

Commissioners

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

CHARLES HOLIDAY, JR., *Executive Director*



Board of Election Commissioners for the City of Chicago

Regular Board Meeting

January 24, 2023, 10:00 a.m.

69 West Washington Street, 8th Floor Conference Room, Chicago, Illinois 60602
via WebEx video conference

Board Members:

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

Staff:

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

Guests:

C. Betty Magness, P.U.S.H. Coalition
Brian Whiteley, ES&S
Danielle Matzdorf, Arrow Messenger
Helene Gabelnick, League of Women Voters Chicago
Joe Locascio,
Tim Byrne
Josh Miller, Arrow Messenger

- I. **Call to Order:** All members were present via WebEx video conference.
- II. **Roll Call:** The Chair called the meeting to order at 10:00 a.m.
- III. **Consideration of Agenda:** The Chair proposed skipping over the next agenda item, Approval of Minutes until the next meeting. No objection to the proposal was heard.
- IV. **Approval of Minutes:** rescheduled to next Board meeting (see III. Consideration of the Agenda above).
 - A. **Minutes of the Regular Board Meeting of December 27, 2022**
 - B. **Minutes of the Special Board Meeting of December 30, 2022**
- V. **Executive Director's Report**

Executive Director Charles Holiday made the following report:

Early Voting at the Board’s Supersite - 191 North Clark Street, and on in the Board’s 6th Floor office – 69 West Washington Street will open on Thursday, January 26th. Voting hours will be from 9:00 a.m. to 6:00 p.m.

Vote by Mail ballots began to hit the mail last Thursday, January 19th.

Our secure ballot dropbox will be put in place, in front of 69 West Washington, sometime today.

Pretrial detainee voting will begin on Saturday, February 11th and continue on Saturday, February 18th and Sunday, February 19th. The hours of voting will be from 9:00 a.m. to 5:00 p.m.

On February 13th the Early Voting sites in all 50 wards will open.

All signage has been printed and posted.

Mr. Holiday attended the Quarterly meeting of the Illinois Elections Infrastructure Information Sharing and Analysis Center (EI-ISAC). There were briefings on cybersecurity threats for the quarter and on cyber security defense in depth.

On February 7th we will be getting a visit from the Illinois State Board of Elections Grant Program Manager. This visit is due to the federal funds spent from the CARES Act and Security Grant. The State Board needs to review, photograph and document those items for which the grant was used. Our Finance Manager, Kimberly Carrillo-Walker will facilitate that once the State Board Manager is here.

All polling place locations will be finalized by January 30th. The vast majority of polling place locations will remain the same.

All of the new ballot marking pens have been delivered to the warehouse. Mr. Holiday used one to mark his own ballot and it worked with no issues

Responding to questions posed by Commissioner Kresse, Mr. Holiday reported that the drop box at 69 W. Washington will be unlocked and accepting ballots starting today, also that drop boxes will be at all of the Early Voting sites when they open and that the dropbox at the 191 N. Clark Supersite will be available when it opens on Thursday.

A. Assistant Executive Director’s Report

Assistant Executive Director Sandra Aspera reported:

As Mr. Holiday mentioned, Early Voting at the supersite and 69 W. Washington will open this Thursday, January 26th. The Early Voting sites in the wards are to open on February 13th.

Logic and Accuracy testing of Early Voting equipment started yesterday and should be completed today.

On Monday, January 30th we will conduct a mock election at the warehouse.

The recruitment of Judges of Election, as of this morning, are 4,790 “active and assigned”. Of that number 573 are High School students.

Judges of Election in-person training started January 15th, as of Saturday, January 21st, a total of 664 have completed the in-person training. This number includes 104 High School students.

The Election Coordinator total is 1,578 which are pending assignments until the training is completed. In-person training for Election Coordinators starts January 27th.

As of this morning, the total number of Vote-by-Mail applications is 178,147 of which 119,525 are Permanent Roster Voters and the Regular Civilian Vote-by-Mail applications is 55,172.

