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PHILADELPHIA CITY COMMISSIONERS

ELECTIONS MEETING

Wednesday, September 18, 2024

11:00 a.m.

Job No.: 46353

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ATTENDANCE

- OMAR SABIR, CHAIRMAN
- LISA DEELEY, VICE-CHAIR
- SETH BLUESTEIN, SECRETARY
- JOSEPH LYNCH, DIRECTOR OF OPERATIONS
- STEPHANIE REED, DIRECTOR OF ADMINISTRATIONS

- ALSO PRESENT:
- ROBERT BUCKLES, JUDGE OF ELECTIONS

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

2 (11:00 a.m.)

3 MR. SABIR: Good morning. Call to order the  
4 meeting of the Philadelphia City Commissioners Board  
5 of Elections for Wednesday, September the 18th, 2024.  
6 This meeting is in compliance under Pennsylvania  
7 Sunshine Act. The Philadelphia City Commissioners are  
8 a three-member bipartisan board of elected officials  
9 in charge of elections and voter registration for the  
10 county of Philadelphia. Each commissioner is elected  
11 to serve a four-year term that coincides with the  
12 municipal election cycle for mayor and city council.  
13 The commissioners set and enforced departmental  
14 policies to administer voter registration and conduct  
15 elections in accordance with federal and state voter  
16 registration election laws.

17 The city commissioners were created by the  
18 Pennsylvania Assembly in 1711 with a focus on taxation  
19 and held various regulatory powers throughout the  
20 centuries. The commissioners started maintaining  
21 voter lists in 1799 and took on more election-related  
22 responsibilities, but didn't emerge in its current  
23 form until the adaption of Philadelphia Home Rule  
24 Charter in 1951. We will start off with public  
25 comments. Before beginning their comments, commenters

1 shall state where they live or if they are not a  
2 resident of Philadelphia and that they are a  
3 Philadelphia taxpayer.

4 Public comment is not an opportunity for dialogue  
5 or Q and A. It is public comment, a chance for you to  
6 tell us what you think. Each speaker will have two  
7 minutes to speak. However, I may extend the time at  
8 my discretion. Public comment must concern matters on  
9 today's meeting agenda. Finally, it is my  
10 responsibility to preserve the order and the decorum  
11 of these meetings. As such, profane, slanderous,  
12 discriminatory, and personal attacks will not be  
13 tolerated.

14 If you wish to make a public objection to a  
15 perceived Sunshine violation, please raise your hand  
16 and I will recognize you. Outbursts will not be  
17 tolerated. Anyone wishing to offer public comment,  
18 please step forward. Good morning --

19 MR. BUCKLES: Good morning --

20 MR. SABIR: Good morning, sir. Hold on one  
21 second, sir. Please state and spell your first and  
22 last name for the record and proceed with your  
23 comments.

24 MR. BUCKLES: Excellent. Thanks. I'm Robert  
25 Buckles. I am the judge of election of the 56th Ward

1 5th Division. And as a judge of elections, I just  
2 want to tell the whole, whole of the city  
3 commissioners how immensely grateful we are for those  
4 four meetings for judge of elections that was  
5 organized by Shane and the rest of the team,  
6 especially like focusing on the confliction strategies  
7 and all of that. As judge of elections, we're, we're  
8 like the interface to the -- to the electorate, and so  
9 having those abilities, and also to be able to give  
10 some feedback back and forth has been immensely  
11 valuable. So thank you so much.

12 Yesterday, September 17th, at 9:53 a.m., so the  
13 Republican candidate for, for the presidential  
14 election posted, "Early voting in Pennsylvania. Go  
15 vote. Make America great again!!! DJT." So I have --  
16 I was not aware that, that early voting began in  
17 Pennsylvania yesterday. So, either this -- I know  
18 that a lot of statements contrary to fact about  
19 Philadelphia voting has been made in the past, and so  
20 this may have been something that I just wasn't aware  
21 of or this may be factually incorrect, and I'm hoping  
22 that the Senate commissioners can clear this up.  
23 Perhaps this was confusion with yesterday's special  
24 election. So perhaps special election, special  
25 people. I don't know if that was -- if that was the

1 confusion or, or maybe the, the advanced in-person  
2 dropping off of absentee ballots. Perhaps that was  
3 the confusion. And when that would start in those  
4 places where that happens, if the city commissioners  
5 would be able to clarify that, clear that up, and let  
6 us know when that would be happening, we'd be very  
7 thankful. Thank you.

