

1 PHILADELPHIA CITY COMMISSIONERS

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ELECTIONS MEETING

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Wednesday, August 21, 2024

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11:00 a.m.

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ATTENDANCE

- OMAR SABIR, CHAIRMAN
- VINCENT GOWANS, DEPUTY TO THE CHAIR
- LISA DEELEY, VICE-CHAIR
- NICHOLAS CUSTODIO, DEPUTY TO VICE-CHAIR
- SETH BLUESTEIN, COMMISSIONER
- ERIC KAPENSTEIN
- JOSEPH LYNCH, DIRECTOR OF OPERATIONS
- STEPHANIE REED, DIRECTOR OF ADMINISTRATIONS

1 P R O C E E D I N G S

2 (11:00 a.m.)

3 MS. DEELEY: Good morning. I call the August 21,
4 2024 meeting of the Philadelphia City Commissioners to
5 order. I will preserve the order and decorum of
6 meeting. Everyone in attendance should be on notice
7 that shouting out or interrupting the proceedings will
8 not be tolerated. Those who violate this will be
9 asked to leave. The Sunshine Act permits anyone
10 attending a public meeting to object to a perceived
11 violation at any time during the meeting. If you
12 choose to do so, please succinctly state your
13 objection. Objecting is not an opportunity for speech
14 making.

15 We will now move to public comment. Commenters
16 shall state where they live or, if they are not a
17 resident of Philadelphia, that they are a Philadelphia
18 taxpayer. Public comment is not an opportunity for
19 dialog or Q&A. It is public comment, a chance for you
20 to tell us what you think. Each speaker shall have
21 two minutes. However, I may extend this time at my
22 discretion. All public comments must be relevant or
23 germane to board business.

24 Finally, it is my responsibility to preserve the
25 order and decorum of the meeting. As such, profane,

1 slanderous, discriminatory, or personal attacks will
2 not be tolerated. Is there anyone here for public
3 comment? Seeing none, we will now move to Secretary
4 Bluestein for emailed public comment.

5 MR. BLUESTEIN: There were no emailed public
6 comments as of 9:45 a.m.

7 MS. DEELEY: We will now proceed with old
8 business. I will call on Stephanie Reed and Joe Lynch
9 to read the election administration and election
10 operation reports.

11 MS. REED: Okay. Good morning, commissioners.

12 MR. BLUESTEIN: Good morning.

13 MS. REED: I'm pleased to address you today and
14 share some updates from our administration report for
15 August 21st, 2024. With the overlapping work related
16 to the special and general elections, we've spent the
17 week talking to staff about their duties in September
18 and working together to identify pressure points and
19 create plans to support staff at these critical
20 moments. In our budget and procurement department,
21 the team has been focused on the normal processing of
22 invoices and purchase orders, addressing any related
23 issues as they arise. Training is ongoing for
24 continuation of operations.

25 In communications, we've been busy updating

1 materials for polling places and gathering data for
2 our poll worker unit and IT team regarding bilingual
3 interpreters. Palm cards for LNA testing and design
4 and translation for the water mailer were complete.
5 Additional materials created or updated, including the
6 FAQ document for 311 operators, public facing
7 materials for our engagement team, mail and ballot
8 materials for the 2024 general election engage the 17
9 program materials and a departmental organizational
10 chart.

11 Regarding engagement, we've scheduled several
12 voting machine demonstrations at various locations,
13 including the Northeast Regional Library on August
14 22nd, Busselton Learning Center on August 24th,
15 Everest Urgent Care on August 26th, and Independence
16 Library on August 26th and 29th. Other events include
17 hosting a table and voting machine demo at Parkway
18 Central Library on August 13th and a table event at H
19 Mart on August 16th.

20 We're distributing materials at No. 1 Asian
21 Supermarket, China Gourmet, Everest Urgent Care, and
22 Double Care Adult Day Care Services. Our efforts also
23 involve sharing flyers for poll workers and
24 interpreters, encouraging voter registration,
25 recruiting bilingual interpreters, and engaging with

1 the community through feedback and questions at
2 events. We continue to reach out to local businesses,
3 senior centers, and stores to distribute election
4 materials or host events.

