMA HEIGHTS -03-A	01	266	290	355	125
PARMA HEIGHTS -03-B	01	266	390	425	125
PARMA HEIGHTS -03-C	01	266	190	200	125
PARMA HEIGHTS -04-A	01	197	340	405	110
PARMA HEIGHTS -04-B	01	197	240	255	145
PARMA HEIGHTS -04-C	01	197	295	345	130
PEPPER PIKE -00-A	01	255	700	285	100
PEPPER PIKE -00-B	01	255	535	370	95
PEPPER PIKE -00-C	01	12	695	295	25
PEPPER PIKE -00-D	01	12	655	415	100
PEPPER PIKE -00-E	01	255	615	350	85
RICHMOND HEIGHTS -01-A	01	48	550	235	125
RICHMOND HEIGHTS -01-B	01	48	110	50	60
RICHMOND HEIGHTS -02-A	01	207	365	90	105
RICHMOND HEIGHTS -02-B	01	207	625	155	90
RICHMOND HEIGHTS -03-A	01	207	555	140	85
RICHMOND HEIGHTS -03-B	01	207	550	110	80
RICHMOND HEIGHTS -03-C	01	207	310	80	65
RICHMOND HEIGHTS -04-A	01	125	795	190	120

RICHMOND HEIGHTS -04-B	01	125	620	140	90
ROCKY RIVER -01-A	01	215	390	460	120
ROCKY RIVER -01-B	01	214	395	545	95
ROCKY RIVER -01-C	01	214	355	430	75
ROCKY RIVER -01-D	01	214	440	475	105
ROCKY RIVER -02-A	01	213	375	395	95
ROCKY RIVER -02-B	01	213	480	485	90
ROCKY RIVER -02-C	01	214	405	495	105
ROCKY RIVER -02-D	01	213	510	390	100
ROCKY RIVER -03-A	01	215	445	445	130
ROCKY RIVER -03-B	01	215	445	325	95
ROCKY RIVER -03-C	01	215	450	445	95
ROCKY RIVER -03-D	01	215	430	305	90
ROCKY RIVER -04-A	01	213	330	235	85
ROCKY RIVER -04-B	01	213	400	315	100
ROCKY RIVER -04-C	01	213	425	330	90
ROCKY RIVER -04-D	01	213	520	415	130
SEVEN HILLS -01-A	01	244	395	565	135
SEVEN HILLS -01-B	01	244	450	525	155
SEVEN HILLS -02-A	01	244	430	520	120
SEVEN HILLS -02-B	01	244	460	585	135
SEVEN HILLS -03-A	01	223	405	715	130
SEVEN HILLS -03-B	01	223	360	590	135
SEVEN HILLS -04-A	01	223	350	670	130
SEVEN HILLS -04-B	01	223	380	490	115
SHAKER HEIGHTS -00-A	01	286	630	65	105
SHAKER HEIGHTS -00-B	01	225	800	220	75
SHAKER HEIGHTS -00-C	01	286	610	185	80
SHAKER HEIGHTS -00-D	01	286	760	110	85
SHAKER HEIGHTS -00-E	01	286	810	100	75
SHAKER HEIGHTS -00-F	01	246	470	50	75
SHAKER HEIGHTS -00-G	01	246	555	50	110
SHAKER HEIGHTS -00-H	01	246	755	50	115
SHAKER HEIGHTS -00-I	01	225	860	150	75
SHAKER HEIGHTS -00-J	01	224	895	130	105
SHAKER HEIGHTS -00-K	01	143	645	85	105
SHAKER HEIGHTS -00-L	01	143	765	60	95
SHAKER HEIGHTS -00-M	01	143	930	90	75
SHAKER HEIGHTS -00-N	01	224	700	60	85
SHAKER HEIGHTS -00-O	01	225	790	155	115
SHAKER HEIGHTS -00-P	01	225	535	275	70
SHAKER HEIGHTS -00-Q	01	90	830	125	100

SHAKER HEIGHTS -00-R	01	90	870	85	110
SHAKER HEIGHTS -00-S	01	286	795	215	95
SHAKER HEIGHTS -00-T	01	225	755	240	90
SHAKER HEIGHTS -00-U	01	225	695	340	105
SOLON -01-A	01	112	520	260	90
SOLON -01-B	01	112	320	230	115
SOLON -01-C	01	112	250	205	80
SOLON -02-A	01	230	425	265	105
SOLON -02-B	01	230	420	170	125
SOLON -03-A	01	230	555	395	130
SOLON -03-B	01	230	440	380	135
SOLON -04-A	01	230	460	255	70
SOLON -04-B	01	230	370	295	70
SOLON -04-C	01	230	540	370	115
SOLON -05-A	01	1	690	325	110
SOLON -05-B	01	1	630	395	110
SOLON -05-C	01	1	165	65	30
SOLON -06-A	01	229	530	295	110
SOLON -06-B	01	229	225	145	70
SOLON -06-C	01	229	445	200	85
SOLON -07-A	01	230	435	380	130
SOLON -07-B	01	230	350	310	125
SOUTH EUCLID -01-A	01	232	520	50	100
SOUTH EUCLID -01-B	01	232	560	50	100
SOUTH EUCLID -01-C	01	91	780	235	100
SOUTH EUCLID -01-D	01	91	600	110	110
SOUTH EUCLID -02-A	01	232	605	150	120
SOUTH EUCLID -02-B	01	232	765	220	95
SOUTH EUCLID -02-C	01	232	570	175	130
SOUTH EUCLID -02-D	01	206	510	150	90
SOUTH EUCLID -03-A	01	231	470	75	105
SOUTH EUCLID -03-B	01	231	475	50	100
SOUTH EUCLID -03-C	01	231	490	105	85
SOUTH EUCLID -03-D	01	206	450	250	90
SOUTH EUCLID -04-A	01	264	650	95	115
SOUTH EUCLID -04-B	01	93	390	55	85
SOUTH EUCLID -04-C	01	93	405	50	75
SOUTH EUCLID -04-D	01	206	560	155	95
STRONGSVILLE -01-A	01	72	360	600	145
STRONGSVILLE -01-B	01	74	100	65	145
STRONGSVILLE -01-C	01	72	290	500	145
STRONGSVILLE -01-D	01	72	395	670	160

STRONGSVILLE -01-E	01	74	325	380	125
STRONGSVILLE -01-F	01	72	330	770	190
STRONGSVILLE -01-G	01	74	340	510	125
STRONGSVILLE -02-A	01	127	275	485	130
STRONGSVILLE -02-B	01	249	220	340	125
STRONGSVILLE -02-C	01	127	305	475	125
STRONGSVILLE -02-D	01	127	230	405	110
STRONGSVILLE -02-E	01	249	165	240	75
STRONGSVILLE -02-F	01	24	225	485	110
STRONGSVILLE -02-G	01	249	290	445	130
STRONGSVILLE -02-H	01	127	230	405	115
STRONGSVILLE -02-I	01	24	295	485	145
STRONGSVILLE -03-A	01	250	405	680	150
STRONGSVILLE -03-B	01	252	330	605	150
STRONGSVILLE -03-C	01	252	455	680	155
STRONGSVILLE -03-D	01	250	400	770	195
STRONGSVILLE -03-E	01	73	310	700	185
STRONGSVILLE -03-F	01	73	350	645	120
STRONGSVILLE -03-G	01	73	230	410	120
STRONGSVILLE -04-A	01	249	335	530	210
STRONGSVILLE -04-B	01	251	310	685	150
STRONGSVILLE -04-C	01	24	385	550	185
STRONGSVILLE -04-D	01	251	155	360	120
STRONGSVILLE -04-E	01	24	310	470	150
STRONGSVILLE -04-F	01	250	280	520	135
STRONGSVILLE -04-G	01	251	300	545	140
UNIVERSITY HEIGHTS -00-A	01	264	620	55	95
UNIVERSITY HEIGHTS -00-B	01	264	650	60	85
UNIVERSITY HEIGHTS -00-C	01	93	590	115	90
UNIVERSITY HEIGHTS -00-D	01	106	840	195	90
UNIVERSITY HEIGHTS -00-E	01	67	590	110	85
UNIVERSITY HEIGHTS -00-F	01	93	425	95	95
UNIVERSITY HEIGHTS -00-G	01	106	575	290	90
UNIVERSITY HEIGHTS -00-H	01	106	805	195	95
UNIVERSITY HEIGHTS -00-I	01	67	660	220	95
VALLEY VIEW -00-A	01	267	165	330	85
VALLEY VIEW -00-B	01	267	205	490	65
WALTON HILLS -00-A	01	272	250	490	85
WALTON HILLS -00-B	01	272	240	570	80
WARRENSVILLE HTS -01-A	01	275	460	50	80
WARRENSVILLE HTS -01-B	01	275	460	50	70
WARRENSVILLE HTS -02-A	01	275	430	50	60

WARRENSVILLE HTS -02-B	01	275	280	50	70
WARRENSVILLE HTS -03-A	01	275	845	50	150
WARRENSVILLE HTS -04-A	01	274	155	50	85
WARRENSVILLE HTS -04-B	01	274	345	50	80
WARRENSVILLE HTS -05-A	01	171	690	50	60
WARRENSVILLE HTS -05-B	01	171	345	50	55
WARRENSVILLE HTS -06-A	01	171	720	50	130
WARRENSVILLE HTS -07-A	01	171	210	50	65
WARRENSVILLE HTS -07-B	01	171	195	50	100
WESTLAKE -01-A	01	52	470	685	105
WESTLAKE -01-B	01	52	335	330	125
WESTLAKE -01-C	01	52	570	580	100
WESTLAKE -01-D	01	277	310	400	95
WESTLAKE -02-A	01	277	285	380	100
WESTLAKE -02-B	01	279	395	525	100
WESTLAKE -02-C	01	277	365	380	115
WESTLAKE -02-D	01	279	300	400	110
WESTLAKE -03-A	01	277	390	460	105
WESTLAKE -03-B	01	237	270	165	110
WESTLAKE -03-C	01	278	300	335	140
WESTLAKE -03-D	01	278	195	115	115
WESTLAKE -04-A	01	280	315	390	110
WESTLAKE -04-B	01	280	355	435	110
WESTLAKE -04-C	01	280	405	455	110
WESTLAKE -04-D	01	280	405	395	95
WESTLAKE -05-A	01	237	215	195	145
WESTLAKE -05-B	01	237	240	340	95
WESTLAKE -05-C	01	237	380	455	105
WESTLAKE -05-D	01	237	390	385	90
WESTLAKE -06-A	01	279	255	380	100
WESTLAKE -06-B	01	279	380	495	110
WESTLAKE -06-C	01	279	310	480	120
WESTLAKE -06-D	01	279	340	540	110
WOODMERE -00-A	01	288	295	50	55

Supplemental Order

Precinct	Portion	Vault ID	DEM	REP
BEACHWOOD -00-A	01	16	120	0
BEACHWOOD -00-B	01	16	90	0
BEACHWOOD -00-D	01	40	190	0
BEACHWOOD -00-F	01	17	660	0
BEACHWOOD -00-G	01	16	70	0
BEACHWOOD -00-H	01	17	760	0
BRATENAHL -00-A	01	30	60	0
BROADVIEW HEIGHTS -04-A	01	32	0	50
CLEVELAND -04-Q	01	202	90	0
CLEVELAND HEIGHTS -01-E	01	243	300	0
CLEVELAND HEIGHTS -01-F	01	243	160	0
CLEVELAND HEIGHTS -02-B	01	83	410	0
CLEVELAND HEIGHTS -02-C	01	42	420	0
CLEVELAND HEIGHTS -02-D	01	42	200	0
CLEVELAND HEIGHTS -02-E	01	83	420	0
CLEVELAND HEIGHTS -04-H	01	129	210	0
LYNDHURST -03-A	01	226	60	0
ORANGE -00-C	01	192	50	0
PEPPER PIKE -00-C	01	12	110	0
RICHMOND HEIGHTS -04-A	01	125	110	0
SHAKER HEIGHTS -00-C	01	286	480	0
SHAKER HEIGHTS -00-D	01	286	280	0
SHAKER HEIGHTS -00-I	01	225	50	0
SHAKER HEIGHTS -00-O	01	225	120	0
SHAKER HEIGHTS -00-Q	01	90	140	0
SHAKER HEIGHTS -00-T	01	225	50	0
SHAKER HEIGHTS -00-U	01	225	210	0
STRONGSVILLE -01-F	01	72	0	60
STRONGSVILLE -03-D	01	250	0	60
UNIVERSITY HEIGHTS -00-H	01	106	90	0

5910

170

Agenda Item #5

Resignations from Elected Office

1. Jillian DeLong, Beachwood Board of Education, Board Member¹
2. Karam Hasrouni, Brooklyn Board of Education, Board Member²
3. Michael L. Goodwin, Highland Hills Village Council, Member of Council³

Appointments to Elected Office

1. Ranjini Ghosh, Beachwood Board of Education, Board Member
2. Paul Bounds, Bedford Heights City Council, Member of Council at Large⁴
3. Jason Hubbell, Brooklyn Board of Education, Board Member
4. Robert L. Wright II, Highland Hills Village Council, Member of Council
5. Daniel H. Rahm, North Olmsted Board of Education, Board Member⁵
6. Jeffrey Foster, Orange Village Council, Member of Council⁶
7. John Fahsbender, South Euclid City Council, Member of Council (Ward 4)⁷

¹ Term ends 12-31-2025; no special election is required.

² Mr. Hasrouni resigned from the term ending 12-31-2025 to assume his new full four-year term on the Brooklyn Board of Education, to which he was elected at the 11-7-2023 General Election. His replacement will serve the remaining two years of the term. No special election is required.

³ **Term ends 12-31-2025. A special election is required at the 11-5-2024 General Election to fill the one year remaining on the term pursuant to Highland Hills Village Charter II, Section 4.**

⁴ Councilman Bounds replaces Phil Stevens who was elected Bedford Heights Mayor at the 11-7-2023 General Election. Vacancy acknowledged by the CCBOE at the 1-2-2024 Meeting. Term ends 12-31-2025; no special election is required.

⁵ **Mr. Rahm fills a vacancy left by former Member Brian Hall. Vacancy acknowledged by the CCBOE at the 1-2-2024 Meeting. Term ends 12-31-2027; a special election is required at the 11-4-2025 General Election to fill the remaining two years of the term.**

⁶ Vacancy acknowledged by the CCBOE at the 12-18-2023 Meeting. Term ends 12-31-2025; no special election is required.

⁷ Councilman Fahsbender fills a vacancy created when no candidate filed qualifying petitions for the 11-7-2023 General Election. Term ends 12-31-2025; no special election is required.

Resignation Documents

Re: Reply requested: School Board Elected Official Contact List for Review

Matthew Brown <mbrown@beachwoodschoools.org>

Mon 2/5/2024 3:31 PM

To: Cory Milne <cmilne@cuyahogacounty.gov>

Cc: Brent Lawler <blawler@cuyahogacounty.gov>

Beachwood CSD
Resignation

2 attachments (251 KB)

2024 Board of Education Elected Officials_Beachwood.xlsx; DeLong Resignation Letter and Ghosh Oath of Office.pdf;

Hi Cory -

Please find the updates for Beachwood CSD. I am sorry the resignation letter and the oath of office is late. I should have known about the 10 day requirement. Nonetheless, please find Mrs. DeLong's resignation letter attached along with the Oath of Office administered by myself to Ranjini Ghosh.

