



February 14, 2024

11:00 AM

Philadelphia City Commissioners
11311 Roosevelt Blvd
Philadelphia, PA 19154

Meeting Minutes¹

- I. Call to order the meeting of Wednesday, February 14, 2024
 - a. In attendance – Chairman Omar Sabir, Commissioner Seth Bluestein
 - b. Absent – Vice-Chairwoman Lisa Deeley

- II. Public Comment
 - a. In-Person Public Comments
 - Robert Bucholz, Judge of Elections for 56-5
 - Appreciative of City Commissioner’s work
 - Commissioners should check in with Judges of Elections for feedback
 - New pollbooks are amazing
 - Absentee form doesn’t currently have religious exemption; would like guidance on how to fill out form & to report this feedback to Dept. of State
 - b. Report from the Secretary – emailed Public Comment
 - No emailed public comment

- III. Old Business
 - a. Report from Directors of Election Administration
 - Voter Registration Report:
 - Total processed registration applications to date: 54,617
 - Paper applications received: 4,300
 - All registration applications are up to date.
 - Ongoing proofing and correction process to ensure accuracy.
 - Petition Season:
 - 29 petitioners at DSG to check petitions.
 - Petition hours: 8:30 am - 7:00 pm (Mon - Thu), Friday if necessary, and 7:00 am - 3:30 pm on weekends.
 - County Board Report - Mail-in and Absentee:
 - Accepting mail-in and absentee ballot applications.

¹ Due to a technical issue, only a portion of the February 14, 2024 public meeting of the Office of City Commissioners can be viewed on YouTube and will be reflected in the meeting transcript. (YouTube link: <https://www.youtube.com/@philadelphiacitycommission9782/streams>) For this reason, the Office of City Commissioners has prepared and posted these meeting minutes for the February 14, 2024 public meeting.

- Annual mail-in and absentee list recipients received their annual applications this week. Voters will need to complete and return their application to the County Board of Elections Office to continue to automatically receive either a mail-in or absentee ballot for each election in 2024.
 - Deadline for Primary Election mail-in application: April 16th, 5 P.M.
 - Online application option available at VOTE.PHILA.GOV.
 - Approved 21,414 vote-by-mail applications as of yesterday. Of those 5,414 paper applications and 16,000 electronic applications, including civilian overseas and military voters.
 - 12,514 Vote by mail applications awaiting processing. Of those 12,300 are paper applications, and 214 are electronic applications.
 - Election Board Report:
 - Training Registration - Current total registered for training: 2,350 poll workers.
 - Training Sessions:
 - Total attended seminar training: 695 poll workers.
 - Total attended ExpressPoll refresher training: 511 poll workers.
 - Online Poll Worker Training will be updated and be available in the first week of March.
 - Polling Places:
 - Polling place unit continues to receive responses from mass email sent last week for confirmation for the April 23rd election.
 - Working to find substitutes for refusals and or requests to relocate.
- b. Report from Director of Election Operations
- Budget & Procurement
 - Evaluated & submitted for approval many items, including election materials envelopes, Dell equipment, metal detectors, & outside tents
 - Received quote from shuttle bus company to provide transportation for election day for temp workers
 - Communications
 - Redesigning materials, such as mail-in ballot materials and department forms, to enhance accessibility & effectiveness
 - Developed formal brand guide & revamped department's overall presence, leveraging established online platform vote.phila.gov
 - Updated Poll Worker training - positive feedback so far; continue to refine
 - Engagement
 - Language access committee mtg - feedback on language access at polling locations this past election
 - Actively identifying locations for voting machine demonstration events

- Scheduled event for February 25th
 - Prioritizing event planning efforts in areas with high concentrations of Chinese-speaking individuals to facilitate voter registration before primary deadline
- IT
 - IT team members attending ESRI federal GIS conference in DC, where one colleague will speak about accessibility map featured in recent newsletter
 - Collaborative efforts with Dept. of State are ongoing to update the SURE winter terms at City Hall
 - Planning underway to prep and deploy ePoll books for primary election
- Human Resources
 - In process of hiring 25 Clerk 1's, 5 Trades helpers, and 30 Temps
 - Preparations for new hire orientations underway
 - Presenting 2 candidates for exempt positions for board vote today

IV. New Business

- a. CM Sabir – Motion to hire Ayanna Garnett for Director of Administration position and Lauren Kusznir for Principal Assistant position
 - Second – CM Bluestein
 - 2 ays (CM Sabir, CM Bluestein), 0 nays → Motion passes
- b. CM Sabir – Motion to authorize the Director of Elections Operations and professional staff to establish up to ten satellite election offices—one in each Council District
 - Second – CM Bluestein
 - 2 ays (CM Sabir, CM Bluestein), 0 nays → Motion passes
- c. Other business
 - Statement from CM Sabir on vote to establish up to ten satellite election offices

V. Adjourned to the call of the Chair.

- a. CM Sabir – Motion to adjourn
 - Second – CM Bluestein
 - Second – CM Bluestein
 - 2 ays (CM Sabir, CM Bluestein), 0 nays → Motion passes