



District 1 Citizens Advisory Board Meeting Minutes

Monday, April 18, 2022 | 5:30 p.m.
Bel Aire City Hall
7651 E. Central Park Ave., Bel Aire, KS 67226

Board Members in Attendance: Daniel Bateman, Judah Craig, Amy Cox, Joseph Dozier, Diane Gjerstad, Kendall Hershberger, Jacqueline Kelly, Dr. Stephanie Kuhlmann, Jim Reid, Drake Robinson

County Representatives: Commissioner Pete Meitzner, Election Commissioner Angela Caudillo

1. Call to Order

- a. Chair Judah Craig called the meeting to order at 5:36 p.m.

2. Approval of Meeting Minutes

- a. A motion was made by Kendall Hershberger to approve the minutes for the March 21, 2022, District 1 Citizens Advisory Board (CAB) meeting. Daniel Bateman seconded this motion. **The CAB approved the motion with a vote of 5-0.**

3. Public Agenda

- a. No Public Comments

4. New Business

- a. Proposed combined CAB Meeting
 - i. Chairman Judah Craig has been contacted by the Chair of District 5 CAB about the idea of holding a meeting with all 5 CABs present. Mr. Craig asked if the group would be interested in participating.
 1. Diane Gjerstad asked who would be speaking. Mr. Craig shared that an agenda had not been set nor a date, time or location.
 2. Jim Reid asked who contacted Mr. Craig about the meeting. Mr. Craig shared it was the chairperson of the District 5 CAB.
 - ii. **The CAB agreed they were interested in participating in a countywide CAB meeting.**
- b. Elections in Sedgwick County
 - i. Election Commissioner Angela Caudillo shared the breakdown of Election Officials at the state and federal level. She also discussed office activities to include voter registration and list maintenance, open records request, petitions, non-disclosure, data orders and SAFE (domestic violence victims) at home activities.
 1. Kevin Hershberger asked if the obituaries in the papers were monitored for list maintenance.
 - a. Election Commissioner Caudillo shared that the office reviews online obituaries and receives a file from Kansas Department of Health & Environment. She also shared that most people put only the date of birth in obituaries.
 2. Jim Reid asked if they had access to death certificates on file at the state.
 - a. Election Commissioner Caudillo shared that they do receive a list from the state, however it costs to file a death certificate, so not everyone completes the process.
 - ii. Election Commissioner Caudillo discussed voter registration numbers and turnout for Sedgwick County. There is a typical voter turnout fluctuation between Presidential and

mid-term elections. She also discussed the three voting options for registered voters: advanced by mail ballots, early in person and Election Day.

1. Jim Reid asked about how redistricting affected the election office.
 - a. Election Commissioner Caudillo explained that once the county and state process were completed, they were immediately updated in their systems. Once federal is complete, the Election Office will notify citizens of the changes.
2. Jim Reid asked about staffing at the office.
 - a. There are 10 full time staff of which 6 are administrative help. They are currently looking for temporary and part time help.
- iii. Election Commissioner Caudillo shared about physical and process security for elections. She discussed limited access, user roles and the chain of custody.
 1. Jacqueline Kelly asked about video surveillance.
 - a. Election Commissioner Caudillo shared that there is video surveillance that is managed by the county's security system.
 2. Kendal Hershberger asked how the media was notified of election results.
 - a. Election Commissioner Caudillo shared that when results are ready to be shared publicly, in partnership with Strategic Communications, the results are shared on the Election Office website and on Sedgwick County social media.
 3. Judah Craig asked about the signature comparison process.
 - a. Election Commissioner Caudillo shared that her and the Deputy Election Commissioner are trained on signature comparison and reviews signatures on the ballots.
 4. Diane Gjerstad shared comments about poll pads.
- iv. Advanced Voting was discussed along with the secure processes there are in place. Election Commissioner Caudillo also shared about the maintenance that goes into the voter database.
 1. Kendall Hershberger asked what happens if someone loses his or her advanced ballot.
 - a. Election Commissioner Caudillo shared that the person can still vote provisionally on Election Day.
 2. Jacqueline Kelly asked what the process was to apply for mail in ballot.
 - a. Election Commissioner Caudillo shared where the application can be found on the Election Office website and also gave hard copies of the application to those in attendance.
 3. Commissioner Meitzner explained the Board of County Canvassers process and meeting. He shared that there are commonly less than 20 with signature issues.
 4. Kendall Hershberger what the options folks had if their advanced ballot didn't end up being signed/submitted properly.
 - a. Election Commissioner Caudillo explained that the Election Office mails a letter to the person whose ballot has a signature issue along with making phone calls to attempt correcting. Folks have to come to the Election Office to correct the signature and sign in person.
 5. Judah Craig commented on the volunteer portion of the Election Office.
 6. Joseph Dozier asked questions and gave a scenario about mail-in ballots.
- v. Election Commissioner Caudillo shared about voting equipment security. This equipment includes poll books, all paper ballots, multiple device testings and post-election audit. She also explained how poll books work and that they are a one-way traffic device on a controlled loop. Many people do not realize that Sedgwick County runs each election with ALL paper ballots. She also shared that the ONLY devices connected to the internet

are the poll pads. Election Commissioner Caudillo talked through the pre/post testing and post audits and certified voting equipment.

1. Judah Craig asked if the connection to internet was a nationwide expectation.
 - a. Election Commissioner Caudillo shared that there is no law that says the internet cannot be connected to internet, however the state Election Commissioner Association suggest and support policies and processes that does not include internet connections or modems on machines.
2. Judah Craig asked how often audits come out correctly the first time.
 - a. Election Commissioner Caudillo shared that every audit she has participated in has been correct the first time.
- vi. Election Commissioner Caudillo shared how citizens can get involved in the Election process and keep elections secure. The major points are to help fight misinformation and disinformation, be educated on the process, as questions, attend public tests and volunteer as an election worker.
 1. Drake Robinson asked who has access to ballot drop boxes.
 - a. Ballot drop box access is limited to sworn election workers. These individuals are assigned a route for pick up and have strict chain of custody procedures. Teams consist of two individuals from different political parties.
 2. Jacqueline Kelly asked who manages/facilitates the Elections budget.
 - a. The Elections Office budget comes from general funds. The Election Commissioner prepares the budget request, and the Board of County Commissioners funds the budget as they determine appropriate.
- vii. Commissioner Meitzner shared that he was able to be part of the interview process when the Sedgwick County Election Commissioner position was in transition. He shared his content with the current happenings of the Election office and their work.
- c. Discussion of Future Meeting Dates & Agenda Items
 - i. Diane Gjerstad asked about the possibility of COMCARE coming to a meeting.
 1. Judah Craig commented that they are schedule to come with ICT-1 on Aug. 15.
 - ii. Commissioner Meitzner shared that having a discussion on public water had been suggested as a future meeting but clarified that Sedgwick County Public Works has no role or control over that process.
 1. Jacqueline Kelly shared asked that when Public Works came if they could cover at a high level of how the county is involved in water.
 - iii. Commissioner Meitzner suggested as a future topic to be the future building/offices of Sedgwick County Government administration.

5. Adjournment

- a. The District 1 Citizen's Advisory Board adjourned at 6:56 p.m.

*The next Citizens Advisory Board Meeting will be **Monday, May 16, 2022, 5:30 p.m.**, at Bel Aire City Hall, 7651 E. Central Park Ave., Bel Aire, KS 67226.*