If you have any questions with the information provided, please let me know.

Take care -

Matt Brown

Treasurer/CFO

216-464-2600 x2211

'24 FEB 6 PM 12:40



On Fri, Feb 2, 2024 at 9:54 AM Cory Milne <cmilne@cuyahogacounty.gov> wrote:

Dear School District Treasurers,

The Board of Elections is required to keep and have available an up-to-date list of elected officials for internal and public use. And now, it's time we ask your help in ensuring our information is correct. Please find attached our draft elected officials list with contact information. We are kindly requesting for each of you to review info for your respective Boards of Education (or Governing Board) Members, and provide updated info where necessary, including;

- Name
- Address
- Phone Number
- Email (*Use the account most appropriate for official government business*)
- Office
- Appointed titles, such as President or Vice President

If there are no changes, please simply reply "no changes."



Robert Hardis <rph@beachwoodschoools.org>

Resignation J. DeLong

1 message

Jillian DeLong <jdelong@beachwoodschoools.org>
To: Megan Walsh <mwalsh@beachwoodschoools.org>
Cc: Robert Hardis <rph@beachwoodschoools.org>

Thu, Dec 7, 2023 at 2:30 PM

Hello President Walsh,

Please accept this letter as a formal notice of my resignation from Beachwood School Board effective as of Friday, January 5, 2024.

Thank you,

—
Jillian DeLong
Beachwood School Board

'24 FEB 6 PM12:40



From: Schirhart, Robert <robert.schirhart@bcshurricanes.org>
Sent: Wednesday, January 24, 2024 2:40 PM
To: Brent Lawler <blawler@cuyahogacounty.gov>; Robin V. Roy <rroy@cuyahogacounty.gov>
Subject: Appointment of New Board Member

Good afternoon,

Please find attached the materials for the resignation of Mr. Karam Hasrouni (2 year seat) and the appointment of Mr. Jason Hubbell (2 year seat).

Please don't hesitate to contact me if you have any questions.

Rob

Brooklyn CSD
Resignation

--

Rob Schirhart, MBA
Treasurer/CFO
Brooklyn City Schools
9200 Biddulph Road
Brooklyn, Ohio 44144
216-485-8115





Caleris, Ted <ted.caleris@bcshurricanes.org>

Resignation

1 message

Karam Hasrouni <karam.hasrouni@bcshurricanes.org>

Thu, Dec 28, 2023 at 6:44 PM

To: Robert Schirhart <robert.schirhart@bcshurricanes.org>, Ted Caleris <ted.caleris@bcshurricanes.org>

Hello,

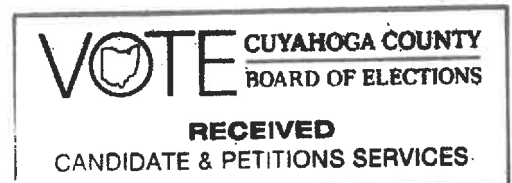
I am writing to inform you of my decision to resign from my 2-year appointed seat as of December 31, 2023.

I look forward to working with you for the next 4 years.

Please reach out if you have any questions or comments.

Respectfully,

Karam Hasrouni



'24 JAN 26 AM 9:14

MEMBER	MOTION	2ND	YEA	NAY	ABSTAIN
MR. HASROUNI		X	X		
MS. KRALL			X		
MS. RAFTER			X		
MR. NEALE	X		X		
APPROVED			4		

Resolution #24-01-350

Action: 4.2 Volunteer - Approve

Recommended Action: RESOLVED that the Brooklyn City School District Board of Education hereby approves the following person(s) as a volunteer for the 23/24 SY with the provision that such individual comply with all Ohio High School Athletic Association rules and regulations and State Department of Education regulations pertaining to proper certification and/or first aid training and fulfills the requirements of the job description attached to their supplemental contracts:

Kevin Cowper Volunteer - Varsity/JV Bowling

BOE MEMBER	MOTION	2ND	YEA	NAY	ABSTAIN
MR. HASROUNI		X	X		
MS. KRALL			X		
MS. RAFTER			X		
MR. NEALE	X		X		
APPROVED			4		

Resolution #24-01-351

5. Board Business

Action: 5.1 Resignation of School Board Member - Approve

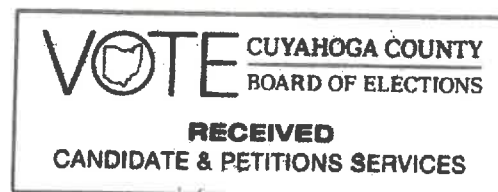
Recommended Action: RESOLVED that the Brooklyn City School District Board of Education hereby accepts the resignation of Karam Hasrouni, for the 2 year term ending December 31, 2025; effective December 31, 2023.

BROOKLYN CITY SCHOOLS MAIL - RESIGNATION

BOE MEMBER	MOTION	2ND	YEA	NAY	ABSTAIN
MR. HASROUNI					X
MS. KRALL			X		
MS. RAFTER		X	X		
MR. NEALE	X		X		
APPROVED			3		1

'24 JAN 26 AM 9:14

Resolution #24-01-352



Action: 5.2 Executive Session - Approve

Recommended Action: The Brooklyn City School District Board of Education (Board) hereby recesses into executive session for the purpose of considering the (1) employment and dismissal of an employee; (2) appointment of a public official. Upon conclusion of this executive session, the Board President shall gavel the Board back into open session at this location. All matters discussed in this executive session is designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business. (Roll Call Vote)

BOE MEMBER	MOTION	2ND	YEA	NAY	ABSTAIN
MR. HASROUNI			X		
MS. KRALL			X		
MS. RAFTER		X	X		
MR. NEALE	X		X		



Village of Highland Hills

Village Council

December 4, 2023

Cassandra Pride
President of Council
Village of Highland Hills
3700 Northfield Road
Highland Hills, Ohio 44122

Dear President Pride,

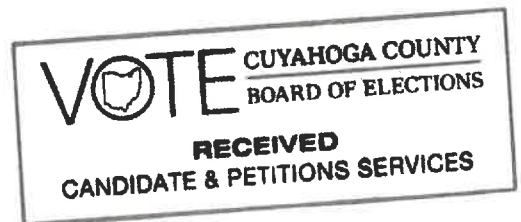
Please be advised that I am submitting my resignation, effective December 31, 2023, as Councilman for the Village of Highland Hills.

I am grateful to have had the opportunity to serve the residents and work with Council and the Administration in my capacity as Councilman. It is my intention to remain active in the community and help in any way I can for the advancement of Highland Hills.

Sincerely,

Michael L. Goodwin
Councilman

cc: Council President Pro Tem Derrick A. Williams
Councilwoman Geavona Greene
Councilman David Mills
Mayor Michael L. Booker
Law Director Thomas P. O'Donnell



'24 JAN 30 PM 1:17



Village of Highland Hills

Village Council

Date: January 30, 2024

I, Margaret M. Sikon, Clerk of Council of the Village of Highland Hills, Cuyahoga County, Ohio, do hereby certify that the attached Letter of Resignation of Michael L. Goodwin, dated December 4, 2023 was duly and regularly accepted by the Council of the Village of Highland Hills at a meeting held on January 3, 2024.

Margaret M. Sikon
Margaret M. Sikon
Clerk of Council
Village of Highland Hills, Ohio



'24 JAN 30 PM1:17

He asked twice more if there were any other nominations and there were none.

Councilman Mills then moved to close the nominations, which was seconded by Councilman McManus. All voted aye and the **nominations were closed.**

Councilwoman Pride then moved to approve Councilwoman Geavona Greene as Council President Pro Tem by unanimous consent, which was seconded by Councilman Mills. All voted aye and the **motion carried.**

Councilwoman Pride and Councilwoman Greene were then congratulated by all in attendance.

FORMALLY ACCEPT THE RESIGNATION OF COUNCILMAN MICHAEL L. GOODWIN:

Moved by Councilman Mills and seconded by Councilwoman Greene to accept the resignation of Councilman Michael Goodwin as of December 31, 2023. All voted aye and the resignation was **formally accepted.**

DISCUSSION BY PUBLIC: None.

APPROVAL OF CONSENT AGENDA: Items listed under the Consent Agenda are considered routine. Each item will be read individually into the record and the Consent Agenda will then be enacted as a whole by one motion and one roll call. There will be no separate discussion of these items. If discussion by Council is desired on any item on the Consent Agenda, that item will be removed from the Consent Agenda by Council motion and considered in its normal sequence under the Regular Order of Business.

- a. *Approval of minutes: December 12, 2023
- b. *Legislation: Introduce, suspend rules requiring three readings and referral to committee, and adopt those legislative items indicated with an asterisk (*):

***Resolution No. 2024-01:** A Resolution Providing for the Re-Appointment of Miajeunene Johnson as Director of the Department of Human Resource and Clerk of Mayor's Court, and Declaring an Emergency.

***Resolution No. 2024-02:** A Resolution Confirming the Mayor's Re-Appointment of Tyrone Conard to Serve as Public Works Director for the Village of Highland Hills, and Declaring an Emergency.

'24 JAN 30 PM 1:18

***Resolution No. 2024-03:** A Resolution Confirming the Mayor's Re-appointment of Robert Rodic to Serve as Chief Building Commissioner of the Building Department for the Village of Highland Hills, and Declaring an Emergency.

***Resolution No. 2024-04:** A Resolution Confirming the Mayor's Re-Appointment of Larry Finch to Serve as Director of Economic Development for the Village of Highland Hills, and Declaring an Emergency.

Moved by Councilman Mills and seconded by Councilwoman Greene to waive the three reading rule and referral to committee. All voted aye and the **motion carried.**

Moved by Councilwoman Greene and seconded by Councilman Mills to approve the Consent Agenda. All voted aye and the Consent Agenda was **adopted 4 – 0.**

COMMUNICATIONS: A thank you letter addressed to Senior Director Jean Smith from Hitchcock Center for Women, Inc. for the generous donation of clothing, accessories, toiletries and diapers from the Senior Advisory Board was read by the Clerk (attached).

REPORTS AND COMMUNICATIONS FROM THE MAYOR: Mayor Michael Booker welcomed Councilman McManus to Council and congratulated Councilwoman Greene and Councilman Mills on their re-election. The Mayor said he looks forward to great things in 2024 and beyond in working with Council. He thanked the Senior Advisory Board for their efforts in putting together the donations for the underprivileged and for their outreach in our community. He also thanked Councilwoman Geavona Greene for her assistance with the board's efforts.

DEPARTMENT HEAD REPORTS: Senior Director Jean Smith offered congratulations to the new Council and thanked everyone for their help with the Senior Advisory Board's donation drive.

REPORT FROM PRESIDENT OF COUNCIL: President Cassandra Pride thanked Council members for their support and for their support of the community. She said as we look to the future, we look forward to doing better things in 2024 as a Council. President Pride advised she will be reaching out to everyone regarding the Council committees.

REPORT FROM COUNCIL COMMITTEES: President Pride announced that appointments for 2024 will be assigned for the following committees:

Finance	Public Works
Properties/Buildings	Rules
Safety	

REPORT FROM COUNCIL REPRESENTATIVES TO REGULATORY OR OTHER BOARDS: President Pride announced that appointments for 2024 will be assigned for the following boards:

Audit	Human Resources Committee
Board of Control	Planning Commission
Board of Zoning Appeals	Senior Advisory Board
Fair Housing Commission	Tax Incentive Review Council

ORDINANCES AND RESOLUTIONS:

- a. **THIRD READING CONSIDERATION: None**
- b. **SECOND READING CONSIDERATION: None**
- c. **FIRST READING CONSIDERATION:**

Ordinance No. 2024-05: An Ordinance Providing Authority for the Purchase of Comprehensive Liability, Property and Auto Coverage through the Public Entities Pool of Ohio for the Village of Highland Hills, and Declaring an Emergency.

Moved by Councilman Mills and seconded by Councilwoman Greene to waive the three reading rule and referral to committee. All voted aye and the **motion carried.**

Moved by Councilman Mills and seconded by Councilwoman Greene to approve Ordinance No. 2024-05. All voted aye and the ordinance was **adopted 4 – 0.**

Ordinance No. 2024-06: An Ordinance Accepting a Grant from the Ohio Bureau of Workers Compensation in the amount of \$31,623.75 to Provide for Much Needed Equipment for the Highland Hills Fire Department, and Declaring an Emergency.

Moved by Councilwoman Greene and seconded by Councilman Mills to waive the three reading rule and referral to committee. All voted aye and the **motion carried.**

Moved by Councilman Mills and seconded by Councilman McManus to approve Ordinance No. 2024-06. All voted aye and the ordinance was **adopted 4 – 0.**

Ordinance No. 2024-07: An Ordinance Approving a Customer Agreement with Allstate Benefits to Provide Various Group Insurance Products to the Village Employees, and Declaring an Emergency.

Moved by Councilwoman Greene and seconded by Councilman Mills to waive the three reading rule and referral to committee. All voted aye and the **motion carried.**

Moved by Councilwoman Greene and seconded by Councilman McManus to approve Ordinance No. 2024-07. All voted aye and the ordinance was **adopted 4 – 0.**

Ordinance No. 2024-08: An Ordinance to Create Title Fifteen, Chapter 191 Tax Incentive Review Council of the Codified Ordinances of the Village of Highland Hills, and Declaring an Emergency.

Moved by Councilwoman Greene and seconded by Councilman Mills to waive the three reading rule and referral to committee. All voted aye and the **motion carried.**

Moved by Councilman Mills and seconded by Councilwoman Greene to approve Ordinance No. 2024-08. All voted aye and the ordinance was **adopted 4 – 0.**

MISCELLANEOUS PUBLIC COMMENT: None.

ADJOURNMENT: There being no further business, it was moved by Councilman Mills and seconded by Councilwoman Greene to adjourn the meeting. All voted aye and the meeting concluded at 6:18 p.m.

Cassandra Pride, President


Margaret Sikon, Clerk of Council

Attachment:

Resignation Letter from Councilman Michael L. Goodwin
Letter from Hitchcock Cener for Women, Inc.

'24 JAN 30 PM 1:18

Appointment Documents

Re: Reply requested: School Board Elected Official Contact List for Review**Matthew Brown** <mbrown@beachwoodschoools.org>

Tue 2/6/2024 11:30 AM

To: Cory Milne <cmilne@cuyahogacounty.gov>Cc: Brent Lawler <blawler@cuyahogacounty.gov>

4 attachments (444 KB)

Beachwood Certification to Fill Vacancy in Elected Office_02-06-24.pdf; DeLong Resignation Letter and Ghosh Oath of Office.pdf; 3313.11-11-12-1997.pdf; R. Ghosh Oath of Office Agenda Item_01-22-24.pdf;

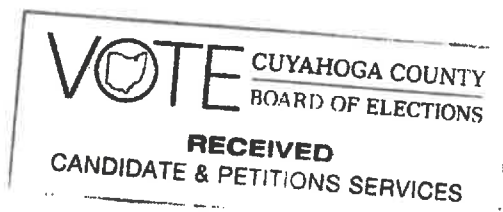
Thanks Cory - Please see the find attached the requested documents for the Appointment of our new Board member. If there is anything further that is needed please let me know.

