THE DU PAGE COUNTY ELECTION COMMISSION

BOARD MEETING

July 17, 2018

The proceedings of the DuPage County Election Commission at a regular meeting held in Room 3-500A of the Jack T. Knuepfer Building, DuPage Center, 421 North County Farm Road, Wheaton, Illinois, on Tuesday, July 17, 2018, at 4:00 p.m.

Commissioner Terrill called the meeting to order.

On roll call, Commissioners Terrill, and Lowe were present. Commissioner Boske was present via telephone. Commissioner Terrill led the pledge of allegiance. Also present were Joseph Sobecki, Executive Director, and Sean Conway, Legal Counsel.

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Commissioner Terrill opened the floor for public comment. There was one (1) comment presented.

The first comment was from Ms. Jean Kaczmarek concerning the use of subcontractors for the printing of ballots and printing in general.

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Commissioner Boske motioned, seconded by Commissioner Lowe, to approve and make a matter of record the minutes of the June 18, 2018, Board meeting. Commissioners Lowe, Boske and Terrill voted “aye”. Motion carried.

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Executive Director Sobecki presented items for approval to the Board as follows:

Purchase Order Total: $ 49,386.24

Requisition E-1542 - recommended approval of a purchase order to: Platinum Technology Resource, LLC to provide Applications to Vote for each voting location. Contract would be for 3 years, covering 7 elections: November 6, 2018, February 26, 2019, April 2, 2019, March 17, 2020, November 3, 2020, February 23, 2021 and April 6, 2021. Contract effective dates: 8/1/18 – 7/31/21. Platinum was the only responsive, responsible bidder on bid 18-140.
Purchase Order Total: $ 150,334.00

Requisition E-1543 - recommended approval of a purchase order to: Platinum Technology Resource, LLC for the printing, assembly and packaging of Election Supply Kits, Early Voting Kits and Healthcare Kits, per low bid 18-141. Contract would be for 3 years, covering 7

Purchase Order Total: $ 153,895.00

Commissioner Boske motioned, seconded by Commissioner Lowe, to approve Requisition E-1541. On roll call, Commissioners Terrill, Boske and Lowe voted "aye". Motion carried.

Commissioner Boske motioned, seconded by Commissioner Lowe, to approve Requisition E-1542. On roll call, Commissioners Terrill, Boske and Lowe voted "aye". Motion carried.

Commissioner Boske motioned, seconded by Commissioner Lowe, to approve Requisition E-1543. On roll call, Commissioners Terrill, Boske and Lowe voted "aye". Motion carried.

Commissioner Boske moved, seconded by Commissioner Lowe, to approve Finance Resolution F-007-18: payment of EC Bills. After discussion, on roll call, Commissioners Boske, Lowe and Terrill voted "aye". Motion carried.

RESOLUTION
F-007-18

WHEREAS, the Finance Committee of the DuPage County Election Commission, State of Illinois, has examined and approved for the payment of claims attached.
NOW, THEREFORE, BE IT RESOLVED by the DuPage County Election Commission that the DuPage County Treasurer be and is hereby directed and empowered to make payment of each of the claims contained on the attached hereto, pursuant to the approval thereof by the DuPage County Election Commission.

BE IT FURTHER RESOLVED that the Executive Director transmit a certified copy of this Resolution to the DuPage County Finance Department, the DuPage County Treasurer and to the Chief Judge of the Eighteenth Judicial Circuit.