As Mr. Holiday mentioned, the mailing of the Vote-by-Mail ballots started at the end of last week.

The last day to register to vote is January 31st. Grace Period Registration and Voting starts February 1st.

A drop box for voters to return their Vote-by-Mail will be located in the front of the 69 West Washington as of today. There is also a drop box available on the 6th floor of 69 West Washington. A drop box will be available at the supersite starting January 26th.

At the warehouse, Logic and Accuracy testing of the voting equipment at the precinct level will start February 2nd.

The Election Central space reservation has been submitted and staffing is being made now.

The Chair asked Ms. Aspera about the goal in terms of the number of Judges of Election. Ms. Aspera responded that the goal is 6,500; this is the number needed to staff the precincts, 5 per precinct. The Chair asked about how we are getting the word out to recruit more judges. Ms. Aspera deferred to the Board's Director of Public Information, Max Bever, who has been actively working with Community Services. Mr. Bever mentioned that we have developed a flyer that was shared with different community organizations, and put on our social media. We've also invested in some advertising specifically seeking bilingual election judges. As such, we will have advertising running over the next two weeks for bilingual judges in Spanish, Hindi, Chinese, Korean, Tagalog, and Polish.

The Chair asked Ms. Aspera about the deadline to register online to Vote-by-Mail. Ms. Aspera said that it's February 12th for online POVA (Paperless Online Voter Application). Mr. Bevers confirmed that the deadline for "paper" registration is January 31 and online is Sunday, February 12 at 11:59 p.m. After online registration is closed, same-day registration will be available at all of our 50 ward Early Voting sites when they open on February 13.

B. Public Information Director's Report:

Director of Public Information Max Bever reported:

As the Executive Director mentioned, we're kicking off Early Voting downtown at our two sites this week. Mr. Bever will be holding a press conference with the Chair at the supersite on Thursday at 10:00 a.m.

We have added extra booths on the 6th floor at 69 West Washington, given the popularity that we saw last year with Early Voting at our Board offices.

A month of advertising has been planned for Early Voting. That will kick off on January 28 with a full month of digital advertising, along with many print ads with our community publications and our other language publications.

Once we have a final polling place list, we will finalize the household mailer that will go out to the 1.1 million households. That's the mailer that comes with information on applying to Vote-by-Mail, the voter's closest Early Voting site, Early Voting information, and the voter's assigned precinct polling place for election day. Our vendor is Cardinal Color. Once we have that finalized by the end of the month, they need just a two-week turnaround, so we expect the mailer will hit people's mailboxes right at the beginning of Ward Early Voting, around February 13th or 14th. We'll continue to give updates as that moves forward.

Mr. Bever said that at a past Board meeting, we discussed the possibility of the Board working on a forum to share information on the Police District Councils. Community came to us instead. Mr. Bever will be joining a panel with the Community Commission for Public Safety and Accountability, along with many other community organizations who are planning a virtual panel event for February 6. Additionally, Mr. Bever will be taping a podcast with the Community Commission for Public Safety and Accountability's Deputy Director Damon Smith.

Many community organizations have done much in providing additional information on these new Police District Councils by holding their own forums and otherwise pushing more information out. Mr. Bever will continue to share this on social media, since this is the first time that voters will be interacting with these Police District Councils. It has been truly lovely to see so many different community groups help get the information out and put together these events. Mr. Bever thanked Ms. Betty Magness of the PUSH Coalition and Ms. Helene Gabelnick of the League of Women Voters – Chicago, and everyone else who is doing that great work.

VI. Old Business:

- A. Infrastructure Projects and Changes in Election Administration:** Mr. Holiday stated that there are no updates to this item.
- B. Electronic Poll Books:** (See net item below.)
- C. Voting Equipment:** Mr. Holiday stated that as the Assistant Executive Director reported, the voting equipment, including the Electronic Poll Books, is being "pre-LATted" [Pre-election Logic and Accuracy Test] and prepared for the February election. The equipment is already prepared for the Supersite. The equipment for the Early Voting sites in the wards is currently being prepared.
- D. Legislation:** General Counsel Adam Lasker stated that he had reported on a proposed Omnibus Bill during the Board's last meeting, but there's been no other action since.