Take care -

Matt Brown
Treasurer/CFO
216-464-2600 x2211

Beachwood CSID
Appointment

24 FEB 6 PM 12:41



On Tue, Feb 6, 2024 at 10:49 AM Cory Milne <cmilne@cuyahogacounty.gov> wrote:

Hi Matthew,

Thanks for the update; better late than never.

Please confirm that this is an appointment to a term ending in 12/31/25, and that no special election is required.

Also, you're missing the certification form that I attached to the original email. Please review the attached policy adopted by the Board and provide the certification as well.

Thanks,

Cory C. Milne, Assistant Manager

Candidate & Petition Services Dept.

Phone: 216-443-3230 | www.443vote.us**From:** Matthew Brown <mbrown@beachwoodschoools.org>**Sent:** Monday, February 5, 2024 3:29 PM**To:** Cory Milne <cmilne@cuyahogacounty.gov>

Certification to Fill Vacancy in Elected Office

February 6, 2024

(MM/DD/YYYY)

Beachwood, Ohio

(City/Village/Township)

To the Board of Elections of Cuyahoga County

The undersigned respectfully certifies that a vacancy in the office of Board of Education Member, in the

Beachwood City School District has occurred on 01/05/2024

(City/Village/Township/School)

(MM/DD/YYYY)

due to the Resignation of Jillian DeLong
(Death, Resignation, Etc.) (Print name of office holder)

The School Board has appointed Ranjini Ghosh, to fill the vacancy
(Council/Mayor/School Board etc.) (Print name of appointee)

under the authority of ORC 3313.11,
(cite the ORC/Charter/Ordinance sections granting the appointing authority)

who is a qualified elector residing at 2970 Richmond Rd., Beachwood, 44122,
(State full street address, city, and zip code)

631-629-9441 rghosh@beachwoodschoools.org

(State phone number and email)

to hold the office and to perform the duties thereof until a successor is elected and qualified as provided by law.

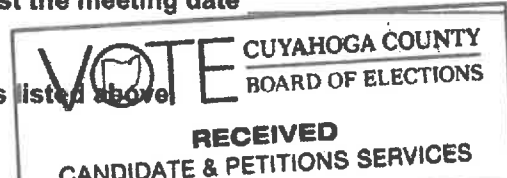
Through my signature below, represent and warrant that I have full and complete authority to issue this certification and that the Cuyahoga County Board of Elections may rely upon the information disclosed herein. I further declare that the foregoing covenants of authority and the described appointment are valid, true and accurate based on my own personal knowledge.

[Signature]
**Signed by appointing authority or
authorized representative (i.e., Clerk of Council,
School Treasurer, Mayor, etc.)

Treasurer/CFO
(Title)

2/6/2024
(Date)

- Provide the Board of Elections with the Appointees executed Oath of Office
- If the appointment requires action at a public meeting, list the meeting date 1/22/2024 and provide a copy of the agenda or meeting minutes.
- Attach a copy of the ORC / Charter / Ordinance sections listed above



WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE.

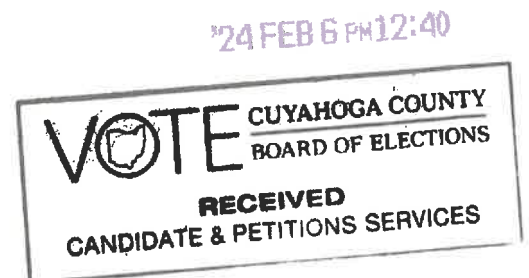
24 FEB 6 PM 12:40

OATH OF OFFICE OF BOARD MEMBER

I, **RANJINI GHOSH**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Ohio; and that I will faithfully and impartially discharge my duties as Board of Education member in and for the said Beachwood City School District, Cuyahoga County, Ohio; to the best of my ability, and in accordance with the laws now in effect and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified.



Ranjini Ghosh



Sworn to and subscribed before me this 18thth day of January, 2024.



Matt Brown, Treasurer

Beachwood City Schools



Ohio Revised Code

Section 3313.11 Vacancy in board.

Effective: November 12, 1997

Legislation: House Bill 269 - 122nd General Assembly

Notwithstanding division (D) of section 3311.19 and division (D) of section 3311.52 of the Revised Code, this section does not apply to any joint vocational or cooperative education school district.

A vacancy in any board of education may be caused by death, nonresidence, resignation, removal from office, failure of a person elected or appointed to qualify within ten days after the organization of the board or of appointment or election, removal from the district, or absence from meetings of the board for a period of ninety days, if such absence is caused by reasons declared insufficient by a two-thirds vote of the remaining members of the board, which vote must be taken and entered upon the records of the board not less than thirty days after such absence.

If the board members are selected by appointment pursuant to division (B) or (F) of section 3311.71 of the Revised Code, the appointing authority responsible for the appointment shall fill any such vacancy by appointment of an individual to serve the remainder of the unexpired term from a slate of at least three persons proposed by the municipal school district nominating panel established under that section. If the member creating the vacancy resides in a municipal school district but not in the municipal corporation containing the greatest portion of the district's territory, the individuals included on such slate shall also reside in the municipal school district but not in the municipal corporation containing the greatest portion of the district's territory.

If the board members are selected by election, the board shall fill any such vacancy at its next regular or special meeting, not earlier than ten days after such vacancy occurs. A majority vote of all the remaining members of the board may fill any such vacancy. Immediately after such a vote, the treasurer of the board of education shall give written notice to the board of elections responsible for conducting elections for that school district that a vacancy has been filled, and the name of the person appointed to fill the vacancy. Each person selected by the board or probate court to fill a vacancy shall hold office for the shorter of the following periods: until the completion of the unexpired term, or until the first day of January immediately following the next regular board of education election taking place more than ninety days after a person is selected by the board or

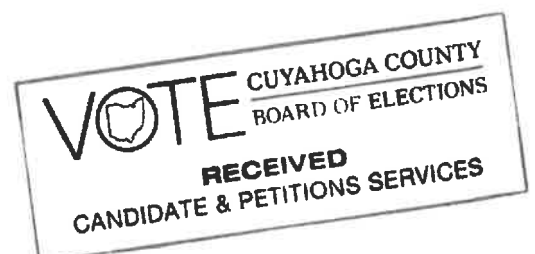


AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #235914

probate court to fill the vacancy. At that election, a special election to fill the vacancy shall be held in accordance with laws controlling regular elections for board of education members, except that no such special election shall be held if the unexpired term ends on or before the first day of January immediately following that regular board of education election. The term of a person chosen at a special election under this section shall begin on the first day of January immediately following the election, and the person shall serve for the remainder of the unexpired term. Whenever the need for a special election under this section becomes known, the board of education shall immediately give written notice of this fact to the board of elections responsible for conducting the regular board of education election for that school district.

The term of a board of education member shall not be lengthened by the member's resignation and subsequent selection by the board or probate court under this section.

'24 FEB 6 PM 12:41



The City of Bedford Heights



5661 PERKINS ROAD

BEDFORD HEIGHTS, OHIO 44146-2597

PHONE (440) 786-3200

FAX (440) 735-7528

MAYOR PHILLIP STEVENS

WARD COUNCIL

LLOYD ANDERSON - WARD 1

ENID THOMAS - WARD 2

MICHAEL WILLIS - WARD 3

DANIELLE HENDERSON - WARD 4

ALTON TINKER, AT LARGE

COUNCIL PRESIDENT

COUNCIL AT LARGE

KATHIE KELSO-PEREZ

PAUL BOUNDS

PATRICIA F. STAHL

CLERK OF COUNCIL

January 22, 2024

Cuyahoga County Board of Elections

Attn: Brent E. Lawler, Manager

Candidate & Petition Services

2925 Euclid Avenue

Cleveland, OH 44115-2497

Dear Mr. Lawler:

Enclosed please find the requested certified documents including the Certification to Fill Vacancy in Elected Office form, a copy of the Oath of Office for the new At Large Council person Paul Bounds and the Bedford Heights Charter Section 6.08.

As always, thank you for your assistance.

Sincerely,

A handwritten signature in blue ink that reads "Patricia F. Stahl".

Patricia F. Stahl

Clerk of Council

/ps

Enclosures



24 JAN 23 AM 8:48

Certification to Fill Vacancy in Elected Office

January 22, 2024

(MM/DD/YYYY)

Bedford Heights

Ohio

(City/Village/Township)

To the Board of Elections of Cuyahoga County

The undersigned respectfully certifies that a vacancy in the office of Council at Large, in the

City of Bedford Heights

(City/Village/Township/School)

has occurred on December 31, 2023

(MM/DD/YYYY)

due to the resignation

(Death, Resignation, Etc.)

of Councilman Phillip Stevens

(Print name of office holder)

The Council

(Council/Mayor/School Board etc.)

has appointed Paul Bounds

(Print name of appointee)

to fill the vacancy

under the authority of Bedford Heights Charter Section 6.08

(cite the ORC/Charter/Ordinance sections granting the appointing authority)

who is a qualified elector residing at 24600 Randolph Road Bedford Heights, OH 44146

(State full street address, city, and zip code)

440-232-0916 paulb@bedfordheights.gov

(State phone number and email)

to hold the office and to perform the duties thereof until a successor is elected and qualified as provided by law.

Through my signature below, represent and warrant that I have full and complete authority to issue this certification and that the Cuyahoga County Board of Elections may rely upon the information disclosed herein. I further declare that the foregoing covenants of authority and the described appointment are valid, true and accurate based on my own personal knowledge.

Peter F. Seale

Clerk of Council

(Title)

January 22, 2024

(Date)

**Signed by appointing authority or authorized representative (i.e., Clerk of Council, School Treasurer, Mayor, etc.)

- Provide the Board of Elections with the Appointees executed Oath of Office
- If the appointment requires action at a public meeting, list the meeting date _____ and provide a copy of the agenda or meeting minutes.
- Attach a copy of the ORC / Charter / Ordinance sections listed above.

WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE.



24 JAN 23 AM 8:48

STATE OF OHIO

)

) SS:

OATH OF OFFICE

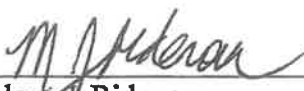
COUNTY OF CUYAHOGA

)

I, Paul Bounds, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of Ohio, the Charter of the City of Bedford Heights, and all laws of said City; and that I will faithfully, honestly, and impartially discharge the duties of Council at Large Council Member of the City of Bedford Heights, State of Ohio, during my continuance in said office, as I shall answer to God.


Paul Bounds

SWORN TO BEFORE ME and subscribed in my presence this 16th day of January 2024.


Marlene J. Ridenour
Law Director
City of Bedford Heights, Ohio

'24 JAN 23 AM 8:48

SECTION 6.08 VACANCY.

Any vacancy in the Council, except as otherwise provided in this Charter, shall be filled by appointment, by a majority vote of the remaining members of the Council.

If the vacancy is not so filled within thirty (30) days, the Mayor shall fill it by appointment.

The appointee shall hold office for the unexpired term of the member in whose office the vacancy occurred or until a successor to such vacant office is elected and qualified as hereinafter required.

A successor to the vacated council seat shall be elected by the electors of the Municipality in the event the vacancy occurs for the seat of a Councilman-at-Large, or by the electors of the Ward in the event the vacancy occurs for the seat of a Ward Councilman, at the next regular municipal election for such seat provided that:

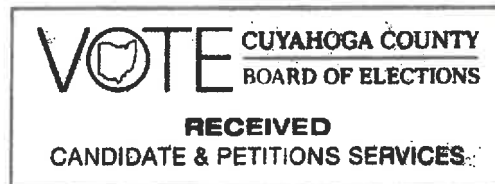
1. Such election occurs more than two (2) years prior to the expiration of the term of the office vacated; and
2. Such vacancy occurs more than sixty (60) days prior to such election.

In the event there be more than one vacancy to be so filled by election, the same provisions shall apply.

The term of a councilman shall not be lengthened by his resignation and subsequent appointment, but any appointee may be a candidate for such subsequent election.

(Amended June 2, 1981)

Bedford Hts Charter Section



24 JAN 23 AM 8:48

Brooklyn CSD
Appointment

Certification to Fill Vacancy in Elected Office

01/24/2024

(MM/DD/YYYY)

Brooklyn

Ohio

(City/Village/Township)

To the Board of Elections of Cuyahoga County

The undersigned respectfully certifies that a vacancy in the office of Board of Education, in the

Brooklyn City Schools

(City/Village/Township/School)

has occurred on 12/31/2023

(MM/DD/YYYY)

due to the resignation of Mr. Karam Hasrouni,
(Death, Resignation, Etc.) (Print name of office holder)

The School Board has appointed Mr. Jason Hubbell, to fill the vacancy
(Council/Mayor/School Board etc.) (Print name of appointee)

under the authority of O.R.C 3313.11,
(cite the ORC/Charter/Ordinance sections granting the appointing authority)

who is a qualified elector residing at 4388 S. Amber Dr. Brooklyn, OH 44144,
(State full street address, city, and zip code)

216-526-2518 jason.hubbell@bcshurricanes.org

(State phone number and email)

to hold the office and to perform the duties thereof until a successor is elected and qualified as provided by law.

Through my signature below, represent and warrant that I have full and complete authority to issue this certification and that the Cuyahoga County Board of Elections may rely upon the information disclosed herein. I further declare that the foregoing covenants of authority and the described appointment are valid, true and accurate based on my own personal knowledge.



**Signed by appointing authority or
authorized representative (i.e., Clerk of Council,
School Treasurer, Mayor, etc.)

Treasurer/CFO

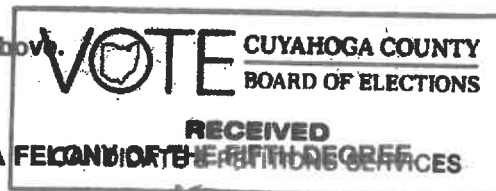
(Title)

1/24

(Date)

- Provide the Board of Elections with the Appointees executed Oath of Office
- If the appointment requires action at a public meeting, list the meeting date 1/23/2024 and provide a copy of the agenda or meeting minutes.
- Attach a copy of the ORC / Charter / Ordinance sections listed above.

WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OFFENSE



24 JAN 26 AM 9:14

The Board of Education of the Brooklyn City School District met on January 16, 2024, commencing at 6:00 p.m., at The Brooklyn City Schools Board of Education, Treasurer's Conference Room, 9200 Biddulph Road, Brooklyn, Ohio 44144, with the following members present:

Kelli Krall
Karam Hasrouni
Rocky Neale
Alison Rafter

The Treasurer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

ROCKY NEALE moved the adoption of the following resolution:

RESOLUTION TO FILL BOARD VACANCY

WHEREAS, on January 2, 2024, Karam Hasrouni resigned from a 2-year appointed position on the Board to accept a 4-year elected seat; and

WHEREAS, Mr. Hasrouni's resignation created a vacancy on this Board as defined by Section 3313.11 of the Ohio Revised Code; and

WHEREAS, pursuant to R.C. 3313.11, this Board is required to act to fill said vacancy between 10 and 30 days from the effective date of the vacancy; and

WHEREAS, on January 3, 2024, the Board posted notice of the vacancy and a request for letters of interest to fill the vacancy; and

WHEREAS, the Board received and considered letters of interest to fill the vacancy and desires now to make an appointment to fill the vacancy; and

WHEREAS, this action occurs between 10 and 30 days after the effective date of the vacancy;

NOW, THEREFORE BE IT RESOLVED that the Board hereby appoints **JASON HUBBELL** to fill the vacancy created by Mr. Hasrouni's resignation. **JASON HUBBELL**'s term shall expire December 31, 2025.