5 In human resources, we have transactions pending
6 for five clerk 1s and one trades helper. Our total
7 workforce stands at 172 employees with 139 in civil
8 service and 33 exempt. This includes 66 clerk 1s, 20
9 clerk 2s, 12 clerk 3s, and 16 trades helpers. We're
10 continuing with new hire activities and preparing for
11 upcoming orientations.

12 An information technology staging of office
13 equipment for the satellite election offices has
14 begun. The team continues to build out our project
15 management system and developed PPD pickup routes for
16 the special election and general election. The team
17 has also upgraded the Shure network hardware and
18 federated our security cameras with the DivIC. We
19 continue providing day-to-day IT support as needed.

20 Looking ahead, I continue to be excited and
21 hopeful about the work that we are doing. I want to
22 again convey my deep appreciation to all of our staff
23 for your relentless dedication and unwavering
24 commitment.

25 MR. LYNCH: Good morning, commissioners.

1 MR. BLUESTEIN: Good morning.

2 MS. DEELEY: Good morning.

3 MR. LYNCH: Our public meeting report for today.
4 County Board of Elections, as of yesterday, they have
5 approved 115,417 vote by mail and absentee
6 applications, which is 3,994 added from last week's
7 total. Of those, 67,001 are paper applications and
8 48,416 are electronic applications. This includes
9 military, civilian, overseas, and federal voters. We
10 currently have a total of 1,258 applications waiting
11 to be processed. Of those, 550 are paper applications
12 and 708 are electronic applications.

13 Voters who would like to vote by mail for the
14 November 5th general election can apply for a mail-in
15 or absentee ballot at vote.phila.gov. The deadline to
16 apply is Tuesday, October 29th, 2024 at 5:00 p.m.
17 Special election. Special election have been
18 scheduled for Tuesday, September 17th, 2024 for
19 Statehouse District 190, 195th, and the 201st. These
20 elections are being held to fill the seats left vacant
21 by resignations. 10,249 ballots for the special
22 election went out in the mail on Tuesday, August 20th.

23 The satellite offices in City Hall and 4029
24 Market Street are open for anyone in those two
25 districts that would like to apply, receive, and

1 complete an absentee or mail-in ballot. We also sent
2 out eight overseas ballots for the special election.
3 Anyone who was on our permanent mailing list and
4 applied to receive a ballot for this year will receive
5 a ballot for the special election. If you would like
6 to vote by mail for the September 17 special election,
7 the deadline to apply is Tuesday, September 10th at
8 5:00 p.m.

9 Please note, the general election for the next
10 term will still occur on Tuesday, November 5th, 2024.
11 If you're not sure if you are eligible to vote for the
12 special election, look up your address at
13 atlas.phila.gov or visit our website to check out all
14 affected wards and divisions at vote.phila.gov. ID
15 verification letters have gone out to the voters that
16 either did not include the required proof of
17 identification on their absentee or mail-in
18 application or their proof of identification could not
19 be verified by the County Board of Elections office.

20 Voters who have received this letter may submit
21 their proof of ID to the County Board of elections via
22 email at phillyelections@phila.gov, fax or US mail,
23 telephone or in person. Voters have until 5:00 p.m.
24 September 23rd to return their proof of identification
25 for the special election. The voter registration unit

1 for the election cycle, to date, they have processed
2 183,357 registration applications, of which 103,800
3 were paper. They are getting hit with new
4 registrations on a daily basis. There is still plenty
5 of reviewing and proofing to do. They had a group of
6 surge staff report at the Delaware and Spring Garden
7 over the past two weekends, and that training has gone
8 well.

9 Voter registration -- or I'm sorry. Election
10 board report. Board workers confirmation calls and
11 emails continue. Total of confirmed board workers for
12 the special election is 614. Total board workers
13 decline for the special election is 63. Training
14 sessions for the special elections, total attendee
15 special training, which started August 19th, is 73.
16 Training sessions for summer training, total attendant
17 summer refresher courses was 2,967.