ADOPTED this 17th day of July 2018

/s/ Cathy Terrill
Chairperson

ATTEST: /s/ James S. Lowe
Acting Secretary

52200 · Operating Supplies & Materials

<table>
<thead>
<tr>
<th>Supplier</th>
<th>Item Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>McMaster-Carr</td>
<td>Tweezers for computer chip extraction</td>
<td>55.00</td>
</tr>
<tr>
<td>Office Depot</td>
<td>Misc. Office Supplies: pink paper, magnets and clips for cubicles, envelopes</td>
<td>57.98</td>
</tr>
<tr>
<td>Menards-Naperville</td>
<td>Misc tools for Aurora Production facility</td>
<td>43.96</td>
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<tr>
<td>Amazon Capital Services, Inc</td>
<td>Replacement batteries for Dell Venue 8 Pro</td>
<td>41.76</td>
</tr>
<tr>
<td>Description</td>
<td>Quantity/Details</td>
<td>Unit Price</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------</td>
<td>------------------------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>Amazon Capital Services, Inc</td>
<td>Replacement batteries for Dell Venue 11 Pro</td>
<td></td>
</tr>
<tr>
<td>SecureTech Peripherals Inc</td>
<td>PO E-1538 (10) ST-U100CT Smart Card Reader</td>
<td></td>
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<tr>
<td>Tigerseal Products</td>
<td>10 rolls of Tabs for folded mailers</td>
<td></td>
</tr>
<tr>
<td><strong>Total 52200 · Operating Supplies &amp; Materials</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>53030 · Legal Services</strong></td>
<td></td>
<td></td>
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<tr>
<td>Bond, Dickson &amp; Associates, P.C</td>
<td>PO# 3057-0001 Legal services June 2018</td>
<td></td>
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<tr>
<td><strong>Total 53030 · Legal Services</strong></td>
<td></td>
<td></td>
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<tr>
<td><strong>53090 · Other Professional Services</strong></td>
<td></td>
<td></td>
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<tr>
<td>Kalkman Investigation &amp; Research</td>
<td>(1) Background Check</td>
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<tr>
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<td>(3) Background Checks</td>
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<tr>
<td>Kalkman Investigation &amp; Research</td>
<td>Background check</td>
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<tr>
<td><strong>Total 53090 · Other Professional Services</strong></td>
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<tr>
<td><strong>53200 · Natural Gas</strong></td>
<td></td>
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<tr>
<td>Nicor Gas</td>
<td>Natural gas @ Aurora facility 06/01/18-07/03/18</td>
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<tr>
<td><strong>Total 53200 · Natural Gas</strong></td>
<td></td>
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<tr>
<td><strong>53210 · Electricity</strong></td>
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<tr>
<td>ComEd</td>
<td>Aurora facility electricity 5/10/18 - 06/11/18</td>
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<tr>
<td><strong>Total 53210 · Electricity</strong></td>
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<td></td>
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<tr>
<td><strong>53240 · Waste Disposal Services</strong></td>
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<tr>
<td>Groot, Inc.</td>
<td>Waste Svc @ Aurora Facility 07/01/18-07/31/18</td>
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<tr>
<td><strong>Total 53240 · Waste Disposal Services</strong></td>
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<tr>
<td><strong>53250 · Wired Communication Services</strong></td>
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<tr>
<td>Comcast</td>
<td>Aurora Production facility Internet 06/19/18 - 07/18/18</td>
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<tr>
<td>AT&amp;T</td>
<td>Aurora Facility 911 line 6/22/18 - 7/21/18</td>
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<td><strong>Total 53250 · Wired Communication Services</strong></td>
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<td></td>
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<td><strong>53260 · Wireless Communication Services</strong></td>
<td></td>
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<tr>
<td>Verizon Wireless</td>
<td>Election cell phones 5/27/18 - 6/26/18</td>
<td></td>
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<tr>
<td><strong>Total 53260 · Wireless Communication Services</strong></td>
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</tbody>
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### 53370 · Repair & Maintain-Other Equipment

| Company                  | Description                                                                 | Amount  
|-------------------------|-----------------------------------------------------------------------------|---------
| Canon Solutions America | PO# E-1528 IR7095 Copier Maintenance 07/06/18-08/05/18                     | 991.76  
| Toshiba Financial Service | PO 862-0001 Serv; Color Printer Lease 07/01/18-07/31/18                     | 321.77  
| Canon Solutions America | IR4570 Copier Usage 05/10/18-06/09/18                                        | 11.56   
| Canon Solutions America | PO E-1531 IR 5075 copier maintenance 7/31/18-8/30/18                         | 426.34  
| Hart Intercivic         | Repairs on (10) Asus ePollBooks                                              | 3,180.00 

Total 53370 · Repair & Maintain-Other Equipment: 4,931.43

### 53400 · Rental of Office space

| Company                  | Description                                                                 | Amount  
|-------------------------|-----------------------------------------------------------------------------|---------
| Western A Midwest IL, LLC | Production Facility Rent, Operation Expenses & Taxes for August 2018         | 19,664.55 

Total 53400 · Rental of Office space: 19,664.55

### 53500 · Mileage Expense

| Name                     | Description                                                                 | Amount  
|-------------------------|-----------------------------------------------------------------------------|---------
| Jessica Stachniak       | Mileage to/from Registrar Training 5/22/18-6/14/18                            | 55.48   
| Thomas Ulett            | Polling Place Visits for ADA Assessments 6/6/18-6/18                         | 62.68   
| Mary Corcoran           | Mileage and (1) toll to/from Registrar training 6/11/18-6/27/18              | 61.20   

Total 53500 · Mileage Expense: 179.36

### 53510 · Travel Expense

| Name                     | Description                                                                 | Amount  
|-------------------------|-----------------------------------------------------------------------------|---------
| Mary Corcoran           | Mileage and (1) toll to/from Registrar training 6/11/18-6/27/18              | 1.50    