BE IT FURTHER RESOLVED that the Board directs the Treasurer to notify the Cuyahoga County Board of Elections that the Board has filled the vacancy with **JASON HUBBELL**.

BE IT FURTHER RESOLVED that this Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were held, in meetings open to the public, in compliance with the law.

KARAM HASROUNI seconded the motion.

Upon roll call on the adoption of the resolution, the vote was as follows:

Kelli Krall	<u>YES</u>
Karam Hasrouni	<u>YES</u>
Rocky Neale	<u>YES</u>
Alison Rafter	<u>YES</u>

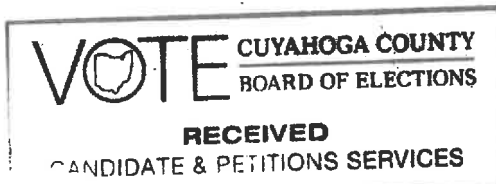
TREASURER'S CERTIFICATION

The foregoing is a true and correct excerpt from the minutes of the meeting of the Board of Education of the Brooklyn City School District on January 16, 2024, showing the adoption of the resolution herein above set forth.



Robert Schirhart, Treasurer/CFO
Brooklyn Board of Education
Brooklyn City School District; Brooklyn, Ohio

Dated: January 16, 2023



'24 JAN 26 AM 9:14

.EAS, on January 3, 2024, the Board posted notice of the vacancy and a request for letters of interest to fill
, and

WHEREAS, the Board received and considered letters of interest to fill the vacancy and desires now to make an
ajntment to fill the vacancy; and

WHEREAS, this action occurs between 10 and 30 days after the effective date of the vacancy;

NOW, THEREFORE BE IT RESOLVED that the Board hereby appoints **JASON HUBBELL** to fill the vacancy
created by Mr. Hasrouni's resignation. **JASON HUBBELL**'s term shall expire December 31, 2025.

BE IT FURTHER RESOLVED that the Board directs the Treasurer to notify the Cuyahoga County Board of
Elections that the Board has filled the vacancy with **JASON HUBBELL**.

BE IT FURTHER RESOLVED that this Board finds and determines that all formal actions of this Board and of
any of its committees concerning and relating to the adoption of this resolution were taken, and that all deliberations of
this Board and of any of its committees that resulted in such formal actions were held, in meetings open to the public, in
compliance with the law.

Karam Hasrouni seconded the motion.

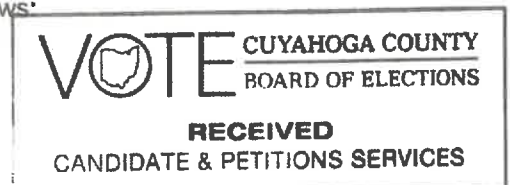
Upon roll call on the adoption of the resolution, the vote was as follows:

Kelli Krall Y

Karam Hasrouni Y

Rocky Neale Y

Alison Rafter Y



'24 JAN 26 AM 9:14

TREASURER'S CERTIFICATION

The foregoing is a true and correct excerpt from the minutes of the meeting of the Board of Education of the
Brooklyn City School District on January 16, 2024, showing the adoption of the resolution herein above set forth.

Robert Schirhart, Treasurer/CFO
Brooklyn Board of Education

Dated: January 16, 2023

Brooklyn City School District; Brooklyn, Ohio

BOE MEMBER	MOTION	2ND	YEA	NAY	ABSTAIN
MR. HASROUNI		X	X		
MS. KRALL			X		
MS. RAFTER			X		
MR. NEALE	X		X		
APPROVED					

Section 3313.11 | Vacancy in board.

Ohio Revised Code / Title 33 Education-Libraries / Chapter 3313 Boards of Education

Effective: November 12, 1997 Latest Legislation: House Bill 269 - 122nd General Assembly

Notwithstanding division (D) of section 3311.19 and division (D) of section 3311.52 of the Revised Code, this section does not apply to any joint vocational or cooperative education school district.

A vacancy in any board of education may be caused by death, nonresidence, resignation, removal from office, failure of a person elected or appointed to qualify within ten days after the organization of the board or of appointment or election, removal from the district, or absence from meetings of the board for a period of ninety days, if such absence is caused by reasons declared insufficient by a two-thirds vote of the remaining members of the board, which vote must be taken and entered upon the records of the board not less than thirty days after such absence.

If the board members are selected by appointment pursuant to division (B) or (F) of section 3311.71 of the Revised Code, the appointing authority responsible for the appointment shall fill any such vacancy by appointment of an individual to serve the remainder of the unexpired term from a slate of at least three persons proposed by the municipal school district nominating panel established under that section. If the member creating the vacancy resides in a municipal school district but not in the municipal corporation containing the greatest portion of the district's territory, the individuals included on such slate shall also reside in the municipal school district but not in the municipal corporation containing the greatest portion of the district's territory.

If the board members are selected by election, the board shall fill any such vacancy at its next regular or special meeting, not earlier than ten days after such vacancy occurs. A majority vote of all the remaining members of the board may fill any such vacancy.

Immediately after such a vote, the treasurer of the board of education shall give written notice to the board of elections responsible for conducting elections for that school district that a vacancy has been filled, and the name of the person appointed to fill the vacancy. Each person selected by the board or probate court to fill a vacancy shall hold office for the shorter of the following periods: until the completion of the unexpired term, or until the first day of January immediately following the next regular board of education election taking place more than ninety days after a person is selected by the board or probate court to fill the vacancy. At that election, a special election to fill the vacancy shall be held in accordance with laws controlling regular elections for board of education members, except that no such special election shall be held if the unexpired term ends on or before the first day of January immediately following that regular board of education election. The term of a person chosen at a special election under this section shall begin on the first day of January immediately following the election, and the person shall serve for the remainder of the unexpired term. Whenever the need for a special election under this section becomes known, the board of education shall immediately give written notice of this fact to the board of elections responsible for conducting the regular board of education election for that school district.

The term of a board of education member shall not be lengthened by the member's resignation and subsequent selection by the board or probate court under this section.

Available Versions of this Section

November 12, 1997 – House Bill 269 - 122nd General Assembly

Certification to Fill Vacancy in Elected Office

01/30/2024

(MM/DD/YYYY)

Highland Hills

Ohio

(City/Village/Township)

To the Board of Elections of Cuyahoga County

The undersigned respectfully certifies that a vacancy in the office of Council Member, in the

Village of Highland Hills

(City/Village/Township/School)

has occurred on December 31, 2023

(MM/DD/YYYY)

due to the resignation

(Death, Resignation, Etc.)

of Michael L. Goodwin

(Print name of office holder)

The Council has appointed Robert L. Wright, II, to fill the vacancy

(Council/Mayor/School Board etc.)

(Print name of appointee)

under the authority of Highland Hills Charter Article II, Section 4.

(cite the ORC/Charter/Ordinance sections granting the appointing authority)

who is a qualified elector residing at 20700 Patterson Parkway, Highland Hills, OH 44122

(State full street address, city, and zip code)

216-502-1552; rlwrightii@gmail.com

(State phone number and email)

to hold the office and to perform the duties thereof until a successor is elected and qualified as provided by law.

Through my signature below, represent and warrant that I have full and complete authority to issue this certification and that the Cuyahoga County Board of Elections may rely upon the information disclosed herein. I further declare that the foregoing covenants of authority and the described appointment are valid, true and accurate based on my own personal knowledge.

Margaret Selim

**Signed by appointing authority or
authorized representative (i.e., Clerk of Council,
School Treasurer, Mayor, etc.)

Clerk of Council
(Title)

1/30
(Date)

- Provide the Board of Elections with the Appointees executed Oath of Office
- If the appointment requires action at a public meeting, list the meeting date provide a copy of the agenda or meeting minutes.
- Attach a copy of the ORC / Charter / Ordinance sections listed above.

01/24/2024

WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE.

'24 JAN 30 PM 1:17

RECEIVED
CANDIDATE & PETITIONS SERVICES

VOTE
CUYAHOGA COUNTY
BOARD OF ELECTIONS

**THE VILLAGE OF HIGHLAND HILLS, OHIO
COUNCIL MEMBER**

OATH OF OFFICE


I, **ROBERT L. WRIGHT, II** do solemnly swear that I will support the Constitution of the United States of America, the Constitution and Laws of the State of Ohio, the Charter and Ordinances of the Village of Highland Hills, obey the rules, regulations and orders of Council of the Village of Highland Hills, Ohio, and will discharge the duties of the position of Councilperson to the best of my knowledge and ability, so help me God.

Date: January 24, 2024


ROBERT L. WRIGHT, II

STATE OF OHIO)
) ss.
COUNTY OF CUYAHOGA)

SWORN TO BEFORE ME, and subscribed in my presence this 24th Day of January, 2024.


**THOMAS P. O'DONNELL
DIRECTOR OF LAW
VILLAGE OF HIGHLAND HILLS, OHIO**

'24 JAN 30 PM 1:18



Village of Highland Hills

Village Council

Date: January 30, 2024

I, Margaret M. Sikon, Clerk of Council of the Village of Highland Hills, Cuyahoga County, Ohio, do hereby certify that the attached Oath of Office of Robert L. Wright, II is a true and accurate copy of the executed original, which was signed and notarized on January 24, 2024.

Margaret M. Sikon
Margaret M. Sikon
Clerk of Council
Village of Highland Hills, Ohio

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VILLAGE OF HIGHLAND HILLS, OHIO
MINUTES OF COUNCIL'S ORGANIZATIONAL MEETING

January 3, 2024

6:00 p.m.

The Organizaional Council Meeting of the Village of Highland Hills, Ohio was called to order at 6:00 p.m. by Clerk Margaret Sikon in Room No. 14 of Village Hall, and it was also broadcast via Zoom Video Communications.

PLEDGE OF ALLEGIANCE: Everyone stood for the Pledge of Allegiance, which was recited by all.

FORMAL SWEARING IN: The Oath of Office was administered to Councilwoman Geavona Greene and Councilman David Mills by Law Director Thomas P. O'Donnell.

The Oath of Office was administered to Councilman James McManus by Mayor Michael L. Booker. All received congratulations from those in attendance.

ROLL CALL: Present were Councilpersons Cassandra Pride, Geavona Greene, David Mills and James McManus. Also present: Mayor Michael L. Booker, Law Director Thomas P. O'Donnell, Senior Director Jean Smith and Mayor's Assistant Erich Stubs.

ORGANIZATIONAL MATTERS: Election of Officers

Law Director Thomas O'Donnell opened nominations for the selection of Council President:

Councilwoman Geavona Greene nominated Councilwoman Cassandra Pride.

He asked twice more if there were any other nominations and there were none.

Councilman Mills then moved to close the nominations, which was seconded by Councilman McManus. All voted aye and the **nominations were closed**.

Councilwoman Greene then moved to approve Councilwoman Cassandra Pride as President by unanimous consent, which was seconded by Councilman Mills. All voted aye and the **motion carried**.

Law Director Thomas O'Donnell then called for nominations for the selection of Council President Pro Tem:

Councilwoman Cassandra Pride nominated Councilwoman Geavona Greene.

He asked twice more if there were any other nominations and there were none.

24 JAN 30 PM 1:18

**COUNCIL OF THE
VILLAGE OF HIGHLAND HILLS**

RESOLUTION NO. 2024-09

For the January 24, 2024
Special Council Meeting

Introduced by: Council President Pride
Supported by: Councilperson Greene, Mills,
McManus

**A RESOLUTION CONFIRMING COUNCIL'S APPOINTMENT OF ROBERT WRIGHT, II
AS COUNCIL MEMBER TO FILL A VACANCY CREATED BY THE RESIGNATION OF
MICHAEL GOODWIN, AND DECLARING AN EMERGENCY.**

WHEREAS, Michael Goodwin was a duly elected councilperson for the Village of Highland Hills, whose term will expire on December 31, 2025 and who resigned his position effective December 31, 2023, which was formally accepted by this Council on January 3, 2024, and

WHEREAS, Pursuant to the Village of Highland Hills Charter, Article II, Section 4, this Council has the first authority to fill a vacancy of one of its members, and

WHEREAS, Council advertised for applications to fill this vacancy and receive qualified applications and scheduled and held interviews of the candidate(s), and

WHEREAS, Council has determined to appoint Robert Wright, II to fill this vacancy until, pursuant to Article II, Section 4 of the Village Charter, an election can be held in November, 2024 for the remainder of the unexpired term which ends on December 31, 2025, and

WHEREAS, Council desires to keep an accurate record of these various appointments.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF
HIGHLAND HILLS, OHIO:**

Section 1: That Council hereby appoints Robert Wright, II to fill the vacancy on Council created by the resignation of former council person Michael Goodwin, said appointment being for a period of time until, pursuant to Article II, Section 4 of the Village Charter, an election can be held in November, 2024 for the remainder of the unexpired term which ends on December 31, 2025.

Section 2: That said appointment shall be effective upon taking said oath of office.

Section 3: That the Clerk shall comply with the Cuyahoga County Board of Elections policy on appointments to fill vacancies of elected officers and certify this appointment to the County Board of Elections within the seven (7) days of this appointment.

Section 4: Council finds and determines that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an orderly meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action

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Resolution No. 2024-09
For January 24, 2024
Special Council Meeting
Page 2 of 2

were conducted in meetings open to the public and in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 5: This Resolution is declared to be an emergency measure necessary to provide for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the Village of Highland Hills, and for the reason that it is necessary to make this immediate appointment for the orderly operation of the Village Council. It shall, therefore, take effect immediately upon passage.

Passed in Council this 24th day of January, 2024.

First Reading: ✓ Second Reading: _____ Third Reading: _____

Vote: Pride ✓ yea__ nay Greene ✓ yea__ nay Mills ✓ yea__ nay
McManus ✓ yea__ nay

Cassandra Pride
Cassandra Pride
President of Council
Date 1/24/24

Attest: Margaret Sikou
Margaret Sikou, Clerk of Council
Date 1/24/24

Filed with the Mayor: ✓
Date 1/26/24

Approved By: M. L. Booker
Michael L. Booker, Mayor
Date 1/26/24

2024-09

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CHARTER
VILLAGE OF HIGHLAND HILLS, OHIO

EDITOR'S NOTE: The Highland Hills Charter was originally adopted on November 6, 1991. Dates appearing in parentheses following a section heading indicate that those provisions were subsequently added, amended or repealed on the date given.

PREAMBLE

ARTICLE I. NAME, BOUNDARIES, AND POWERS

ARTICLE II. COUNCIL

- Sec. 1. Powers, Number and Term. (11-3-15)
- Sec. 2. Organization. (11-2-10; 11-3-20)
- Sec. 3. Removal of Members. (11-3-20)
- Sec. 4. Vacancy.
- Sec. 5. Procedure. (11-7-00)
- Sec. 6. When Ordinances and Resolutions Take Effect.