18 The polling place unit is continuing to monitor
19 locations for the September 17th election. August
20 28th is the last day to secure polling locations for
21 the special election. The unit is also working on
22 changes for the November election as well. The voting
23 machine unit. The unit has completed the logic and
24 accuracy test for the special election this past
25 Monday and should complete the final test by end of

1 business today.

2 The satellite unit. They are making steady
3 progress on satellite election offices for district 1,
4 4, and 8. We have begun furnishing the offices and
5 working with vendors to prepare for IT equipment,
6 insulation, and configuration. The lease for district
7 5 was executed last week. Major construction was
8 recently completed for district 4, 5, 7, and 10.
9 Construction is in progress for district 9. As part
10 of the process, we are addressing punch list items
11 with each landlord.

12 For district 8, the lease execution is still
13 pending. However, we have access to complete vendor
14 work and furnishing the offices. The office, should I
15 say. We will announce opening dates as soon as
16 possible in the coming weeks. That's all I have,
17 commissioners.

18 MS. DEELEY: Thank you.

19 MR. LYNCH: Thank you.

20 MS. DEELEY: Does anyone have any questions for
21 Stephanie or Joe?

22 MR. BLUESTEIN: I have none.

23 MR. GOWANS: I do not, Vice Chair Deeley.

24 MS. DEELEY: Thank you. We will now move to new
25 business. Secretary Bluestein, do you have any items

1 to be added to the agenda?

2 MR. BLUESTEIN: I have none. Thank you.

3 MS. DEELEY: Deputy Commissioner Gowans, do you
4 have any items to be added to the agenda?

5 MR. GOWANS: No, I do not. Thank you.

6 MS. DEELEY: With no items remaining on the
7 agenda, this meeting is adjourned to the call of the
8 chair. Thank you, everyone.

9 (The meeting was adjourned.)

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CERTIFICATE OF TRANSCRIPTIONIST

I, AALIYAH PRINCE, Legal Transcriptionist, do hereby certify:

That the foregoing is a complete and true transcription of the original digital audio recording of the testimony and proceedings captured in the above-entitled matter. As the transcriptionist, I have reviewed and transcribed the entirety of the original digital audio recording of the proceeding to ensure a verbatim record to the best of my ability.

I further certify that I am neither attorney for nor a relative or employee of any of the parties to the action; further, that I am not a relative or employee of any attorney employed by the parties hereto, nor financially or otherwise interested in the outcome of this matter.

IN WITNESS THEREOF, I have hereunto set my hand this 21st day of August, 2024.



Aaliyah Prince

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5:20	6:8	4029	6:10	5:20
1,258	201st	7:23	added	atlas.
7:10	7:19	48,416	7:6	phila.gov
10,249	2024	7:8	Additional	8:13
7:21	3:4 4:15	<hr/>	5:5	attacks
10th	5:8 7:16,	5	address	4:1
8:7	18 8:10	550	4:13 8:12	attendance
115,417	20th	7:11	addressing	3:6
7:5	7:22	5:00	4:22	attending
11:00	21	7:16 8:8,	administra	3:10
3:2	3:3	23	tion	August
12	21st	5th	4:9,14	3:3 4:15
6:9	4:15	7:14 8:10	Adult	5:13,14,
139	22nd	<hr/>	5:22	15,16,18,
6:7	5:14	6	affected	19 7:22
13th	23rd	66	8:14	<hr/> B
5:18	8:24	6:8	ahead	ballot
16	24th	67,001	6:20	5:7 7:15
6:9	5:14	7:7	applicatio	8:1,4,5
16th	26th	<hr/>	n	ballots
5:19	5:15,16	7	8:18	7:21 8:2
17	29th	708	applicatio	begun
5:8 8:6	5:16 7:16	7:12	ns	6:14
172	2s	<hr/>	7:6,7,8,	bilingual
6:7	6:9	9	10,11,12	5:2,25
17th	<hr/> 3	9:45	applied	Bluestein
7:18	3,994	4:6	8:4	4:4,5,12
190	7:6	<hr/>	apply	7:1
7:19	311	A	7:14,16,25	board
195th	5:6	a.m.	8:7	3:23 7:4
7:19	33	3:2 4:6	appreciati	8:19,21
1s	6:8	absentee	on	budget
6:6,8	3s	7:5,15	6:22	4:20
		8:1,17	approved	
			7:5	