8 MR. SABIR: Sure. Thank you. Thank you for your  
9 comment. Anyone else with public comment today?  
10 Okay. So we don't have anyone else with public  
11 comment. Did anyone other than the commissioners want  
12 to clarify that up? Thank you, go ahead.

13 MR. BLUESTEIN: Sure, Chairman. Thank you. So  
14 no excuse to vote by mail where you can go to one of  
15 the board of elections offices and request your mail  
16 ballot is allowed to begin as early as the 16th. But  
17 we did not have a certified candidate list at that  
18 time. So at that time, no county in Pennsylvania had  
19 ballots available. Montgomery County has just started  
20 to make ballots available, and I expect Philadelphia  
21 likely will be next week. So I think that was just  
22 misinformation and confusion.

23 MR. SABIR: Vice-Chair Deeley, did you want to  
24 respond to that?

25 MS. DEELEY: Thank you, Chairman. First of all,

1 let me just say thank you for a long time for doing  
2 what you do in 56, 5, and for always bringing your,  
3 your thoughts and opinions to the board and taking the  
4 time out of your schedules. It's much appreciated. I  
5 think, as was already stated, it was misreported  
6 originally by the New York Times, I believe. And it  
7 just got re-reported, which is what we unfortunately  
8 see. You know, once something is stated, then it  
9 starts to be repeated and repeated. And  
10 unfortunately, you know, that's what we see here with  
11 -- when they misreported that Pennsylvania started.  
12 But as was already stated, after a successful  
13 completion of the L and A testing on Friday,  
14 Philadelphia will, will get -- will get moving on  
15 that. Thank you again.

16 MR. SABIR: Thank you.

17 MS. DEELEY: Thank you, Chairman.

18 MR. SABIR: Sure. And also too, I would just  
19 like to add that with all this misinformation,  
20 disinformation that's going on, refer everybody back  
21 to our website, you know, [vote.phila.gov](http://vote.phila.gov). I say it  
22 all the time in all my interviews, [vote.phila.gov](http://vote.phila.gov).  
23 That has all the information that you need in regards  
24 to voting in Philadelphia. And thank you for your  
25 service. We appreciate it. We will now move to a

1 report from Secretary Bluestein for email public  
2 comments. Commissioner Bluestein, are there any email  
3 public comments?

4 MR. BLUESTEIN: There were no public comments  
5 emailed by 9:45 a.m.

6 MR. SABIR: Thank you very much. We will now  
7 proceed to old business. We will hear a report from  
8 our director of election operations and  
9 administration.

10 MR. LYNCH: Good morning, Commissioners.

11 MR. SABIR: Good morning.

12 MR. LYNCH: Good morning, Commissioners. This is  
13 our Sunshine report update for September 18th, 2024.  
14 The warehouse unit has been preparing for the machines  
15 to return for the special election.

16 MR. SABIR: A minute recess for technical  
17 difficulties.

18 MR. LYNCH: Okay.

19 MR. SABIR: Okay. We're going to try this again.  
20 Do you want to, I guess, say, you know, your title  
21 again and just do the report and we'll start from the  
22 very beginning?

23 MR. LYNCH: Yes. Good morning, Commissioners.  
24 My name is Joe Lynch, I'm director of operations, City  
25 Commissioners. As of Monday, we have -- do you want



1 me to continue from the beginning?

2 MR. SABIR: From the top -- from the top. Sorry  
3 to make you work again, Joe.

4 MR. LYNCH: That's fine -- that's fine.

5 MR. SABIR: You're killing me.

6 MR. LYNCH: This is our Sunshine update for  
7 September 18th, 2024. The warehouse unit has been  
8 preparing for the machines' return for the special  
9 election. We're also preparing to get the machines  
10 ready for the general election. For our voter  
11 registration report, the election -- this election  
12 cycle, we have processed 269,976 voter registration  
13 applications. 141,350 of those applications were  
14 paper. And like I stated earlier, we got hit the  
15 election eve, September 16th, with over 90 -- or  
16 around 9,500 paper applications, voter registration  
17 applications. The unit was able to work yesterday  
18 even though it was a slower -- it was an election day.  
19 They were able to get it down to 5,600, which I think  
20 is great.