ARTICLE III. THE MAYOR

- Sec. 1. Executive and Administrative Powers.
- Sec. 2. Term and Nature of Office.
- Sec. 3. Vacancy and Removal. (11-7-00)
- Sec. 4. General Powers and Duties. (11-3-15; 11-2-21)
- Sec. 5. Mayor's Veto. (11-2-04)

ARTICLE IV. VILLAGE CLERK/TREASURER (REPEALED)

ARTICLE V. NOMINATIONS, ELECTION, AND QUALIFICATIONS

- Sec. 1. Nominations and Elections.
- Sec. 2. Qualification of Officers. (11-2-10)

ARTICLE VI. INITIATIVE, REFERENDUM AND RECALL

- Sec. 1. Initiative Petition Process. (11-3-20)
- Sec. 2. Referendum.
- Sec. 3. Recall. (11-7-17)
- Sec. 4. Form of Petitions.

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SECTION 4. VACANCY.

Any vacancy in the Council, except as otherwise provided in this Charter, shall be filled by a majority vote of the remaining members of the Council. If such vacancy is not filled by Council within thirty (30) days after the vacancy has been declared by a vote of the Council, the Mayor shall fill it by appointment.

If the unexpired term is for more than one (1) year or if the next municipal election of officers will occur more than one (1) year after the vacancy, such office shall be filled by a vote of the people at an election for that purpose. Whenever possible, such election will be held on a date set aside for regular elections as defined by state law.

If the office of Council President shall become vacant, the President Pro Tem shall assume the office and the President Pro Tem's seat shall be declared vacant. Council shall elect another President Pro Tem for the remainder of the term.

SECTION 5. PROCEDURE.

All the legislative powers of the Municipality and all other powers as may be granted by this Charter, except as otherwise provided by the Constitution of the State of Ohio, together with all such powers as are now or may hereafter be granted by the Laws of Ohio to Boards of control, municipal taxing commissions, boards of health, or any other municipal commission, board or body now or hereafter created, shall be vested in the Council, except as otherwise provided in this Charter.

A majority of the members elected to the Council shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time and compel the attendance of absent members. The Council shall establish the lesser number in its rules.

Ordinances shall require the affirmative vote of a majority of the Council. The amendment and repeal of any ordinance shall be by the same vote required for its passage. The Council shall keep a public journal of its proceedings.

Special meetings of Council may be called by the Mayor or by three (3) members of Council. All members of Council, the Mayor and the Clerk shall be notified at least twelve (12) hours in advance of the special meeting by written notice delivered to their respective official addresses. General notice shall be given to the public according to the rules of Council.

The Rules of Council, adopted by ordinance, shall specify the following:

- (a) The time and place of regular meetings, meeting at least once (1) in each of eleven calendar months;
- (b) The enforcement of attendance at its meetings and punishment for disorderly conduct at its meetings;
- (c) The form and method of enacting ordinances and resolutions; however, no ordinance or resolution, except general appropriation ordinances, shall contain more than one subject which shall be clearly stated in the title and no ordinance or resolution of a general or permanent nature granting a franchise, creating a right, involving the expenditure of money or levying of a tax (other than a resolution providing for an election on the question of issuing bonds or levying a tax) or for the purchase, lease, sale or transfer of property shall be passed unless it has been read in full or by title on three (3) different days, unless the requirement for such three (3) readings be dispensed with by the affirmative vote of two-thirds of the members of Council;



Village of Highland Hills

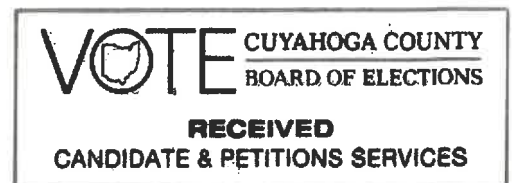
Village Council

Date: January 30, 2024

I, Margaret M. Sikon, Clerk of Council of the Village of Highland Hills, Cuyahoga County, Ohio, do hereby certify that Resolution No. 2024-09 was duly and regularly passed by the Council of the Village of Highland Hills at a meeting held on January 24, 2024.

Margaret M. Sikon
Margaret M. Sikon
Clerk of Council
Village of Highland Hills, Ohio

'24 JAN 30 PM1:17



North Olmsted Newly Elected Board of Education Member

Malone, Ginny <virginia.malone@nolmsted.org>

Tue 1/23/2024 4:52 PM

To: Cory Milne <cmilne@cuyahogacounty.gov>; Katie Henes <katie.henes@nolmsted.org>

📎 4 attachments (169 KB)

Dan Rahm Oath of Office_BOE member 1.22.24.pdf; D. Rahm_Certification to Fill Vacancy in Elected Office Form complete 1.23.24.pdf; January 22. 2024 NOCS Board Agenda.pdf; Policy for Certify an Appointed Office Holder.pdf;

Good afternoon Mr. Milne,

Please find the documentation of the Newly Elected Board of Education Member for the North Olmsted City Schools. Please let me know if you need additional information or if I am missing any necessary documents.

Thank you for your assistance.

Have a great day!

Respectfully,

Ginny

Ginny Malone

Executive Secretary for the Superintendent

North Olmsted City Schools

26669 Butternut Ridge Road

North Olmsted, Ohio 44070

Phone: 440-588-5304

Fax: 440-588-5373

Go Eagles!

Appointment

Confidentiality Notice: If the information in this email relates to an individual or student, it may be private data under state or federal privacy laws. This individual private data should not be reviewed, distributed or copied by any person other than the intended recipients(s), unless otherwise permitted by law. If you are not the intended recipient, any further review, dissemination, distribution, or copying of this electronic communication or any attachment is strictly prohibited. If you have received an electronic communication in error, you should immediately return it to the sender and delete it from your system.

Certification to Fill Vacancy in Elected Office

01/23/2024

(MM/DD/YYYY)

North Olmsted

Ohio

(City/Village/Township)

To the Board of Elections of Cuyahoga County

The undersigned respectfully certifies that a vacancy in the office of North Olmsted Board Member in the
North Olmsted City School District has occurred on 12/11/2023
(City/Village/Township/School) (MM/DD/YYYY)

due to the Resignation of Mr. Brian Hall
(Death, Resignation, Etc.) (Print name of office holder)

The North Olmsted Board of Education has appointed Daniel H. Rahm to fill the vacancy
(Council/Mayor/School Board etc.) (Print name of appointee)

under the authority of ORC 3301.06
(cite the ORC/Charter/Ordinance sections granting the appointing authority)

who is a qualified elector residing at 23950 Frank Street, North Olmsted, Ohio 44070
(State full street address, city, and zip code)

440-315-2750 dhrahm@gmail.com
(State phone number and email)

to hold the office and to perform the duties thereof until a successor is elected and qualified as provided by law.

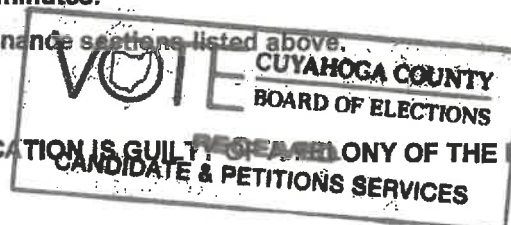
Through my signature below, represent and warrant that I have full and complete authority to issue this certification and that the Cuyahoga County Board of Elections may rely upon the information disclosed herein. I further declare that the foregoing covenants of authority and the described appointment are valid, true and accurate based on my own personal knowledge.

[Signature]
**Signed by appointing authority or
authorized representative (i.e., Clerk of Council,
School Treasurer, Mayor, etc.)

Treasurer 1/22
(Title) (Date)

- Provide the Board of Elections with the Appointees executed Oath of Office
- If the appointment requires action at a public meeting, list the meeting date 1/22/2024 and provide a copy of the agenda or meeting minutes.
- Attach a copy of the ORC / Charter / Ordinance sections listed above.

WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE



JAN 24 10:47

North Olmsted City Schools

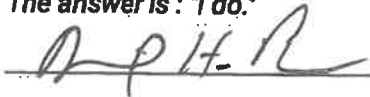
Oath of Office

Before beginning his or her duties, a member shall take the oath of office, which may be administered by the treasurer, any member of the board, member of the General Assembly, judge of a court or any notary public (Revised Code Section 3313.10, 147.07, 3.24).

Following is suggested oath, but other oaths may be used:

Do you solemnly swear (or affirm) that you will support the Constitution of the United States and the Constitution of the state of Ohio, and that you will faithfully and impartially discharge your duties as members of the board of education of the North Olmsted City school district, Cuyahoga County, Ohio, to the best of your ability, and in accordance with the laws now in effect and hereafter to be enacted, during your continuance in said office, and until your successor is elected and qualified?

The answer is : "I do."

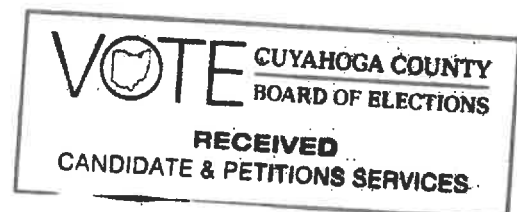


Member's Signature

January 22, 2024

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'24 JAN 24 AM 8:47



Certification to Fill Vacancy in Elected Office

02-07-2024

(MM/DD/YYYY)

Orange Village, Ohio

(City/Village/Township)

To the Board of Elections of Cuyahoga County

The undersigned respectfully certifies that a vacancy in the office of _____ Council _____, in the

Orange Village

(City/Village/Township/School)

has occurred on 01-01-2023

(MM/DD/YYYY)

due to the Resignation of Judson Kline
(Death, Resignation, Etc.) (Print name of office holder)

The Council has appointed Jeffrey Foster, to fill the vacancy
(Council/Mayor/School Board etc.) (Print name of appointee)

under the authority of SECTION III-5. VACANCIES.
(cite the ORC/Charter/Ordinance sections granting the appointing authority)


who is a qualified elector residing at 4260 N Hilltop Rd., Orange Village, OH 44022
(State full street address, city, and zip code)

216-780-1218 / fosterj@orangevillage.com

(State phone number and email)

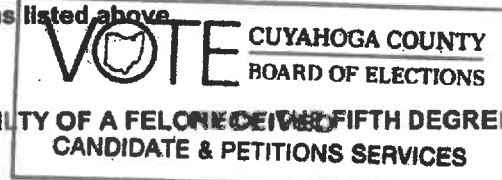
to hold the office and to perform the duties thereof until a successor is elected and qualified as provided by law.

Through my signature below, represent and warrant that I have full and complete authority to issue this certification and that the Cuyahoga County Board of Elections may rely upon the information disclosed herein. I further declare that the foregoing covenants of authority and the described appointment are valid, true and accurate based on my own personal knowledge.

 _____, Council President 2/7
(Title) (Date)
**Signed by appointing authority or authorized representative (i.e., Clerk of Council, School Treasurer, Mayor, etc.)

- Provide the Board of Elections with the Appointees executed Oath of Office
- If the appointment requires action at a public meeting, list the meeting date February 7, 2024 and provide a copy of the agenda or meeting minutes.
- Attach a copy of the ORC / Charter / Ordinance sections listed above

WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE.



24 FEB 9 PM 12:06



OATH OF OFFICE

STATE OF OHIO)
)
COUNTY OF CUYAHOGA)

I, **JEFFREY FOSTER**, DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES, THE CONSTITUTION OF THE STATE OF OHIO, THE RULES, REGULATIONS AND CHARTER OF ORANGE VILLAGE; AND THAT I WILL FAITHFULLY, HONESTLY AND IMPARTIALLY DISCHARGE MY DUTIES AS A COUNCILMAN OF ORANGE VILLAGE, STATE OF OHIO, DURING MY CONTINUANCE IN SAID OFFICE.

 
JEFFREY FOSTER

SWORN TO BEFORE ME AND IN MY PRESENCE SUBSCRIBED, THIS 7TH DAY OF FEBRUARY, 2024. IN WITNESS WHEREOF I HAVE HEREUNTO SET MY HAND AND CAUSED TO BE AFFIXED THE SEAL OF ORANGE VILLAGE THIS 7TH DAY OF FEBRUARY, 2024.



JUDSON A. KLINE
MAYOR



'24 FEB 9 PM 12:06

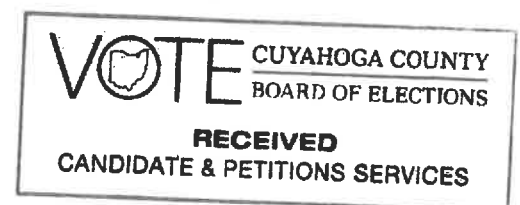
SECTION III-5. VACANCIES.

A vacancy in Council shall occur upon the death, resignation, or removal from office of any member of Council pursuant to Section 4 of this Article III or Article VII, Section 4, of this Charter. The vacancy shall be filled by a majority vote of the remaining members of Council within forty-five (45) days from the next regularly scheduled meeting of Council following the vacancy; provided that if a vacancy shall occur at a regularly scheduled Council meeting, the time shall be computed as of that date.

In the event that the remaining members of Council shall fail to fill a vacancy as provided above, the Mayor shall fill the vacancy within thirty (30) days.

Any member of Council so appointed shall hold office until the next regular municipal election, provided said regular municipal election occurs not less than ninety (90) days from the date on which said member's appointment becomes effective. The winner of this election will serve the balance of the unexpired term. In the event the next regular municipal election is scheduled to occur less than ninety (90) days from the date of said appointment, said member shall serve the balance of the unexpired term. (Amended 11-6-18)

'24 FEB 9 PM12:06



Certification to Fill Vacancy

Anna Girardi <agirardi@orangevillage.com>

Fri 2/9/2024 11:58 AM

To: Brent Lawler <blawler@cuyahogacounty.gov>; Cory Milne <cmilne@cuyahogacounty.gov>

1 attachments (536 KB)

Certification to Fill Vacany sent to BOE with backup 2-9-24.pdf;

I attached the paperwork that will be mailed today concerning the appointment to the vacant council seat for Orange Village.

Let me know if you need anything else.

Thank you,



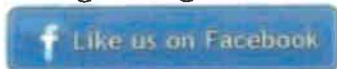
Anna Girardi, Executive Assistant to Mayor Jud Kline



Council Clerk

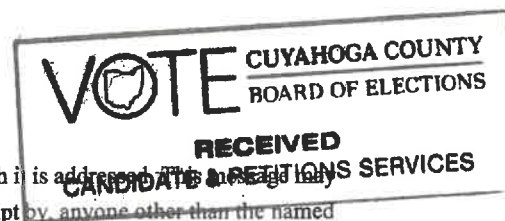
Orange Village
4600 Lander Road
Orange Village, OH 44022
440-287-5131
Fax 440-498-4404

Orange Village is on Facebook!



Confidentiality Notice

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Certification to Fill Vacancy in Elected Office

01/30/2024

(MM/DD/YYYY)

South Euclid, Ohio

(City/Village/Township)

To the Board of Elections of Cuyahoga County

The undersigned respectfully certifies that a vacancy in the office of City Council Ward 4, in the

City of South Euclid

(City/Village/Township/School)

has occurred on 01/22/2024

(MM/DD/YYYY)

due to the no qualified candidates filing for of Ward 4 Council in November 2023 Election.

(Death, Resignation, Etc.)

(Print name of office holder)

The City Council has appointed John Fahsbender, to fill the vacancy

(Council/Mayor/School Board etc.)