Total 53510 · Travel Expense: 1.50

### 53801 · Advertising

| Company                  | Description                                                                 | Amount  
|-------------------------|-----------------------------------------------------------------------------|---------
| Shaw Media              | July Board Meeting Date Change Legal Notice publication                      | 109.06  

Total 53801 · Advertising: 109.06

### 53805 · Other Transportation Charges

| Company                  | Description                                                                 | Amount  
|-------------------------|-----------------------------------------------------------------------------|---------
| Ryder Transportation Services | Truck Rental 6/29/18 (one day)                                             | 127.11  

Total 53805 · Other Transportation Charges: 127.11

### 53807 · Software Maint. Agreements

| Company                  | Description                                                                 | Amount  
|-------------------------|-----------------------------------------------------------------------------|---------
| DFM Associates          | PO#3307-0001 SERV Elections Information Management System (EIMS) Lease July 2018 | 12,155.40  
| iSolved                 | TimeForce monthly lease, July 2018                                          | 311.10   

Total 53807 · Software Maint. Agreements: 12,466.50
Executive Director Sobecki gave an update on Budget Transfers. These funds are being moved to cover the cost of purchasing a new server and terminal licensing software for a new database server to replace our existing one which is running Windows server 2008. We are waiting for an IVRS FY18 Grant payout to cover the transfers and replenish account 53807.

Commissioner Boske moved, seconded by Commissioner Lowe, to approve the Budget transfer. On roll call, Commissioners Boske, Lowe and Terrill voted "aye". Motion carried.

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In addition to the Executive Director’s Report, Executive Director Sobecki provided updates to the Board as follows:

In regard to the Budget meetings, staff is finalizing the formatting of line items into their system. Mr. Sobecki will then meet with Mr. Paul Rafac to finalize a budget prior to it going to the Board for approval.

Stratford Middle school is still being worked on as a polling location. Staff is trying to work out a solution. If we can’t find an alternate location, we are trying to find the best way to mitigate the concerns of the parents. Because of the ongoing issues at Stratford Middle School, the ADA Compliance Surveys are not yet complete.
Staff has processed approximately 800 automatic voter registration cards.

For the IRVS Grant we are looking at receiving approximately $204,000 from the state. This covers the licensing fee for our main voter registration data base and also the servers. We were originally allotted approximately $140,000, but since every jurisdiction did not use their allotted funds, we were able to obtain more, which allowed for the servers.

The lease for the production facility will end at the end of 2019, so we’re looking at options now. We recommend remaining in the current location unless there is a county owned facility. Mr. Sobecki has talked with facilities, and they have recommended that we extend our lease until the end of 2021. Mr. Sobecki has spoken with Mark Moran who is with NAI Hiffman, who has offered his assistance. Mr. Sobecki asked for the Board’s direction to continue in that direction, or we can work with facilities and counsel to renegotiate the extension. With the concurrence of the board, Chairman Terrill gave direction to staff to work with facilities and, if necessary, legal, to extend the lease at the warehouse.

Public Act 100-0587 for Cyber Security Operatives was cut in half from $13.3 Million, and is going to the State for Cyber Security efforts. There’s a lot of work going on in the Cyber Security front. Executive Director Sobecki and Suzanne Fahnestock attended a conference and seminar based on Cyber Security and creating scenarios. It was a worthwhile experience and opened a lot of eyes as to what the challenges are in the upcoming elections with misinformation. We’re working with IT and the County to make sure everything is in place when the Cyber Navigator program comes on line. That’s still in discussion, but the first of the Public Hearings was on July 10th, and the second hearing is scheduled for August 1st.

For the upcoming election, we have 75% of the polling places confirmed. We have 6 locations that will be moving. These moves were unavoidable, and should affect about 11,000
voters. We will send out polling place change cards, which includes their voter ID card. Also, about a month and a half before the election, we will send out the notification card confirming their location. We mail out to each voter twice, list the locations in the paper and place the information on our website.

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Legal Counsel reported that the commission has received a request for review from the Public Access Counselor. We have made a response to the Public Access Counselor and are awaiting a determination.

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As a matter of new business, Commissioner Boske moved, seconded by Commissioner Lowe, to approve the Resolution 2018-2 – Authorizing the Disposal of Election Judge School TSX and OS Tapes, Precinct Election Kit Dismantle and Unvoted Ballots. On roll call, Commissioners Boske, Lowe and Terrill voted "aye". Motion carried.