21 Over the weekend, our staff along with the help  
22 from the search staff made significant process  
23 improvement. Delaware and Spring Garden is currently  
24 making necessary corrections and they have printed  
25 over -- they've printed 21,000 ID cards and will be

1 mailing them later this week. As of Monday, they have  
2 approved 136,284 vote by mail and absentee  
3 applications, which is 6,783 added from last week's  
4 total. Of those, 74,380 are paper applications and  
5 61,904 are electronic applications. This includes  
6 military, civilian overseas, and federal voters. They  
7 are -- they currently have a total of 7,900 electronic  
8 applications waiting to be processed.

9       Voters who would like to vote by mail for the  
10 November 5th general election can apply for a mail-in  
11 or absentee ballot at [vote.phila.gov](http://vote.phila.gov). The deadline to  
12 apply is Tuesday, October 29th at 5:00 p.m. The  
13 special election was held on, on Tuesday, September  
14 17th, 2024 for 195th and 201st State House districts.  
15 These elections were held to fill the seats left  
16 vacant by resignations.

17       We have sent out a total of 11,772 ballots for  
18 the special election. Of those, 5,769 were for the  
19 195th legislative district, and 1,839 ballots  
20 returned, and 6,003 were sent, sent out to the 201st  
21 legislative district, which 2,266 ballots were  
22 returned. ID verification letters have gone out to  
23 voters that either did not include the required proof  
24 of identification on their absentee/mail-in ballot  
25 application or their proof of identification could not

1 be verified by the County Board of Elections office.

2 Voters who have not -- voters who have received  
3 this letter may submit their proof of ID to the County  
4 Board of Elections via email at philly,  
5 phillyelection@philla.gov, fax, US mail, telephone, or  
6 in-person. Voters have until 5:00 p.m. on September  
7 23rd to return their proof of identification for the  
8 special election.

9 The polling place unit is assisting with material  
10 collection for the special election. The unit is  
11 working to -- working on changes for the general  
12 election. It will continue to work on both September  
13 17th as well as November 5th election. For the  
14 special election, we have 700 -- we had -- we had 720  
15 board workers with every board getting at least three  
16 poll workers. 483 people made it to the special  
17 election training sessions.

18 As of the general election, they're still working  
19 on confirming board workers through calls and emails.  
20 They have received 4,892 confirmed so far, but 112  
21 said no and they have left 210 voicemails in general  
22 election training sessions -- voicemails, I'm sorry.  
23 In the -- in the general election training sessions,  
24 427 board workers attended and 2,238 confirmed for  
25 scheduled training.

1           Finally, the, the excitement around satellite  
2 office continues to grow as we expand, expand our  
3 reach in every district. This week we had a grand  
4 opening of District 4 Satellite Election Office at  
5 5610 Lancaster Avenue. The media, elected officials,  
6 community members, and neighborhood high school  
7 attended -- high schoolers attended the grand opening  
8 press event. We have a total of three satellite  
9 election offices open to the public seven days a week  
10 leading up to the general election. We are scheduled  
11 to open four more by the end of the month and the last  
12 two in October. We are eager to continue serving the  
13 citizens of Philadelphia with voter services such as  
14 assisting with voter registration and/or applying for  
15 mail-in ballots for the general election and beyond.  
16 Thank you. That's all I have.

17           MR. SABIR: Secretary Bluestein, do you have any  
18 questions?

19           MR. BLUESTEIN: I do not. Thank you.

20           MR. SABIR: Vice-Chair Deeley, do you have any  
21 questions?

22           MS. DEELEY: Yes, I do. Yes, Chairman. Thank  
23 you.

24           MR. SABIR: Sure.

25           MS. DEELEY: Joe?

1 MR. LYNCH: Yes.

2 MS. DEELEY: On the third paragraph, when we're  
3 talking about the, the ballots approved, the 136,284  
4 vote by mail and absentee applications, and of those,  
5 74,380 are paper and 61,904 are electronic. How many  
6 of those are -- left are from the permanent list from  
7 the primary? And are, are they -- or are those on top  
8 of the permit?

9 MR. LYNCH: I would have to get back to you on  
10 that, Commissioner.

11 MS. DEELEY: Okay. Please do. And thank you  
12 for, again, for the, the separation and also the  
13 numbers in the two districts.

