

The Portage County Board of Elections met in Regular Session Tuesday, May 2, 2025 at 8:30 a.m., Board Office, County Administration Building, Ravenna, Ohio to **conduct logic and accuracy testing for the May 6, 2025 Primary/Special Election, discuss the 2026 Budget, Northeast Regional Meeting, and campaign finance referrals**, and other regular business.

ROLL CALL:

Ms. Denise L. Smith, Chair – present
Ms. Randi Clites, Member – present
Ms. Doria Daniels, Member – present
Ms. Amanda Suffecool, Member – absent

Ms. Faith Lyon, Director, present
Ms. Theresa Nielsen, Deputy Director, present

Also present: Jane Preston Rose, League of Women Voters of Kent

Ms. Smith stated that access to a public meeting does not mean the Board is required to provide public comment. Public comments will only be allowed during the public comment period. Anyone wishing to make a public comment may speak once and for no longer than 3 minutes. If private conversations are sought, that can happen after the meeting. People who wish to tape the meetings (video or audio), must indicate they are doing so and those recordings will not be considered official minutes.

APPROVAL OF MINUTES:

Ms. Daniels moved the approval of the minutes from the April 8, 2025 board meeting. Second by Ms. Clites.

ROLL CALL:

Ms. Smith – yes
Ms. Clites - yes
Ms. Daniels – yes

Board Approved

Motion Carried

PUBLIC COMMENT:

Ms. Preston Rose indicated that the League of Women Voters of Kent's observer corp duties are going to be shared with Gail Pytel.

OLD BUSINESS:

Ms. Smith stated that the public records request to the Human Resources Department was received.

NEW BUSINESS:

Logic and Accuracy Testing for the May 6, 2025 Primary/Special Election

Logic and accuracy testing was completed using ballots from Kent City 1C, Mogadore Village, and Brimfield Twp E/2. The pre test zero report, test report, and post test zero reports were presented to the Board. Ms. Clites moved to accept the logic and accuracy testing results. Second by Ms. Daniels.

ROLL CALL:

Ms. Smith – yes
Ms. Clites - yes
Ms. Daniels – yes

Board Approved

Motion Carried

Ms. Clites provided a brief OAEO legislative committee update. She indicated that they have a meeting this afternoon and the agenda indicates that they are going to discuss the proposed elimination of the Ohio Election Commission, Senate Bill 153, and residency requirements for directors of Boards of Elections. Ms. Clites will provide a further update on May 6, 2025.

2026 Budget

The 2026 Budget was presented to the Board. All increases were explained. A discussion took place regarding staff pay not keeping up with COLA. Staff is looking for direction regarding a wage increase for full time employees and the bonus line. Ms. Smith indicated that she does not think that staff will get anything other than the minimum increase without participating in the job study. It is believed that process requires submitting job descriptions to the Human Resource Department. Ms. Clites moved to submit increasing full time staff pay by 5% and asking for bonuses of 2%. Second by Ms. Daniels.

ROLL CALL:

Ms. Smith – yes
Ms. Clites - yes
Ms. Daniels – yes

Board Approved

Motion Carried

Ms. Daniels made a motion to do job descriptions and participate in the wage study. Second by Ms. Clites. Ms. Daniels moved to table her motion based upon concerns with staff ending up being worse off than without participating in the wage study. Second by Ms. Clites.

ROLL CALL:

Ms. Smith – yes
Ms. Clites - yes
Ms. Daniels – yes

Board Approved

Motion Carried

Northeast Regional Meeting – August 8, 2025

Staff is seeking permission to attend the OAEO Northeast Regional meeting on August 8, 2025 in Richland County for just the directors. Ms. Daniels moved to approve the directors attending the August 8, 2025 regional meeting. Second by Ms. Clites.

ROLL CALL:

Ms. Smith – yes
Ms. Clites - yes
Ms. Daniels – yes

Board Approved

Motion Carried

Referrals to Ohio Election Commission

Staff reported that the Elect Ben Tipton Committee was referred to the Ohio Election Commission for late filing of the pre-primary report. No action required.

MOTION TO RECESS

Ms. Daniels moved to recess until Tuesday, May 6, 2025 at 6:30 p.m. Second by Ms. Clites.

ROLL CALL:

Ms. Smith – yes
Ms. Clites - yes
Ms. Daniels – yes

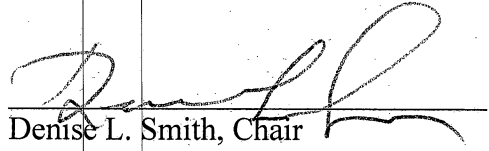
Board Approved

Motion Carried

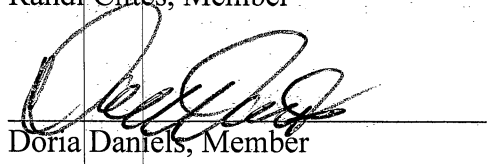
Meeting recessed at 9:17 a.m.

Attest:


Faith Lyon, Director


Denise L. Smith, Chair


Randi Clites, Member


Doria Daniels, Member