RESOLUTION OF THE DU PAGE COUNTY ELECTION COMMISSION
AUTHORIZING THE DISPOSAL OF ELECTION JUDGE SCHOOL TSX AND OS TAPES, PRECINCT ELECTION KIT DISMANTLE AND UNVOTED BALLOTS

July 17, 2018 Resolution No. 2018-2

WITNESSETH:
WHEREAS, the DuPage County Board of Election Commissioners (hereinafter referred to as “Commission”) is a local governmental body organized and existing pursuant to the Illinois Election Code, 10 ILCS 5/1-1 et seq.; and

WHEREAS, the Commission is in possession of Election Judge School TSX and OS tapes (“Tapes”); Precinct Election Kit Dismantle (non-salvageable kit supplies and non-essential used items); unvoted ballots from the March 20, 2018, General Primary Election; which are not usable for any future election or for any other purpose of the Commission, as listed on Exhibit “A” attached hereto,

WHEREAS, no portion of any of the Materials have been completed with information; and

WHEREAS, after consultation with counsel, the Election Commission has determined that the Materials do not come within the definition of “record” in Section 3 of the Local Records Act, 50 ILCS 205/3, et seq., and that, accordingly, their disposal is not subject to the Local Records Act and that the Election Commission therefore is not required to file a Records Disposal Certificate with the Local Records Commission or otherwise securing the permission of that Commission before destroying them,

NOW, THEREFORE, BE IT RESOLVED by the Board of Election Commissioners of the DuPage County Election Commission as follows:

1. The Recitals set forth above are incorporated herein and made a part hereof.

2. The Commission finds that the Materials do not come within the definition of “record” in Section 3 of the Local Records Act, 50 ILCS 205/3, et seq., and that, accordingly, their disposal is not subject to the Local Records Act and that the Election Commission may dispose of them without filing a Records Disposal Certificate with the Local Records Commission or otherwise securing the permission of that Commission before destroying them.

3. Accordingly, Election Commission staff, without the need of further authorization or direction from the Board of Election Commissioners, shall forthwith destroy the Materials.

4. This Resolution shall be effective immediately upon its adoption.
5. The Executive Director is hereby directed to transmit certified copies of this Resolution to the attorney for the Commission at 400 S. Knoll Street, Unit C, Wheaton, Illinois 60187.

6. The Executive Director of the Commission is hereby directed to transmit certified copies of this Resolution to the Chief Judge of the Eighteenth Judicial Circuit Court at 505 N. County Farm Road, Wheaton, Illinois 60187. The Executive Director is further directed to tender a copy of this Resolution to any member of the public who so desires a copy of said Resolution.

PASSED AND APPROVED by the Board of Election Commissioners of the DuPage County Election Commission this 17th day of June 2018.

APPROVED:

_/s/ Cathy Terrill____________________
Cathy Terrill, Chairperson

_/s/ James Lowe______________________
James Lowe, Acting Secretary

ATTEST:

____________________________________
John Boske, Secretary

AYES:
NAYS:
ABSENT:
DuPage County Election Commission  
For Board Approval of Destruction ONLY  
July 17, 2018

<table>
<thead>
<tr>
<th>Election Date</th>
<th>Description</th>
<th>Quantity / Cu. Ft.</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/20/2018</td>
<td>Ancillary Judges School, Testing, TSX &amp; OS Tapes</td>
<td>35.75 (2.75 x 95t)</td>
</tr>
<tr>
<td>3/20/2018</td>
<td>Election Kit Dismantle – Non-Essential Used / Old and Unused</td>
<td>216 (16 x 95t)</td>
</tr>
<tr>
<td></td>
<td>Copies of Kit Supplies</td>
<td></td>
</tr>
<tr>
<td>3/20/2018</td>
<td>Unused Ballots</td>
<td>502 (38.6 x 95t)</td>
</tr>
</tbody>
</table>

Quantity/Cubic Ft. Legend:
95t Shredd Bin = 2’ x 2’ x 3.5’ = 12 to 14 Cu. Ft. Approx
1 Pallet = 3.5’ x 3.5’ x 4’ = 49 CuFt. Approx

Commissioner Boske moved, seconded by Commissioner Lowe, to adjourn from the Open Board Meeting to Executive Session, Pursuant to 5 ILCS 120/2 (C) (1). No further action will be required and the next Board meeting will be on Wednesday, August 15, 2018, at 4:00 p.m. in Room 3-500A. Commissioners Boske, Lowe and Terrill voted "aye”. Motion carried.
Reviewed: August 15, 2018
Approved: August 15, 2018

/s/ John Boske
Secretary of the Board