14 MR. LYNCH: No problem. Thank you.

15 MR. SABIR: Thanks, thanks, Joe. I had a --

16 MS. DEELEY: Oh, I'm sorry.

17 MR. SABIR: Go ahead, Vice-Chair.

18 MS. DEELEY: I'm sorry.

19 MR. SABIR: Sure.

20 MS. DEELEY: And if I may, I had an experience  
21 yesterday that I would like to relay to you. I  
22 visited Excelsior School in the 10th Ward. They --  
23 the polling place unit put two divisions in a big --  
24 in a big large room, but that when they got there, the  
25 room was being renovated and there were no lights and

1 some of the carpet had been ripped up and some of the  
2 carpet had not been ripped up, which made for a  
3 serious tripping hazard in addition to the darkness.  
4 But apparently, somebody from the polling place unit  
5 came by and took photos. But in the future, we just  
6 can't allow that to, to, to stay like that. Right?  
7 So we know that there were windows, but, but when I  
8 got there, it was later in the day and it was starting  
9 to get dark. And it would have been really unsafe if  
10 I didn't go to Home Depot and purchase contractor  
11 lights to light that room.

12 Now, I recognize that the polling place created  
13 the problem. We did not. It was a problem that was  
14 created by the polling place. But can you please let  
15 the polling place unit know that in the future, better  
16 solution needs to be found? Like, if they would have  
17 communicated that, it could have been escalated and  
18 the city has lights. We could have gotten lights out  
19 there sooner or we could have moved them into the  
20 hallway. In either case, we should have anticipated  
21 sunset. And had we not been there, it could have been  
22 a really serious situation at night for the poll  
23 workers. It wasn't a busy day but there were still  
24 people that were in there and the carpet floor  
25 situation was a serious tripping hazard. So if you

1 could just, in the future, they could escalate that  
2 and we could have got lights out. The city has  
3 lights. So we could have got lights out there.

4 MR. LYNCH: I'll look into that. Thank you,  
5 Commissioner.

6 MS. DEELEY: Thank you.

7 MR. SABIR: Thanks, Lynch. Hold on. I don't  
8 really have a question. I just really wanted to make  
9 sure that all of the staffers really knew, like, our  
10 leads know that, that we can be flexible when, when it  
11 comes to, like, us processing applications. I know  
12 like with the satellite staff, I know we got some of  
13 our best people at the satellite place that can do the  
14 processing. That they can move back and forth if we  
15 have a backup at Delaware and Spring Garden.

16 MR. LYNCH: Yes, sir.

17 MR. SABIR: And that's part of another thing.  
18 Like, may be going to budgeting, but we definitely  
19 want to have more additional clerk ones. Just see how  
20 it all work out. We may do a transfer and it might be  
21 another conversation we may have, but I want  
22 additional clerks. I know Vice-Chair Deeley wants  
23 additional clerks. So that basically means that we as  
24 a board, we want additional clerk ones. And so we  
25 need to figure a way how we want that there. Because

1 we've seen a lot of our good people spread out. And  
2 as these deadlines get closer, we're going to get  
3 slammed.

4 MR. LYNCH: Yes.

5 MR. SABIR: And we know those satellite locations  
6 may be busy too.

7 MR. LYNCH: Yes.

8 MR. SABIR: So we do not want to get caught where  
9 we're just out there.

10 MR. LYNCH: Yeah.

11 MR. SABIR: So, you know, been in between, some  
12 of the satellite locations may not be as busy. We can  
13 pull some and, you know, make sure that we get caught  
14 up with these processes.

15 MR. LYNCH: Will do.

16 MR. SABIR: Thank you, Joe. I appreciate you.

17 MR. LYNCH: Okay.

18 MS. REED: Good morning.

19 MR. BLUESTEIN: Good morning.

20 MS. REED: I'm pleased to address you today to  
21 share updates from our administration report for  
22 September 18th, 2024. Our staff have been busy  
23 preparing for, for, for running the special election,  
24 preparing for the general election, and opening of  
25 permanent satellite election offices. They continue



1 to work together to solve issues as they arise and  
2 ensure all tasks are moved forward and according to  
3 schedule. I've been particularly impressed with how  
4 they're working together to find ways to improve our  
5 processes over the last week. In our budget and  
6 procurement department, the team has been focused on  
7 normal processing of invoices and purchase orders,  
8 addressing any related issues as they arise. We  
9 continue budgetary planning for the general election,  
10 including a mid-year transfer.