VII. New Business

A. Approval of a Resolution for the disposal of March 2018 Primary election materials:

Mr. Lasker explained that we did have a litigation hold on the 2018 Primary Election materials. We had a successful judgment from the Northern District of Illinois that was affirmed by the Seventh Circuit on August 9th and we are now past all the deadlines that are possible for seeking further Court action.

The warehouse needs the space and we would appreciate the resolution to lift the litigation hold and authorize disposal of those election materials pursuant to State and Federal laws.

Commissioner Kresse moved to adopt a resolution finding that there is no longer any pending nor reasonable anticipated litigation in relation to the 2018 General Primary Election, lifting the litigation hold related to that election, and authorizing the disposal of election records and materials from that election pursuant to State and Federal laws. The motion was seconded by Commissioner Brown. The motion passed by a 3:0 vote of the Board.

B. Approval of a contract with Marquee Event Rentals for rental and cartage of tables and chairs for the February and April 2023 elections.

Ms. Amanda Robledo of the Board's Purchasing Department presented this item to the Board as follows:

The Purchasing Department issued a small bid for furniture rental. We received two bids. Marquee Event Rentals was the lowest responsive and responsible bidder. The Board has worked with Marquee Event Rentals in the past and therefore is confident that Marquee can have the capacity to secure the quantity of tables and chairs for the 2023 Municipal Elections. Purchasing is recommending the contract be awarded to Marquee Event Rentals for the 2023 elections in a dollar amount not to exceed \$194,198.

Commissioner Brown moved to approve a bid award and to authorize the Executive Director to execute a contract with Marquee Event Rentals for the rental and cartage of tables and chairs, with a term beginning today, January 24, 2023 and continuing through completion of all the work necessary in relation to the 2023 elections with a total cost not to exceed \$194,198. Commissioner Kresse seconded the motion. The motion passed by unanimous vote of the Board.

C. Approval of contract extension with Arrow Messenger Service Inc. for messenger and driver services for the 2023 elections:

Ms. Robledo presented the following:

The Chicago Board of Elections is partnering with Arrow Messenger Services for messenger and driver services. We were piggy-backing off of the City of Chicago's contract with Arrow Messenger Service Inc, which is going to be renewed, and Purchasing would like to recommend that the Board's contract with Arrow Messenger Service be extended for the 2023 elections in an amount not to exceed one-million dollars.

Commissioner Kresse stated that the Board has used Arrow many times and their services has always been good. Commissioner Kresse is glad that we will continue working with them.

Commissioner Kresse moved to approve a contract for messenger and driver services with Arrow Messenger Services Inc as a subcontract under City of Chicago contract number 26588 with a value not to exceed one-million dollars over the term of the contract which shall run from today, January 24, 2023 through January 23, 2024. The motion was seconded by Commissioner Brown and passed by unanimous vote of the Board.

D. Exercise a 1-year extension option to the professional services agreement (originally approved by the Board on January 25, 2022) with Maritza Buendia for Spanish language services.

Executive Director Holiday stated that an agreement with Ms. Maritza Buendia for Spanish language services was originally approved by the Board on January 25, 2022. Ms. Buendia has provided services for Spanish translations. It is being asked that an extension be approved. The Chair asked if this is for the same rate and basically the same terms as the last contract. Mr. Holiday stated it is.

Commissioner Kresse asked if our experiences with Ms. Buendia have been favorable. Mr. Holiday stated that yes, they have been.

Commissioner Brown moved to approve a 1-year extension to the Board's Professional Services Agreement with Maritza Buendia for Spanish language translation and Community Liaison services at a rate of \$50.00 per hour not to exceed \$100,000 over the 1-year term of this agreement which shall run from January 25, 2023 through January 24, 2024. Commissioner Kresse seconded the motion. The motion passed by 3:0 vote of the Board.