(Print name of appointee)

under the authority of South Euclid City Charter Article II, Section 7,
(cite the ORC/Charter/Ordinance sections granting the appointing authority)

who is a qualified elector residing at 4063 Stilmore Road, South Euclid, Ohio 44121,
(State full street address, city, and zip code)

Phone: 216.577.0868 Email: john_fahsbender@me.com

(State phone number and email)

to hold the office and to perform the duties thereof until a successor is elected and qualified as provided by law.

Through my signature below, represent and warrant that I have full and complete authority to issue this certification and that the Cuyahoga County Board of Elections may rely upon the information disclosed herein. I further declare that the foregoing covenants of authority and the described appointment are valid, true and accurate based on my own personal knowledge.



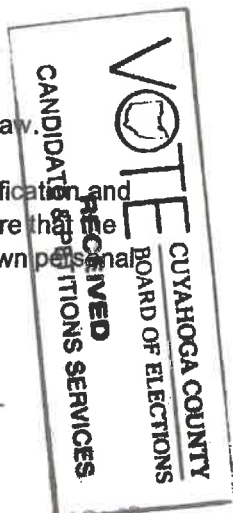
Clerk of Council

1/30

**Signed by appointing authority or
authorized representative (i.e., Clerk of Council,
School Treasurer, Mayor, etc.)

(Title)

(Date)



'24 JAN 31 PM 12:42

- Provide the Board of Elections with the Appointees executed Oath of Office
- If the appointment requires action at a public meeting, list the meeting date January 22, 2024 and provide a copy of the agenda or meeting minutes.
- Attach a copy of the ORC / Charter / Ordinance sections listed above.

WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE.

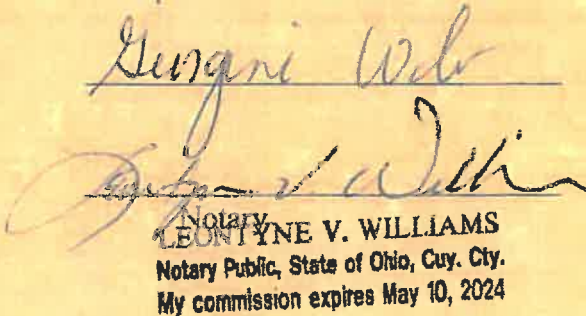
OATH OF OFFICE

Cuyahoga County)
) ss
State of Ohio)

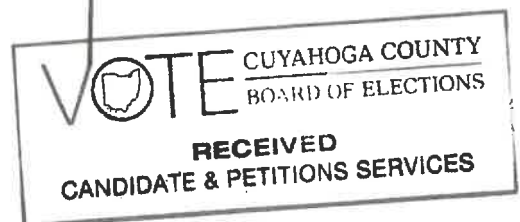
I, **John Fahsbender** , do solemnly swear that I will support the **CONSTITUTION OF THE UNITED STATES** and the **CONSTITUTION OF THE STATE OF OHIO** and that I will faithfully, honestly and impartially discharge the duties as a member of the **City Council** for the City of South Euclid, Ohio during my ~~two~~ **(2) year term** in said office which expires **December 31, 2022**.


John Fahsbender

SWORN TO BEFORE ME AND SUBSCRIBED IN
MY PRESENCE THIS 24th DAY OF
January, 2022


LEONTYNE V. WILLIAMS
Notary Public, State of Ohio, Cuy. Cty.
My commission expires May 10, 2024

'24 JAN 31 PM 12:42



THE CITY OF SOUTH EUCLID

SCHEDULE OF MEETING

Monday, January 22, 2024

South Euclid Community Center

8:00 PM

The Meeting will also be live streamed for Public Access.

Visit our homepage at www.cityofsoutheuclid.com to join meeting.

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. APPROVAL OF MINUTES: December 11, 2023 &
January 2, 2024 (Organizational Meeting).

4. SWEARING-IN CEREMONY – SOUTH EUCLID POLICE DEPARTMENT

- Asher Soltis: Taking oath of office after graduating from the Academy.
- Brian Bolinger: Taking oath of office after graduating from the Academy.
- Sergeant Michael Fink: Promotion to Lieutenant.
- Corporal Brian Shamblin: Promotion to Sergeant.
- Patrol Officer (K-9) Miles Blansette: Promotion to Sergeant.

5. REPORT OF MAYOR & DEPARTMENT HEADS

6. REPORT OF LAW DIRECTOR

7. REPORT OF SCHOOL DISTRICT

8. PUBLIC HEARINGS (OPEN MEETING) RELATED TO AGENDA ITEMS

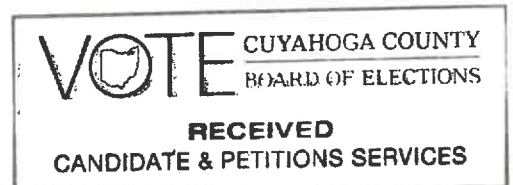
9. REPORT OF COUNCIL COMMITTEES

10. LEGISLATION REQUESTED BY THE MAYOR & ADMINISTRATION

Ordinance 05-24 Authorizing the mayor to execute and enter into a Collective Bargaining Agreement with Local 2319 and Ohio Council 8 of the American Federation of State, County & Municipal Employees Union; and declaring an emergency. First Reading.

Resolution 03-24 Authorizing the City Engineer to prepare the necessary plans, specifications, and advertise for bids for the 2024 Street Resurfacing Program in the City of South Euclid, Ohio; and declaring an emergency. First Reading.

Resolution 04-24 Authorizing the City Engineer to prepare the necessary plans,



'24 JAN 31 PM12:42

11. PUBLIC HEARINGS (OPEN MEETING) RELATED TO OPEN BUSINESS
12. COMMUNICATIONS OF CITY COUNCIL
13. ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSES OF DISCUSSING PERSONNEL/APPOINTMENT OF WARD 4 COUNCIL MEMBER.
14. MOTION TO APPOINT WARD 4 MEMBER OF COUNCIL
15. ADJOURN

ARTICLE II - THE COUNCIL

SECTION 1. POWERS, NUMBER AND TERM.

The legislative power of the City except as limited by this Charter and such additional powers as may be expressly granted by this Charter, shall be vested in a Council of seven members. Three of said Council members shall be elected at large. In addition, one Council member shall be elected from each of the four wards to represent that ward in Council. The terms of the members of the Council shall begin on the first day of January next following their election. Each Council member shall serve for a period of four years or until his/her successor is chosen and qualified. The four ward Councilmen shall be elected in November, 1965, with their term of office commencing January 1, 1966. The three members of Council to be elected at large, shall be elected in November, 1967, with their term of office commencing January 1, 1968.

(Approved by voters 11-3-64.)

SECTION 2. QUALIFICATIONS.

Each member of Council shall be a qualified elector of the City, shall have resided continuously therein for not less than three years next preceding his/her election and shall continue to reside therein during his/her term of office. In addition, each Council Member elected from a ward shall have resided continuously in the ward from which he/she is elected for not less than one year next preceding his/her election. Each ward Council Member shall continue to reside in the ward from which he/she is elected during his/her term of office.

No member of Council shall hold any other public office or public employment during his/her term except as otherwise provided in this Charter and further excepting the office of Notary Public and membership in the National Guard or Reserve Corps and the office of Precinct Committee Person, nor public employment incompatible with the office of Council. Council shall determine whether any public employment is incompatible with the office of Council, and its decision shall be final. The Council shall be the judge of the election and qualifications of its members.

As used in this section, the meaning of the terms "public office" and "public employment" shall not include a person elected or appointed to the office of Precinct, Ward or District Committee member, or any Presidential elector or delegate to a national political convention.

(Approved by voters 11-2-65; 11-7-95; 11-8-05.)

SECTION 3. ORGANIZATION.

Within three days after the first day of January, 1954, and each second year thereafter, the Council shall meet at the call of the Mayor in the Council Chamber and organize. At the meeting to be held in January, 1956, and each such meeting thereafter, the Council shall elect one of its members as President of Council who shall preside at all of its meetings with the power to vote. The President of Council shall appoint Council Members as members of such committees as shall be prescribed by ordinance and shall designate one of such members of the committee as the chairperson thereof. The committee members shall serve at the pleasure of the President of Council. The President of Council and his/her successors, if any, shall serve until the next organization meeting unless he/she shall cease in the meantime to be a member of Council or shall be removed by a vote of not less than five members of Council in which event the Council shall proceed to elect a successor.

SECTION 4. COUNCIL MEETINGS.

The Council shall by ordinance prescribe the number of regular meetings per month which it will hold and the time and place of such meetings; and in addition the manner of calling special meetings. Council meetings shall be open to the public at all times, except that Council or any Committee thereof may hold executive sessions for the purpose of considering matters relating to personnel including matters of compensation and terms and conditions of employment, pending or imminent litigation, the purchase or sale of property at competitive bidding and as may be further provided in the Revised Code of Ohio.

Four members of Council shall constitute a quorum to do business but a majority of the members present may adjourn from time to time and compel the attendance of absent members in such manner and under such penalties as may be prescribed by ordinance. The Council shall determine its own rules and order of business, provide for special meetings, and keep a Journal of its proceedings. The Council shall appoint a Clerk of Council. He/she shall keep the records of the Council and shall authenticate all records, documents and instruments of the City on which authentication is proper and for that purpose shall have and use a seal.

(Amended 11-8-88)

SECTION 5. GENERAL ORDINANCES.

The Council may by general ordinance provide for the following: (a) legislative procedure; (b) the form and method of enactment of ordinances and resolutions; but no ordinance or resolution except general appropriation ordinances shall contain more than one subject which shall be clearly stated in the title, and no ordinance, unless it be declared an

advertisement and sale of bonds and notes; (f) the advertisement and awarding of public contracts; (g) on or before March 15th of each year, Council may prepare, print and distribute such reports as it deems necessary and proper and in the general public interest at public expense; (h) such other matters as may be necessary to the efficient conduct of the governmental functions of the municipality and which are not in conflict with the Constitution, the general law, or the provisions of this Charter.

(Approved by voters 11-2-65.)

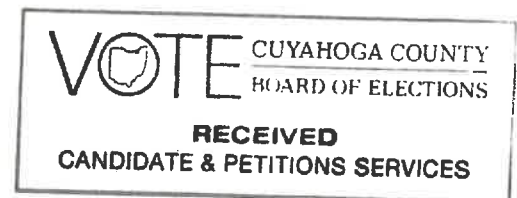
SECTION 6. EFFECTIVE DATE OF ORDINANCES AND RESOLUTIONS.

Ordinances for the appropriation of money and those providing for an annual tax levy, or for improvements petitioned for by the owners of a majority of the feet front of the property benefited and to be specially assessed therefor, and emergency measures necessary for the immediate preservation of public peace, health or safety, shall take effect at the time stated therein upon their signature by the Mayor, or the expiration of the time within which they may be disapproved, or their passage after disapproval as the case may be, provided that in the case of emergency measures the reasons for the necessity for emergency action shall be set forth in the ordinance or resolution, and such emergency measures shall require a vote of at least five members of Council for their enactment. No other ordinance or resolution shall go into effect until thirty days after its final passage by the Council. No action of the Council in authorizing any change in the boundaries of the City or the surrender or joint exercise of any of its powers, or in granting any franchise, or in contracting for the supply to the City or its inhabitants of the product or service of any utility whether municipally owned or not, shall be taken as an emergency measure.

SECTION 7. REMOVAL AND VACANCIES.

The Council may remove any, member of Council for failing or ceasing to possess any of the qualifications established by this Charter for his/her office or for the conviction while in office of any crime involving moral turpitude, upon the concurrence of at least five members of Council, but no such removal shall be made until the accused member shall have been given a written copy of the charges against him/her and an opportunity to be heard at a public hearing with at least ten days' notice of the time and place of such hearing.

When the office of a Council Member shall become vacant, it shall be filled by appointment by a majority vote of all of the remaining members of Council. If the Council fails to fill such vacancy within thirty days from date thereof, the Mayor shall fill it by appointment. A member of Council appointed to fill a vacancy shall hold office for the unexpired term of the member in whose office the vacancy occurs, or until a successor is elected and qualified. A successor shall be elected for the unexpired term at the next municipal election if (a) such election occurs more than two years prior to the expiration of the unexpired term, and (b) the vacancy occurs more than ninety days prior to such election.



'24 JAN 31 PM12:42

Agenda Item #6



CUYAHOGA COUNTY BOARD OF ELECTIONS

Agenda Item Request

Requested By: Becky Brake

Department: Election Officials

Requested Action: ☐ Approval
☒ Authorization
☐ Other _____

Type of Request

☐ RFP/contract
☐ Travel/Training
☐ Personnel
☐ Provisional Rejections
☐ Absentee Rejection

☐ Certification
☐ Protest
☐ Other _____

Requested for the 02/20/2024 Board Meeting Agenda.
Date

Specific description of request:

Authorization to Pay: 290 Voting Location Managers x \$275 = \$79,750; 313 Voting Location Deputies x \$275 = \$86,075;

3168 Precinct Election Officials x \$250 = \$792,000; 150 Election Substitute Officials x \$100 = \$15,000.

for the March 19, 2024 Presidential Primary Election.

Estimated Expense: _____

Budgeted Item: Yes ☐ No ☐

Requestor Signature: _____

Date: _____

Manager Signature: Becky Brake

Date: 2/6/24

Fiscal Officer Signature: _____

Date: _____

Deputy Director: Anthony Falgout

Date: 2/15/24

Director Approved: Yes ☒ No ☐

Director's Signature: AP

Date: 2/15/24

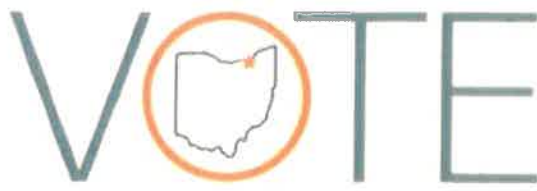
Please enclose all associated documentation along with this request form to the Clerk of Board.

Forward to the Clerk of the Board: Date: 2/6/2024

Received by the Clerk of the Board: Date: 2/6/2024

Agenda Item

#7



CUYAHOGA COUNTY BOARD OF ELECTIONS

Agenda Item Request

Requested By: Jennie A. Velez Harris

Department: ES

Requested Action: ☒ Approval
☐ Authorization
☐ Other _____

Type of Request

☐ RFP/contract
☐ Travel/Training
☐ Personnel
☐ Provisional Rejections
☐ Absentee Rejection
☐ Certification
☐ Protest
☒ Other Private Loc.

Requested for the 02/20/2024
Date

Board Meeting Agenda.

Specific description of request:

Authorization to process the payment in the amount \$45, 660.00 for 96 private locations, including

4 CMHA properties being used for the March 19, 2024 Primary Election

Estimated Expense: \$45, 660.00

Budgeted Item: Yes ☒ No ☐

Requestor Signature: Jennie Velez Harris

Date: 2-15-24

Manager Signature: [Signature]

Date: 2-15-24

Fiscal Officer Signature: _____

Date: _____

Deputy Director: [Signature]

Date: 2-15-24

Director Approved: Yes ☒ No ☐

Director's Signature: [Signature]

Date: 2/15/24

Please enclose all associated documentation along with this request form to the Clerk of Board.