11 And before I do communications, I just want to  
12 add a little something about the public comment about  
13 the misinformation. Over the last week, we have  
14 actually submitted a correction to that information to  
15 a local TV station. Also, it went to the AP. I have  
16 gotten at least six inquiries about it and we have  
17 corrected that. We also put out an advisory once the  
18 ballot was certified, once we received that and our L  
19 and A was locked, then included some information that  
20 would combat that misinformation. So we have been  
21 working on that.

22 In addition, in communications, we've been  
23 designing requested materials, including social media  
24 graphics, updated procedures, documents, and updated  
25 poll worker materials. Requested updates were also

1 completed for polling place posters, the department's  
2 Atlas tool, and various website pages. Additionally,  
3 we've been planning for general election  
4 communications, including developing schedules for  
5 communication support on and after election day.

6       Regarding engagement, we are distributing  
7 materials at No.1 Asian Supermarket, China Gourmet,  
8 Everest Urgent Care, and Double Care Adult Day  
9 Services. Our efforts also include sharing flyers for  
10 poll workers and interpreters, encouraging voter  
11 registration, recruiting bilingual interpreters, and  
12 engaging with the community through feedback and  
13 questions at events. We continue to reach out to  
14 local businesses, senior centers and stores for  
15 distribution of materials or hosting events. And we  
16 have two tabling events scheduled for this week.

17       In human resources, we're currently hiring for  
18 three clerk ones and 39 temps. As of now, our total  
19 workforce stands at 200 employees, with 147 in civil  
20 service and 35 exempt. That also includes 18 temps.  
21 Our workforce includes 57 clerk ones, 33 clerk twos,  
22 17 clerk threes, 10 trades helpers, 9 voting machine  
23 techs, and the 18 temps. We're continuing with new  
24 hire activities and preparing for upcoming  
25 orientations.

1           Before I give the IT report, I would like to  
2 extend my gratitude to the Office of Information  
3 Technology and Planning and Development. These  
4 offices provided lead GIS support to develop key  
5 dashboards to track election day operations. We  
6 couldn't have done this without their support and it's  
7 been a pleasure to have the staff in our office over  
8 the weekend and yesterday for the special election.

9           Now to our IT report. The team has been hard at  
10 work developing and updating dashboards that were  
11 implemented and tested during the special election  
12 yesterday. They continue to work on setting up all IT  
13 components for our satellite election offices, and  
14 they've been updating surveys and sign-up forms,  
15 posting notices, and maintaining our website. The  
16 last week has been particularly busy for our staff as  
17 they have held two satellite election office openings,  
18 continued set up processes for the remaining satellite  
19 offices, prepared for and ran the special election,  
20 and began preparations for logic and accuracy testing.  
21 They've done an incredible job juggling the many  
22 priorities. I'm so proud of how they've handled this  
23 and I thank them for their commitment in this -- to  
24 this important public service work. Thank you.

25           MR. SABIR: Thank you. Secretary Bluestein, do

1 you have any questions?

2 MR. BLUESTEIN: I do not. Thank you.

3 MR. SABIR: Vice-Chair Deeley?

4 MS. DEELEY: Thank you, Chairman. Yes. I do.  
5 Stephanie, you mentioned in your comments that there  
6 are two tabling events scheduled this week. Where,  
7 where are they and where would the public find out  
8 about them?

9 MS. REED: I don't know where -- I don't know if  
10 we have them posted. We can have them posted. I'll  
11 send them to you. I don't have them in here, but I  
12 have them. So I can send them to you.

13 MS. DEELEY: Thank you. And one more thing.

14 MS. REED: Yes.

15 MS. DEELEY: Procurement and security, that still  
16 falls under your purview, correct?

17 MS. REED: Oh, yeah. You know what? I didn't  
18 get the security. I just realized I skipped that part  
19 of the report. It was on the last page. I'm so  
20 sorry. I guess it is.

21 MS. DEELEY: Chairman?

22 MR. SABIR: Yes.

23 MS. DEELEY: If you'll allow her to continue.

24 MR. SABIR: Yes.

25 MS. DEELEY: And then we'll go back. Thank you.

1 MS. REED: I'm so sorry. Hold on just a second.  
2 Oh, no, no, no. It's on the last page. I just didn't  
3 have it in here. It's, it's on the last page. The  
4 updates of that. I apologize.