build 6:14	City 3:4 7:23	convey 6:22	department al 5:9	election 4:9 5:8 6:3,13,16 7:14,17,22 8:2,5,6,9, 12,25
business 3:23 4:8	civil 6:7	County 7:4 8:19, 21	design 5:3	elections 4:16 7:4, 20 8:19,21
businesses 6:2	civilian 7:9	create 4:19	developed 6:15	electronic 7:8,12
Busselton 5:14	clerk 6:6,8,9	created 5:5	dialog 3:19	eligible 8:11
busy 4:25	comment 3:15,18,19 4:3,4	critical 4:19	discretion 3:22	email 8:22
<hr/>	Commenters 3:15	<hr/>	discrimina tory 4:1	emailed 4:4,5
C	comments 3:22 4:6	D	distribute 6:3	employees 6:7
call 3:3 4:8	commission ers 3:4 4:11 6:25	data 5:1	distributi ng 5:20	encouragin g 5:24
cameras 6:18	commitment 6:24	Day 5:22	District 7:19	engage 5:8
cards 5:3	communicat ions 4:25	day-to-day 6:19	districts 7:25	engagement 5:7,11
Care 5:15,21,22	community 6:1	deadline 7:15 8:7	Divic 6:18	engaging 5:25
Center 5:14	complete 5:4 8:1	decorum 3:5,25	divisions 8:14	equipment 6:13
centers 6:3	continuat ion 4:24	dedication 6:23	document 5:6	event 5:18
Central 5:18	continue 6:2,19,20	DEELEY 3:3 4:7 7:2	Double 5:22	events 5:16 6:2,4
chance 3:19	continues 6:14	deep 6:22	duties 4:17	Everest 5:15,21
chart 5:10	continuing 6:10	demonstrat ions 5:12	<hr/>	excited 6:20
check 8:13		department 4:20	E	
China 5:21			efforts 5:22	
choose 3:12				

exempt 6:8	3:3 4:11, 12 6:25	include 5:16 8:16	letter 8:20	Market 7:24
extend 3:21	7:1,2	includes 6:8 7:8	letters 8:15	Mart 5:19
<hr/>	Gourmet 5:21	including 5:5,13	Library 5:13,16,18	materials 5:1,5,7,8, 9,20 6:4
F	<hr/>	Independen	list 8:3	meeting 3:4,6,10, 11,25 7:3
facing 5:6	H	ce 5:15	live 3:16	military 7:9
FAQ 5:6	Hall 7:23	informatio	LNA 5:3	minutes 3:21
fax 8:22	hardware 6:17	n 6:12	local 6:2	moments 4:20
federal 7:9	held 7:20	interprete	locations 5:12	morning 3:3 4:11, 12 6:25 7:1,2
federated 6:18	helper 6:6	rs 5:3,24,25	Lynch 4:8 6:25 7:3	move 3:15 4:3
feedback 6:1	helpers 6:9	interrupti	<hr/>	N
fill 7:20	hire 6:10	ng 3:7	M	needed 6:19
Finally 3:24	hopeful 6:21	invoices 4:22	machine 5:12,17	network 6:17
flyers 5:23	host 6:4	involve 5:23	mail 5:7 7:5, 13,22 8:6, 22	normal 4:21
focused 4:21	hosting 5:17	issues 4:23	mail-in 7:14 8:1, 17	Northeast 5:13
<hr/>	human 6:5	<hr/>	mailer 5:4	note 8:9
G	<hr/>	J	mailing 8:3	notice 3:6
gathering 5:1	I	Joe 4:8	making 3:14	November 7:14 8:10
general 4:16 5:8 6:16 7:14 8:9	ID 8:14,21	<hr/>	management 6:15	
germane 3:23	identifica	L		
Good	tion 8:17,18,24	Learning 5:14		
	identify 4:18	leave 3:9		
		left 7:20		