Forward to the Clerk of the Board: Date: 2/15/2024

Received by the Clerk of the Board: Date: 2/15/2024

Agenda Item

#8



CUYAHOGA COUNTY BOARD OF ELECTIONS

Agenda Item Request

Requested By: Victor Rush Department: Election Support

Requested Action: ☒ Approval
☐ Authorization
☐ Other _____

Type of Request

☐ RFP/contract
☐ Travel/Training
☐ Personnel
☐ Certification
☐ Protest
☐ Other _____
☐ Provisional Rejections
☐ Absentee Rejection

Specific description of request:

Allocation of voting booths for the March 19, 2024, Presidential Primary Election. Allocation quantities are based on 1 voting booth for every 175 registered voters per polling location. A total of 4841 voting booths will be allocated + 705 ClearCast Go scanners + 290 ADA ClearAccess voting units and 1169 Electronic Poll books.

Estimated Expense: _____

Budgeted Item: Yes _____ No _____

Requestor Signature: Victor Rush

Date: 2-12-2024

Manager Signature: Victor Rush

Date: 2-12-2024

Deputy Director: Anthony Kelly

Date: 2-15-2024

Director Approved: Yes ☒ No ☐

Director's Signature: AP

Date: 2/15/24

Please enclose all associated documentation along with this request form to the Clerk of Board.

Forward to the Clerk of the Board:

Date: 2/14/2024

Received by the Clerk of the Board:

Date: 2/14/2024

Agenda Item #9

a)

Resolution No. R2024-02-20-FIS-V

WHEREAS, the Cuyahoga County Fiscal Office (CCFO) requires the Cuyahoga County Board of Elections (CCBOE) to provide multiple documents to the CCFO to facilitate the procurement and subsequent accounts payable functions associated with CCBOE contracts for goods and services from vendors. The Resolution is necessary for the CCBOE to continue to provide for the usual operational services critical to election administration.

RESOLVED, that the Cuyahoga County Board of Elections hereby authorizes the Director, on behalf of the Board, to undertake all actions necessary to procure and subsequently pay the items identified as the additional purchase of 2 Non-State Funded Table B Tabulation Servers to operate with Clear Ballot election equipment. This purchase is necessary to assist with improvement of the election night tabulation and document scanning in an amount not to exceed \$59,400.00 (Invoice Attached).

RESOLVED, this Resolution shall take effect and be in force immediately upon receiving the affirmative vote of a quorum of members of the CCBOE. All formal actions of this Board relating to the adoption of this Resolution were adopted in an open meeting of the Board, open to the public, and in compliance with all legal requirements of the Ohio Revised Code.

FURTHER RESOLVED, the Director and Chair are authorized to authenticate this resolution upon adoption through their signatures thereon, and the Director is instructed to transmit copies of this resolution to those individuals deemed necessary to effectuate the intent of its adoption.

Board Meeting Date: February 20, 2024

Agenda Item: Fiscal Services A

Vendor: Clear Ballot Group, Inc.

Motion: (as presented on the agenda with any edits made during the meeting)

Motion made by: ----- CHAIRMAN CURTIS

Motion seconded by: ----- BOARD MEMBER McCafferty

Henry F Curtis, IV, Chairman	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Inajo Davis Chappell, Member	<input type="checkbox"/> Yay	<input type="checkbox"/> Nay <u>Absent</u>
Lisa M. Stickan, Member	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Terence McCafferty, Member	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay

Resolution adopted at the Cuyahoga County Board of Elections meeting on 20th
February 2024

Signature of Chairman Henry F Curtis, IV

Signature of Director [Signature]

b)

Resolution No. R2024-02-20-FIS-V

WHEREAS, the Cuyahoga County Fiscal Office (CCFO) requires the Cuyahoga County Board of Elections (CCBOE) to provide multiple documents to the CCFO to facilitate the procurement and subsequent accounts payable functions associated with CCBOE contracts for goods and services from vendors. The Resolution is necessary for the CCBOE to continue to provide for the usual operational services critical to election administration.

RESOLVED, that the Cuyahoga County Board of Elections hereby authorizes the Director, on behalf of the Board, to undertake all actions necessary to procure and subsequently pay the items identified as the purchase order for the election day drivers in an amount not to exceed \$35,623.13 (Bid Tabulation Attached).

RESOLVED, this Resolution shall take effect and be in force immediately upon receiving the affirmative vote of a quorum of members of the CCBOE. All formal actions of this Board relating to the adoption of this Resolution were adopted in an open meeting of the Board, open to the public, and in compliance with all legal requirements of the Ohio Revised Code.

FURTHER RESOLVED, the Director and Chair are authorized to authenticate this resolution upon adoption through their signatures thereon, and the Director is instructed to transmit copies of this resolution to those individuals deemed necessary to effectuate the intent of its adoption.

Board Meeting Date: February 20, 2024

Agenda Item: Fiscal Services B

Vendor: Law Enforcement Management Solutions ("LEMS")

Motion: (as presented on the agenda with any edits made during the meeting)

Motion made by: -----Chairman Curtis

Motion seconded by: -----BOARD Member McCafferty

Vote of the Board Members:

Henry F Curtis, IV, Chairman	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Inajo Davis Chappell, Member	<input type="checkbox"/> Yay	<input type="checkbox"/> Nay Absent
Lisa M. Stickan, Member	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Terence McCafferty, Member	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay

Resolution adopted at the Cuyahoga County Board of Elections meeting on 20th
February 2024

Signature of Chairman Henry F Curtis IV

Signature of Director Aut Palmer

Henry F. Curtis, IV
Member

Inajo Davis Chappell
Member

Lisa M. Stickan
Member

Terence M. McCafferty
Member

Anthony W. Perlatti
Director

Anthony N. Kaloger
Deputy Director

Memorandum

To: Board Members

Cc: **Anthony W. Perlatti, Director**
Anthony N. Kaloger, Deputy Director

From: Shaunquitta Walker, Fiscal Services Manager

Date: February 20, 2024

Re: Election Night Drivers March 19, 2024 Primary Election

As you are aware, a Primary Election will take place on March 19, 2024. The Board needs to secure drivers to work election night for the transporting of various election materials, including ballots.

An unrestricted, informal bid was conducted through the Cuyahoga County’s procurement system, INFOR, to 34 registered suppliers. The bid closed on Thursday, January 25 at 2:00pm EST. There were only two bidders. A second effort was performed to attempt to obtain a minimum of three (3) quotes by extending the open bid period. The second effort bid closed Friday, January 26, at 3:00pm EST. where no additional quotes were obtained. Please see bid summary below:

Bid Tabulation			
Rank	Bidder Name	Total	
1	R-CAP Security, LLC	\$ 36,742.50	
2	Law Enforcement Management Solutions (LEMS)	\$ 35,623.13	*

* Lowest, Best Bidder



CUYAHOGA COUNTY BOARD OF ELECTIONS

Henry F Curtis, IV
Member

Inajo Davis Chappell
Member

Lisa M. Stickan
Member

Terence M. McCafferty
Member

Anthony W. Perlatti
Director

Anthony N. Kaloger
Deputy Director

Law Enforcement Management Solutions (LEMS) was the lowest and best bidder for a total of **\$35,623.13** for the use of 75 election night drivers.

See summary of the total expected costs for the drivers and the driver supervisor.

<u>Quantity</u>	<u>Item</u>	<u>Rate</u>	<u>Unit</u>	<u>Total</u>
487.50	Cost per hour for 75 drivers to work 6.5 hours each	\$71.75	per hour	\$34,978.13
7	Cost per hour for 1 supervisor to work 7 hours	\$86.00	per hour	\$645.00

Necessary funds were allocated in the 2024 BOE Primary Election Budget for this purpose.

Bid Opening Form

Event Name: BOE Election Night Drivers March 2024 Event #: 5144

Open: 1/22/2024 11:30 AM Close: 1/25/2024 2:00 PM

Bid Type: Informal RFB Bid Estimate: \$35,000.00

2nd Effort Required?: (Yes) / No 2nd Effort Event #: 5186

2nd Effort Open: 1/25/2024 3:00 PM 2nd Effort Close: 1/26/2024 3:00 PM

CCBOE Staff in Attendance

Printed Name	Title	Party Affiliation	Signature
Lauren Hodges	Fiscal Office	D	<i>Lauren Hodges</i>
Vicki Racette	Fiscal officer	R	<i>Vicki Racette</i>

Event Responses

Supplier Name	Supplier #	Bid Amount	
R-Cap Security LLC	4975	\$36,742.50	} 1st effort
Law Enforcement Management Solution (LEMS)	6455	\$35,623.13	

Comments: No bids received in 2nd Effort.

Election Night Drivers for the March 19, 2024 Primary Election

Instructions: Enter in blue highlighted area only. Enter "Rate" for each Category. After Totals are calculated, save Excel file to include your Vendor Name.

Description of work:

Vendor will assist the Cuyahoga County Board of Elections (CCBOE) by providing **75** drivers to work approximately **6.5** hours each, election night, for the **March 19, 2024 Primary Election**. Preference is given to uniformed, off-duty law enforcement officers, however drivers may also be unarmed, uniformed security officers.

Officers *must* have a political party affiliation to be accepted as a driver. Drivers must be comfortable driving to any location within Cuyahoga County. Some drivers may be assigned to multiple locations. Drivers must be comfortable operating cargo and mini vans at night. These vans will contain election material, and drivers will be required to sign off on BOE Chain of Custody form for the transfer of voted ballots. Drivers will work approximately **5:30 PM to 12:00 AM** on **March 19, 2024**. Drivers may work as late as 1:00AM, but the majority will be finished by 12:00 AM.

Supervisor: Vendor will also provide 1 on-site supervisor to work approximately **7.5** hours on election night. Preference is given to a uniformed, off-duty, Sergeant. The supervisor's assignment will take place approximately **5:30 PM to 1:00 AM** on **March 19, 2024**.

Directions:

Drivers shall arrive at the BOE Halle Warehouse **NO LATER** than **5:30 pm** on **Tuesday, March 19, 2024**. Parking is available at the PNC Bank parking lot at **4005 Chester Ave, Cleveland 44103**. Please note that the meeting location is subject to change. The CCBOE will notify the vendor if there is a change.

Requirements:

A list of drivers' full given names, political party affiliation, date of birth, and cell phone number must be submitted to the CCBOE. The CCBOE will go through a verification process to confirm that every driver on the list is either a Democrat or Republican. Pursuant to Ohio Revised Code, party affiliation is dependent on the drivers' past voting records.

Please submit the cost per hour below. There is an option to fill in the cost for law enforcement and/or security officers. If using both, please edit the "# of Officers" field below. The totals will automatically update when the # of officers and rate are both entered.

	# of Officers	Hours/ Officer	Total Hours	Item	Rate	Unit	Total
1	75	6.5	487.5	Law Enforcement Officers cost per hour <i>Leave blank if not using police officers</i>	\$ 74.00	per hour	\$ 36,075.00
2	75	6.5	487.5	Security Officers cost per hour <i>Leave blank if not using security officers</i>	\$ -	per hour	\$ -
3	1	7.5	7.5	Supervisor: Cost per hour for 1 supervisor to work 7.5 hours	\$ 89.00	per hour	\$ 667.50
Total:							\$ 36,742.50

***** Unbiased Business Conduct:** The respondents to the RFB acknowledge that this Contract is integral to the Board's ability to administer free and fair elections, which constitutes the essence of the contract. When selecting the Contractor for award based on this RFB, the Board must consider any action, appearance of impropriety, or political bias that the respondent might impute to the Board. The Contractor will not act or engage in any conduct that gives the appearance of impropriety or exhibits political bias or taints the elections process by reason of any partisanship of any kind, perceived or otherwise. The Contractor agrees i) to conduct its operations so as not to cause disrepute, contempt or scandal on the Board or otherwise interfere, directly or indirectly, with the Board's election administration process, and ii) that the Contractor acknowledgements and agreements are a material inducement for the Board to select the Contractor for contract award. ***

Additional Comments or Items to be Considered:

Supplier Contact Information

Company Name: **R-CAP SECURITY, LLC** Date: **1/23/23**
 Contact Name: **MICHELLE REYNOLDS** Email: **rcap950@gmail.com**
 Title: **OFFICE MANAGER** Phone #: **216-761-6355**

Election Night Drivers for the March 19, 2024 Primary Election

Instructions: Enter in blue highlighted area only. Enter "Rate" for each Category. After Totals are calculated, save Excel file to include your Vendor Name.

Description of work:

Vendor will assist the Cuyahoga County Board of Elections (CCBOE) by providing **75** drivers to work approximately **6.5** hours each, election night, for the **March 19, 2024 Primary Election**. Preference is given to uniformed, off-duty law enforcement officers, however drivers may also be unarmed, uniformed security officers.

Officers *must* have a political party affiliation to be accepted as a driver. Drivers must be comfortable driving to any location within Cuyahoga County. Some drivers may be assigned to multiple locations. Drivers must be comfortable operating cargo and mini vans at night. These vans will contain election material, and drivers will be required to sign off on BOE Chain of Custody form for the transfer of voted ballots. Drivers will work approximately **5:30 PM to 12:00 AM** on **March 19, 2024**. *Drivers may work as late as 1:00AM, but the majority will be finished by 12:00 AM.*

Supervisor: Vendor will also provide 1 on-site supervisor to work approximately **7.5** hours on election night. Preference is given to a uniformed, off-duty, Sergeant. The supervisor's assignment will take place approximately **5:30 PM to 1:00 AM** on **March 19, 2024**.

Directions:

Drivers shall arrive at the BOE Halle Warehouse **NO LATER** than **5:30 pm** on **Tuesday, March 19, 2024**. Parking is available at the PNC Bank parking lot at **4005 Chester Ave, Cleveland 44103**. Please note that the meeting location is subject to change. The CCBOE will notify the vendor if there is a change.

Requirements:

A list of drivers' full given names, political party affiliation, date of birth, and cell phone number must be submitted to the CCBOE. The CCBOE will go through a verification process to confirm that every driver on the list is either a Democrat or Republican. Pursuant to Ohio Revised Code, party affiliation is dependent on the drivers' past voting records.

Please submit the cost per hour below. There is an option to fill in the cost for law enforcement and/or security officers. If using both, please edit the "# of Officers" field below. The totals will automatically update when the # of officers and rate are both entered.

	# of Officers	Hours/ Officer	Total Hours	Item	Rate	Unit	Total
1	75	6.5	487.5	Law Enforcement Officers cost per hour <i>Leave blank if not using police officers</i>	\$ 71.75	per hour	\$ 34,978.13
2	0	6.5	0.0	Security Officers cost per hour <i>Leave blank if not using security officers</i>	\$ -	per hour	\$ -
3	1	7.5	7.5	Supervisor: Cost per hour for 1 supervisor to work 7.5 hours	\$ 86.00	per hour	\$ 645.00
Total:							\$ 35,623.13

***** Unbiased Business Conduct:** The respondents to the RFB acknowledge that this Contract is integral to the Board's ability to administer free and fair elections, which constitutes the essence of the contract. When selecting the Contractor for award based on this RFB, the Board must consider any action, appearance of impropriety, or political bias that the respondent might impute to the Board. The Contractor will not act or engage in any conduct that gives the appearance of impropriety or exhibits political bias or taints the elections process by reason of any partisanship of any kind, perceived or otherwise. The Contractor agrees i) to conduct its operations so as not to cause disrepute, contempt or scandal on the Board or otherwise interfere, directly or indirectly, with the Board's election administration process, and ii) that the Contractor acknowledgements and agreements are a material inducement for the Board to select the Contractor for contract award. ***

Additional Comments or Items to be Considered:

We will use police officers from previous elections details and the supervisor from most of the previous election details

Supplier Contact Information

Company Name: Law Enforcement Management Solutions Date: 1/25/24
 Contact Name: Johny Lloyd Email: jllloyd@lemsgroup.net
 Title: CEO Phone #: (216) 337-0530

Agenda Item #10

Resolution No. R2024-02-20-FIS-C

WHEREAS, the Cuyahoga County Fiscal Office (CCFO) requires the Cuyahoga County Board of Elections (CCBOE) to provide multiple documents to the CCFO to facilitate the procurement and subsequent accounts payable functions associated with CCBOE contracts for goods and services from vendors. The Resolution is necessary for the CCBOE to continue to provide for the usual operational services critical to election administration.