5 MS. DEELEY: Okay.

6 MS. REED: Yes.

7 MS. DEELEY: So I noticed driving in yesterday,  
8 and everything, everything looked locked down like  
9 normal, except that the guard check that we normally  
10 procure for the entrance was not there. The security  
11 guards were sitting out in the open. And it was  
12 supposed to pour rain yesterday. We were fortunate  
13 that the weatherman was incorrect. Last night it was  
14 rainy and those folks were out there all night. At  
15 least this morning they got a tent. Can you explain  
16 to me how that happened and why?

17 MS. REED: Yeah. Absolutely. There was supposed  
18 to be a tent out there. I don't -- I don't know why  
19 the tent didn't get up, and I apologize for that. So  
20 we actually met with the -- with the contract company  
21 before, because -- so if you see in the construction,  
22 you can see there's like a pad on the right when you  
23 come in and then one in the middle when you go further  
24 in. They're going to be dropping in the guard shacks  
25 and we were not sure what day they were going to do

1 that. There was a possibility they were going to need  
2 to do it today. And if we had had that mobile unit,  
3 it would have been in the way. So we spoke with the -  
4 - with the -- with the vendor, they said that a tent  
5 would be fine for this one. We did meet with them and  
6 talked to them about it.

7 MS. DEELEY: Well, I know we're in a heightened  
8 state of security, but I think we had a failure in  
9 this area because we could have gotten a temporary --  
10 a temporary shack for the -- for the -- for the  
11 special and then waited a while -- and then next week  
12 or so, you know, got the permanent shack that we're  
13 going to have for November. There should have been a  
14 shack for the special. There should have been some  
15 enclosure for those folks, for the special.

16 MR. LYNCH: Can I -- can I just say something,  
17 Commissioner? So I spoke to the head of security  
18 yesterday before it started raining, and I gave them a  
19 tent. And he said he would put it up. So when I came  
20 back from the RDC last night around 9:30, quarter to  
21 10:00, it was up, it was raining. They were  
22 underneath it. I'm just -- I'm just telling you. The  
23 tent was up. It was one of our tents. And, and, and  
24 again, like Stephanie said, if we would have had a  
25 temporary one there, it would have been in the way of

1 putting the permanent one down.

2 MS. DEELEY: The temporary one could have been in  
3 -- could have been -- could have been in there, and  
4 then it could have been removed, and then we have  
5 September and October to get the, the permanent one up  
6 for November.

7 MR. LYNCH: Okay.

8 MS. DEELEY: So there should have been a more  
9 secure plan and a more humane plan for those folks,  
10 for the special. Thank you.

11 MR. LYNCH: Okay.

12 MR. SABIR: And I concur with Vice-Chair Deeley  
13 on that, because with -- when they -- in that little  
14 temporary thing, it looked like they were more  
15 comfortable when they were coming out. They were just  
16 -- they didn't even know I was a commissioner, because  
17 normally they'd have the pictures up of all the  
18 commissioners, you know, coming in, and it just -- it  
19 just seemed like it was a bit disorganized. So, we  
20 definitely -- I definitely concur with her. They need  
21 that, even the temporary one to come back with the  
22 permanent one. And also too, in your previous  
23 reports, none of that was in there. So hopefully we  
24 need a little bit more detail, or you all can send an  
25 email, you know, throughout the week with the deputies

1 to let us know, so we would know what to expect so we  
2 don't get no surprises. And so you said you didn't  
3 have your security report, is that correct?

4 MS. REED: No. I just didn't have it in the  
5 comments. It's on the last page.

6 MR. SABIR: Okay. So you want to proceed?

7 MS. REED: Yeah. There's -- well --

8 MR. SABIR: Or it was done? I didn't know you  
9 were done.

10 MS. REED: Yeah. I have -- no. I'm done. Yeah.  
11 I'm good. I mean, I have it here for you to read. I  
12 just didn't have it in the verbal comments.

13 MR. SABIR: Oh, okay.

14 MS. REED: Yeah.

15 MR. SABIR: So was there any questions anybody  
16 had about that other piece? Any commissioners? Do  
17 you have any questions?

18 MR. BLUESTEIN: No, sir.

19 MR. SABIR: Yeah. Okay. So I guess I had, I  
20 guess, a few questions. Not too much. In regards  
21 with the -- with the press release that we sent out an  
22 advisory. Now, I mentioned in the chat that all  
23 commissioners should see it before it goes out. I  
24 know sometimes we'd be rushing and moving. But we  
25 can't be rushing and moving too much that where the



1 commissioners are not able to see what's coming out  
2 for our department. I just wanted to make sure that  
3 we was clear on that.