E. Approval of a bid award and contract to Imaging Office Systems, Inc. for microfiche and microfilm library conversion.

Ms. Robledo said that the Purchasing Department issued a Request for Proposal (RFP) for microfiche and microfilm library conversion. Our micrographic files contain some sensitive and confidential information. Also, some of these archival records require image quality restoration due to deterioration, before conversion to a digital format.

The RFP that that was issued, and the responses received, were reviewed by an evaluation team. A total of three proposals were submitted. Out of the three proposals received, Imaging Office Systems Inc. was the most overall qualified and most cost-effective company to provide the requested services to the Board. The Purchasing Department is recommending Imaging Office Systems Inc to be awarded a contract at a dollar amount not to exceed \$187,571.78.

Commissioner Kresse moved to approve a bid award and to authorize the Executive Director to execute a contract with Imaging Office Systems Inc for microfiche and microfilm library conversions with a term beginning today, January 24, 2023 and continuing through November 20, 2023 with a total cost not to exceed \$187,571.78.

Commissioner Brown seconded the motion. The motion passed by 3:0 vote of the Board.

VIII. Legal Report

General Counsel Adam Lasker reported:

We are working on filing Records and filing Appearances in seven of our Electoral Board cases that are up on Judicial Review. Tomorrow is the deadline for the last two of the cases that were ruled upon on Friday of last week. Additionally, we are recruiting attorneys for our Election Day Election Central and otherwise getting ready for Election Day.

Commissioner Kresse clarified with Mr. Lasker that the cases up on Judicial Review are Aldermanic or Police District Council races, but no citywide Mayoral, Treasurer or City Clerk cases. Mr. Lasker said that is correct. Commissioner Kresse added that for most of the City we should not have any problem proceeding with Early Voting, and hopefully everything will be resolved quickly. Mr. Lasker said that that is correct, and that he is hoping that all of this will be done by the time we go city-wide with Early Voting. Commissioner Kresse added that, as such, we can begin printing ballots for most of the City at this point, and just hold off on these remaining few wards or police districts as need be so.

IX. Financial Report: [none]

X. Public Comment:

Mr. Joe Locascio requested to make public comment. Commissioner Kresse reminded him that under the Board's standing rules there is a 5-minute limit on public comment.

The Chair asked Mr. Locascio to identify himself, and if he was with any organization. Mr. Locascio identified himself as mayoral candidate Johnny Logalbo's campaign manager.

Mr. Locascio said that he was glad to see everybody's faces and hear what everybody has to say. Hopefully everybody's speaking from the heart through the mind and trying to keep it honest and fair. He thinks that that's a very important thing in life, in any facet of life and hopes that everyone is doing that and rather than thinking about the almighty dollar and excluding everything else. He wished good luck to everybody and "let's do it right and keep it fair"

XI. Executive Session:

The Chair explained the procedure by which the Board can go into Executive Session. She explained that the Commissioners will exit from this open session; the other attendees may stay on the call, but the Board will have a separate Executive Session meeting, but will take no action in Executive Session; the Board will then return to the open session to adjourn.. Commissioner Brown moved to go into Executive Session to discuss litigation. Commissioner Kresse seconded the motion. The Commissioners voted 3:0 to enter into Executive Session. The Board went into Executive Session at 10:27 a.m.

The Board returned to open session at 11:37 a.m. The Chair explained that the Commissioners held their Executive Session, that no action was taken at that session and that they are now back in open session.

The Chair asked Mr. Lasker if there was any further business that needs to come before the Board today. He responded that there was not.

- XII. Adjournment:** Commissioner Brown moved to adjourn. Commissioner Kresse seconded the motion. The Board voted unanimously to adjourn the meeting. The meeting was adjourned at 11:38 a.m

Submitted,

A handwritten signature in blue ink, appearing to read "William J. Kresse", with a long horizontal flourish extending to the right.

Commissioner William J. Kresse
Secretary