RESOLVED, that the Cuyahoga County Board of Elections hereby authorizes the Director, on behalf of the Board, to undertake all actions necessary to procure and subsequently pay the items identified as purchase of a new Agilis and the software maintenance in an amount not to exceed \$395,000.00 (Contract Attached).

RESOLVED, this Resolution shall take effect and be in force immediately upon receiving the affirmative vote of a quorum of members of the CCBOE. All formal actions of this Board relating to the adoption of this Resolution were adopted in an open meeting of the Board, open to the public, and in compliance with all legal requirements of the Ohio Revised Code.

FURTHER RESOLVED, the Director and Chair are authorized to authenticate this resolution upon adoption through their signatures thereon, and the Director is instructed to transmit copies of this resolution to those individuals deemed necessary to effectuate the intent of its adoption.

Board Meeting Date: February 20, 2024

Agenda Item: Fiscal Services 10A

Vendor: Runbeck Election Services

Motion: (as presented on the agenda with any edits made during the meeting)

Motion made by: ----- Chairman Curtis

Motion seconded by: ----- BOARD MEMBER McCafferty

Henry F Curtis, IV, Chairman	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Inajo Davis Chappell, Member	<input type="checkbox"/> Yay	<input type="checkbox"/> Nay <u>Absent</u>
Lisa M. Stickan, Member	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Terence McCafferty, Member	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay

Resolution adopted at the Cuyahoga County Board of Elections meeting on 20th
FEBRUARY 2024

Signature of Chairman Henry F Curtis IV

Signature of Director [Signature]



CUYAHOGA COUNTY BOARD OF ELECTIONS

Henry F Curtis, IV
Member

Inajo Davis Chappell
Member

Lisa M. Stickan
Member

Terence M. McCafferty
Member

Anthony W. Perlatti
Director

Anthony N. Kaloger
Deputy Director

Memorandum

To: Board Members

Cc: **Anthony W. Perlatti, Director**
Anthony N. Kaloger, Deputy Director

From: Shaunquitta Walker, Fiscal Services Manager

Date: February 20, 2024

Re: Runbeck Election Services Amendment

As you are aware, during our budget hearings the County Council approved funding to the Board for the purchase of an additional Agilis with 16 pockets to implement a redundancy plan and improve the VBM process.

The best way to procure the second Agilis would be to amend the original agreement to add this second machine and then extend the maintenance to include both machines that is set to expire in May.

The purchase of the second Agilis qualifies for an exception from competitive bidding. The purchase of a 2nd Agilis mail sorting machine and the add-on components (technically referred to as "Stackers" and "Pockets") is necessary to enhance the current system owned by Cuyahoga County and the Board of Elections. The equipment needed can only be purchased from the Runbeck Corporation, who serves as the manufacturer and supplier. Similar equipment from other manufacturers is not compatible. No other supplier sells Agilis hardware or software.

The purchase includes the usage of software necessary to continue running the current equipment and the new add-on equipment. The software is proprietary to the Runbeck Corporation. The current contract between Cuyahoga County Board of Elections and the Runbeck Corporation grants the usage of the software for the agreed time period, which ends on May 31st, 2024. An amendment to the current contract is necessary to continue operating for future elections.

Funds were allocated from County Council in the amount of \$350,000.00 in the 2024 BOE budget for this purpose.

AMENDMENT 1

To Sale And Purchase Agreement By And Between Cuyahoga County And Runbeck Election Services, LLC

This AMENDMENT 1 to SALE AND PURCHASE AGREEMENT By and Between Cuyahoga County and Runbeck Election Services, LLC (hereinafter this "Amendment") is made as of the date of full execution, by and between Cuyahoga County, a governmental subdivision of the State of Ohio ("County"), and Runbeck Election Services, LLC, an Arizona company, whose address is 2800 S. 36th Street, Phoenix, AZ 85034 ("Runbeck") (collectively, the "Parties").

RECITALS:

- A. WHEREAS, on November 21, 2019 Cuyahoga County entered into an agreement for Runbeck to provide Agilis Sorting System ("Equipment"); and to obtain from Runbeck a license to use accompanying software ("Software") to operate the Equipment per RFB #47156. Said Agreement is known as Runbeck Contract Number 00000185.
- B. WHEREAS, on July 23, 2020 Cuyahoga County purchased 2 additional Agilis Stackers per purchase order number DO 2027255.
- C. WHEREAS, on May 3, 2021 Cuyahoga County purchased 5 additional Agilis Stackers per purchase order number PO21001603 EXTB.
- D. WHEREAS, Cuyahoga County wishes to purchase an additional Agilis Sorting System and Software License for use and Support.
- E. WHEREAS, The parties wish to renew the Agreement for an additional three (3) years to continue and amend contract.

THEREFORE, in consideration of their mutual promises in the Agreement, the County and Runbeck agree as follows:

- 1. The TERM of the Agreement is renewed for additional three (3) years, the renewal period is from the 1st day of June, 2024 through the 31st day of May, 2027 at which time the County may opt for additional renewal period(s). Said renewal year(s) will require new documentation with the then current pricing.
- 2. Set-up and maintenance services known as Exhibit A is removed in its entirety and replaced with revised Set-up and maintenance services known as Exhibit A-1 attached hereto and made a part hereof.
- 3. Software License known as Exhibit B, Section 2 Annual Software License Fee, sub section A is deleted and replaced herein amended with the following:
 - A. Fees. Runbeck will invoice Client for the annual License and Support Fee ("Fee"), set forth in Exhibit "D-1" to the Agreement. All payments of this Fee shall be made annually on each successive anniversary term of the Agreement, for as long as Client continues to use referenced Software. The license for the Software entitles Client to the warranties set forth in the "Warranties" section below but does not otherwise entitle Client to receive maintenance and support or updates to the Software. The annual License and Support Fee is subject to an annual adjustment of three percent (3%). Said adjustment are reflected in Exhibit D-1 table.
- 4. Equipment Maintenance and Support Services known as Exhibit C is removed in its entirety and replaced with revised Equipment Maintenance and Support Services known as Exhibit C-1 attached hereto and made a part hereof.
- 5. The Invoice Schedule known as Exhibit D-1 is herein attached hereto and made a part hereof.

6. All other terms and conditions in the Agreement remain unchanged and in force.

IN WITNESS WHEREOF, the Parties have signed this Agreement to be effective as of the date of full execution by the Parties.

Runbeck Election Services, LLC

Cuyahoga County, Ohio

Signed by:

DocuSigned by:

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Printed Name:

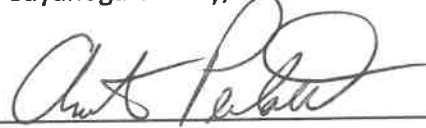
Rizwan Fidai

Title:

Vice President of Sales

Date:

2/15/2024



Anthony Perlati

Director

2/15/24

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Exhibits to follow

EXHIBIT A-1

SET-UP AND MAINTENANCE SERVICES

(Amendment 1 to Sale and Purchase Agreement by and between Cuyahoga County, and Runbeck Election Services, LLC)

Software Maintenance

- Contractor shall provide technical support resources during the Department's critical ballot processing period beginning 15 days prior to Election Day and 7 days after Election Day.
- Installation of all software updates
- Testing and validation of all software updates
- License and Support Fee

Hardware Maintenance

- Contractor shall provide technical support resources during the Department's critical ballot processing period beginning 15 days prior to Election Day and 7 days after Election Day.
- License and Support Fee
- Client also agrees to allow Runbeck employees access to the equipment, when requested, during normal working hours, including remote access. On-site support fee, indicated below will be applied if Runbeck approved remote software (SplashTop is not allowable).

Repair Services

During the term of the Agreement, as set forth in Section 26 thereof, should any component of the Equipment, to include hardware and software items listed above, become damaged and require repair as a result of Client's actions, Client agrees to pay Runbeck a Repair Fee per On-site Support Fee as indicated below.

Election Data

At the conclusion of the election, Runbeck will provide phone assistance with the export of all election data from the Equipment. This data will be retained by the Client. Media (DVDs, jump drives, etc.) for this data will be provided by the Client. Client is responsible for the retention of this media and data.

Training

Additional training requires an on-site support fee, indicated below.

Materials Management

- Client is responsible for any pre-election inventory of Equipment consumables.
- Client is responsible for purchasing consumables, the shipping and taxes associated with such consumables
- Client is responsible for providing storage area that provides adequate space and maintains proper environmental conditions for stocking of supplies. Client must provide Runbeck notice of election at least 75 days in advance of 1st day that services will be required. Client is responsible for installation of all consumables while operating the Equipment during an election cycle. Should the Client request a Runbeck employee to replace consumable items, it will be subject to On-site Support Fee, indicated below.

EXHIBIT A-1

SET-UP AND MAINTENANCE SERVICES, Page 2

(Amendment 1 to sale and purchase agreement by and between Cuyahoga County, and Runbeck Election Services, LLC)

Dedicated Electrical Requirements

- Equipment requires client is to provide a minimum of two (2) dedicated 20-amp circuits. Dependent upon the desired equipment configuration, additional dedicated 20-amp circuits may be required. Client is to ensure that all requested outlets are NEMA 5-20, 115 VAC, 60 Hz 20-amp outlets and are available in the location of the equipment. These requirements and associated costs are the sole responsibility of the client.
- Equipment requiring electrical connections for operation shall be connected to client provided dedicated circuits, each of a minimum of 20-amps. All connections shall be made by the Contractor and accomplished in accordance with National Electrical Code requirements. Electrically operated equipment shall be available in the following voltage: 115 volts for 20-amp circuit each. Any necessary modification costs will be the sole responsibility of the client.

On-Site Support Fees

Optional dedicated on-site support and/or training (does not include election set-up or routine maintenance) may be requested and will be billed at a rate of \$1,750.00 for the first day (an eight-hour workday) and \$1,500 for each additional eight-hour workday. The amount billed shall be due and payable within thirty (30) days of the invoice date. This service is subject to availability.

Requested onsite support must be booked four weeks in advance prior to requested dates of service. If service is requested less than the four-week notice, the support cost will be billed at a rate of \$2,000 for the first day plus a required additional day of \$1,500 at a minimum.

Other

Taxes

If taxes apply, they will be the sole responsibility of the Client.

Shipping Fees

Shipping fees will apply as goods may be purchased and need to be shipped to the jurisdiction. Shipping fees are the sole responsibility of the Client.

End of Contract Options – Subject to Section 26 of the Agreement, Client May:

- Renew with existing system, for which new Usage, License, Maintenance and Service agreements shall apply
- Renew with upgrade to existing system, for which new Usage, License, Maintenance and Service agreements shall apply

EXHIBIT C-1

EQUIPMENT MAINTENANCE AND SUPPORT SERVICES

(Amendment 1 to sale and purchase agreement by and between Cuyahoga County, and Runbeck Election Services, LLC)

Upon payment of the required fees by Client, Runbeck shall provide Equipment maintenance and support services as set forth in this Exhibit "C-1."

Equipment Maintenance Services

For payment of the Fee, Runbeck shall perform preventative maintenance on Equipment once each year. The Fee is subject to an annual adjustment of three percent (3%). The maintenance will be performed on a date and time that is mutually acceptable to the Parties. The maintenance performed shall be Pre-election or Post-election Maintenance as described below:

A. Pre-election Preventative Maintenance

- i. Cleaning and inspection of the Equipment
- ii. Replacement of any worn parts that need to be replaced*
- iii. Correct any hardware or software issues
- iv. Post maintenance testing

B. Post-election Preventative Maintenance

- i. Cleaning and inspection of the Equipment
- ii. Replacement of any worn parts that need to be replaced*
- iii. Assisting the Client with the extracting of election data and archiving such data.
Archive media will be provided by the Client
- iv. All systems will be properly shut down and power will be removed

* The Client is solely responsible for paying the cost (including the shipping costs and any applicable taxes) of any replacement parts and consumables that are needed for the Equipment.

Consumables

The Client acknowledges that the Equipment includes consumable items that require replacement. The consumables include, but are not limited to, such things as belts, rollers, and tray tags. Client shall be solely responsible for the cost (including the shipping costs and any applicable taxes) to purchase all consumables that are needed for the Equipment. The Client is responsible for installation of the consumables.

Additional Remote Support

Runbeck will provide the Client with the assigned Field Service Specialists telephone number that it may use for assistance in addressing any Equipment issues that may arise or for general questions related to the use of the Equipment.

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Exhibit D-1 to follow

EXHIBIT D-1

(Amendment 1 to sale and purchase agreement by and between Cuyahoga County, and Runbeck Election Services, LLC)

County is currently on possession of:

Agilis Sorting System (Serial # 2106 Purchased 11/2019)

System consists of:

- Agilis Sorting System
- 3 Stackers, 12 pockets
- 3 Label printer
- Auto Thickness Detect
- Agilis Sorting Software
- 1 Automatic Opener
- 7 Additional Stackers (purchased 2020 and 2021)

Invoice Schedule

Invoice To: Cuyahoga County
 2925 Euclid Avenue
 Cleveland, OH 44115
 Attention: Anthony Perlatti
 Director of Elections

Contract Period (June 1, 2024 to May 31, 2027)

FOR INVOICING PURPOSES:

License Fees, Maintenance and Support Type of Service	Year 5 (2024-2025)	Year 6 (2025-2026)	Year 7 (2026-2027)
Agilis Standard Set (Unit #2)	\$ 275,000.00		
Additional Stacker (x2 at \$30,000)	\$ 60,000.00		
Agilis Tray Tag Printer	\$ 2,500.00		
Training/ Installation	\$ 7,500.00		
Set up and Integration	Included		
Shipping	\$ 6,500.00 (not-to-exceed)		
Agilis License & Maintenance Fee* (Unit #1 – Serial Number 2106)	\$ 35,000.00	\$ 36,050.00	\$ 37,131.50
Agilis License & Maintenance Fee* (Unit #2 – Serial Number TBD)	\$ 35,000.00	\$ 36,050.00	\$ 37,131.50
Multiple Unit County Discount (\$10,000.00/unit)	<\$ 20,000.00>	<\$ 20,000.00>	<\$ 20,000.00>
Total	\$ 405,000.00	\$ 52,100.00	\$ 54,263.00

NOTES

Any applicable taxes are the sole responsibility of the Client
 *Subject to an annual fee adjustment of three percent (3%), per Exhibit B and Exhibit C (Changed from five (5%) percent to three (3%)). The 3% annual fee adjustment is built into the above numbers.