	orientatio	8:22	program	5:13
O	ns	pickup	5:9	registrati
object	6:11	6:15	project	on
3:10	overlappin	places	6:14	5:24 8:25
Objecting	g	5:1	proof	related
3:13	4:15	plans	8:16,18,	4:15,22
objection	overseas	4:19	21,24	relentless
3:13	7:9 8:2	pleased	providing	6:23
occur		4:13	6:19	relevant
8:10	P	points	public	3:22
October	p.m.	4:18	3:10,15,	report
7:16	7:16 8:8,	poll	18,19,22	4:14 7:3
office	23	5:2,23	4:2,4,5	reports
6:12 8:19	Palm	polling	5:6 7:3	4:10
offices	5:3	5:1	purchase	required
6:13 7:23	paper	PPD	4:22	8:16
ongoing	7:7,11	6:15		resident
4:23	Parkway	preparing	Q	3:17
open	5:17	6:10	Q&a	resignatio
7:24	pending	preserve	3:19	ns
operation	6:5	3:5,24	questions	7:21
4:10	perceived	pressure	6:1	resources
operations	3:10	4:18		6:5
4:24	permanent	proceed	R	responsibi
operators	8:3	4:7	reach	lity
5:6	permits	proceeding	6:2	3:24
opportunit	3:9	s	read	return
y	person	3:7	4:9	8:24
3:13,18	8:23	processed	receive	routes
order	personal	7:11	7:25 8:4	6:15
3:5,25	4:1	processing	received	
orders	Philadelph	4:21	8:20	S
4:22	ia	procuremen	recruiting	satellite
organizati	3:4,17	t	5:25	6:13 7:23
onal	phillyelec	4:20	Reed	scheduled
5:9	tions@	profane	4:8,11,13	5:11 7:18
	phila.gov	3:25	Regional	

seats 7:20	6:22	team 4:21 5:2,7 6:14,16	6:23	7:9,13 8:15,20,23
Secretary 4:3	6:12	technology 6:12	6:11	voting 5:12,17
security 6:18	6:7	telephone 8:23	5:5	<hr/>
senior 6:3	3:12,16	term 8:10	updates 4:14	W
September 4:17 7:18 8:6,7,24	7:19	testing 5:3	updating 4:25	waiting 7:10
service 6:8	Stephanie 4:8	time 3:11,21	upgraded 6:17	wards 8:14
Services 5:22	stores 6:3	today 4:13 7:3	Urgent 5:15,21	water 5:4
share 4:14	Street 7:24	tolerated 3:8 4:2	<hr/>	website 8:13
sharing 5:23	submit 8:20	total 6:6 7:7,10	V	week 4:17
shouting 3:7	succinctly 3:12	trades 6:6,9	vacant 7:20	week's 7:6
Shure 6:17	Sunshine 3:9	Training 4:23	verificati on 8:15	work 4:15 6:21
slandorous 4:1	Supermarke t 5:21	transactio ns 6:5	verified 8:19	worker 5:2
speaker 3:20	support 4:19 6:19	translatio n 5:4	violate 3:8	workers 5:23
special 4:16 6:16 7:17,21 8:2,5,6, 12,25	system 6:15	Tuesday 7:16,18,22 8:7,10	violation 3:11	workforce 6:7
speech 3:13	<hr/>	<hr/>	visit 8:13	working 4:18
spent 4:16	T	U	vote 7:5,13 8:6,11	<hr/>
staff 4:17,19	table 5:17,18	unit 5:2 8:25	vote. 7:15 8:14	Y
	talking 4:17	unwavering	phila.gov. 5:24 8:25	year 8:4
	taxpayer 3:18		voter 5:24 8:25	yesterday 7:4
			voters	



Philadelphia
City Commissioners

August 21, 2024

11:00am

City Commissioners
City Hall, Room 653
1400 John F. Kennedy Blvd.
Philadelphia, PA 19107

- I. Call to order the meeting of Wednesday, August 21, 2024
- II. Public Comment
 - a. In-Person Public Comments
 - b. Report from the Secretary – Emailed Public Comment
- III. Old Business
 - a. Election operations and administration report
- IV. New Business
 - a. Additional non-agenda items
- V. Adjourned to the call of the chair