
2024 ADAMS COUNTY ELECTION BOARD

Approved 9/19/2024

Minutes

The Adams County Election Board met on **Thursday, August 15, 2024** in the Election Room in the basement of the Adams County Courthouse building.

Those present were:

Dean J. (“J”) Swygart, Democratic Board Member

Donald Kuhn (“Don”), Republican Member

Shelly M. Brite, Secretary/Clerk of Court

Jody Affolder, Deputy

Public present were:

Charlie Tooley

Election Board meeting called to order by J Swygart at 9:02 a.m.

Upon a motion by Shelly M. Brite to approve minutes of the July 18, 2024 meeting, seconded by Don Kuhn motion carried (3-0).

OLD BUSINESS:

Vote Center Site Agreement

After contacting AMH regarding the former AMH Clinic in Geneva, AMH agreed to allow CEB to use the building as a vote center for the General Election. Therefore, upon a motion by J Swygart to sign the 2024 General Vote Center Site Lease Agreement for the former AMH Clinic in Geneva, seconded by Don Kuhn, motion carried (3-0)

Election Security and Disaster Plan

After attending the CISA round table discussion this past month, many items were brought up in order to prepare for disaster or emergency type scenarios. Therefore, I have revised the Election Security and Disaster Plan according to tother items that were mentioned. If all are agreeable to the changes, upon a motion by J Swygart to approve the 2024 Revised Election Security and Emergency Plan, seconded by Don Kuhn, motion carried (3-0)

NEW BUSINESS:

Voter List Maintenance to file the VRG-21 is August 20, 2024. This will be filed with the Indiana Election Division. Cassie Hammond filed on August 13, 2024.

Physical Assessment –SAFE

Discussion: Shelly Brite scheduled a physical assessment with CISA to review clerk’s office and other potential areas for any structural issues. This assessment is scheduled for August 20, 2024.

Microvote VVPAT Equipment Training

Discussion: On August 21, 2024, Shelly Brite, Cassie Hammond and Jody Affolder will be attending a Microvote Training Class regarding the VVPATs. This will help to assist training others on the handling of this equipment.

Ballot Preparation

Discussion: The State has until September 12, 2024 to certify the nominated President and Vice President. Therefore, once we have confirmation, Shelly Brite will be sending candidate list to Microvote to prepare the ballot. So, at the September 19, 2024, meeting, CEB can approve the ballots.

Satellite Voting Equipment Transportation

Discussion: Shelly Brite discussed with Penske Delivery dealer in order to acquire use of a cargo van to be used for voting equipment delivery to satellite locations. Penske offered as U-Haul is unable to provide this type of transportation locally.

Election Board Comments:

Public Test has to be moved due to time constraints on ballot review and programming of machines. Therefore, Public Test will be scheduled for October 1, 2024, at 10:00 a.m. J and Don discussed ballot review. Shelly Brite will contact vendor, Microvote, to discuss the earliest they can build ballot even though presidential is not certified until September 12, 2024.

Next scheduled Election Board Meeting will be held on September 19, 2024 at 9:00 a.m.

Public Comments:

No comments made by public.

Upon motion by Don Kuhn to adjourn at 9:45 a.m. seconded by J Swygart, motion carried (3-0).

Respectfully submitted,
Shelly M. Brite. Secretary CEB