

MINUTES

DUE TO EMERGENCY CONDITIONS, THIS MEETING WAS CONDUTED BY TELEPHONE AND/OR VIDEO CONFERENCE

BE IT REMEMBERED, That on this 3rd DAY of FEBRUARY, 2021, Elections Commission of Fort Bend County, Texas met with the following present:

COUNTY JUDGE KP GEORGE	CHAIR
COUNTY CLERK LAURA RICHARD	VICE CHAIR
COUNTY TAX ASSESSOR/COLLECTOR CARMEN TURNER	SECRETARY
REPUBLICAN PARTY CHAIR LINDA HOWELL	
DEMOCRATIC PARTY CHAIR CYNTHIA GINYARD	

A roll call of the Elections Commission Board was called by Laura Richard, County Clerk with all present.

In addition, the County Clerk confirmed other ancillary attendees were present.

John Oldham, Elections Administrator
Bridgette Smith-Lawson, County Attorney
Brian Middleton, District Attorney
Robyn Doughtie, Information Technology Director

1. Call to Order.

Call to Order by Judge KP George at 1:03 p.m.

2. Approve Minutes of meeting held on December 18, 2020.

Moved by Cynthia Ginyard, Seconded by Linda Howell

Duly put and unanimously carried (5-0), it is ordered to approve minutes of meeting held on December 18, 2020.

KP George	Yes
Laura Richard	Yes
Carmen Turner	Yes
Linda Howell	Yes
Cynthia Ginyard	Yes

3. Review and Analyze Fort Bend County Election Administrator's Strategic Report & Future Recommendations that was due on January 18, 2021 and take all appropriate action.

Ms. Cynthia Ginyard, Democratic Party Chair, indicated personnel and physical space were concerns on the Election Administrator's report. Ms. Ginyard stated her focus is on what can be done for the Elections Department moving forward.

Judge George pointed out the report mentioned the Elections Department is operating with the same number of staff from 15 years ago.

Mr. John Oldham, Elections Administrator stated he submitted request for additional employees and has added one. The amount of work involved with the new voting system has increased substantially. In the next budget request, Mr. Oldham will address the need for more staff and space for delivery and warehousing of the new voting machines.

Judge George indicated the Elections Administrator's report does not include recommendations on how elections will improve for the 2022 Election. The report should include the number of personnel needed, what kind of space is needed and a plan on how to resolve any problems.

Robyn Doughtie, Information Technology Director gave an overview of how the election machines can run properly without going down and what plan she anticipates could help the Election in 2022.

Brian Middleton, District Attorney, explained in moving forward to future elections, some issues need to be addressed with the staffing of the Elections Department, having a centralized location for storage and management issues.

Judge George stated a blueprint should be created by the Elections Administrator, in moving forward for personnel and other election needs. A report with clarity should be sent to the Elections Commission Board members on or before February 22, 2021.

4. Adjournment.

The Elections Commission meeting adjourned at 2:08 p.m. on Wednesday, February 3, 2021.

Moved to adjourn by Linda Howell and Cynthia Ginyard.

I attest to the accuracy of the foregoing minutes.

A handwritten signature in blue ink that reads "Laura Richard". The signature is written in a cursive style with a large initial "L".

Laura Richard, County Clerk, Fort Bend County, Texas