4 MS. REED: Yeah. And we have a process in place  
5 now so that that will -- what we're going to do is  
6 once we have it final AM will send it to all three  
7 deputies and let you know this is when it's going by  
8 email. I think we were all in the chat and people had  
9 responded. So we thought everyone had seen it. That  
10 was our mistake. I apologize for that. But we have a  
11 new process in place, so that won't happen again.

12 MR. SABIR: Okay. Thank you. And another piece,  
13 now you said that we were hiring three clerk ones?

14 MS. REED: That's what I -- that's the report I  
15 got, that there's three open clerk one positions.

16 MR. SABIR: Okay. Because from what I  
17 understood, we didn't have any more.

18 MS. REED: I can double check with Annie. So the  
19 reports, they -- our team sends us the reports on  
20 Fridays, so I, I can double check with her. Yeah.

21 MR. SABIR: Okay. So --

22 MS. REED: I can double check on that.

23 MR. SABIR: -- again --

24 MS. REED: Yeah.

25 MR. SABIR: -- before you come to us, we want

1 everything squared away, what's accurate that's  
2 presented to us.

3 MS. REED: Yeah.

4 MR. SABIR: Okay. So --

5 MS. REED: I did talk to her last night. So --

6 MR. SABIR: Again, so last night?

7 MS. REED: Yeah. I mean to double check the --

8 MR. SABIR: We want -- we want it accurate --

9 MS. REED: I can check with her.

10 MR. SABIR: Right. Because we're trying to be  
11 coming down the stretch.

12 MS. REED: Yeah.

13 MR. SABIR: So if it was three clerk ones that's  
14 available right now, we would like to make some phone  
15 calls right now if they are.

16 MS. REED: Yeah.

17 MR. SABIR: So just let us know that we do have  
18 three clerk ones that are available.

19 MS. REED: Okay. I might get an answer while  
20 we're sitting here.

21 MR. SABIR: Please. Yes. Send her a text,  
22 please.

23 MS. REED: Yeah. I'm going to try.

24 MR. SABIR: Okay. And another piece was about,  
25 what are the preparation, I guess, with the mid-year

1 transfer?

2 MS. REED: Excuse me? Sorry.

3 MR. SABIR: You said the mid-year transfer?

4 MS. REED: Yeah. So they sent us documents for  
5 our target budget. So that's where it starts. It's  
6 like laying out the target budget. I met with Brian  
7 last week just to go over to make sure that the  
8 information, that he had everything. And then I think  
9 the next step is he sends that in and then we talk to  
10 them.

11 MR. SABIR: But let's just make sure, because we  
12 all have -- we have priorities.

13 MS. REED: Yeah.

14 MR. SABIR: So we didn't want to just rush and do  
15 it. So we still got time. So please let the -- maybe  
16 this week, we can sit down and go over that -- the  
17 things that we wanted out of the bar so we don't have  
18 any issues with that because we definitely wanted our  
19 clerk ones. That may require us to move some money  
20 from the 200 to the 100 or whatever.

21 MS. REED: Yeah. We already have to, to cover  
22 our current expenses for sure.

23 MR. SABIR: Yeah.

24 MS. REED: Yeah.

25 MR. SABIR: But I'm just saying, in general, we

1 did one additional clerk ones, so we'll figure that  
2 part out. And that could be a more complex --

3 MS. REED: Yeah.

4 MR. SABIR: -- conversation, but we wanted that.  
5 And then the pay raise with our staff, how is that  
6 going?

7 MS. REED: Yeah. So the PCQs have been submitted  
8 to HR and the next step is for them to review the PCQs  
9 and then they'll set up interviews with the staff. So  
10 also, Lauren has set up another meeting with the union  
11 to finish writing the specs so that we have those on  
12 the side. Kind of go in parallel instead of, you  
13 know, one -- all together.

14 MR. SABIR: Okay. So when is the meeting with  
15 Lauren?

16 MS. REED: I think it's next week. I think it's  
17 next Tuesday.

18 MR. SABIR: Okay. Just make sure that we get  
19 that plan together because that's really a top  
20 priority for all the commissioners.

21 MS. REED: The W should have it. I'll double  
22 check right now.

23 MR. SABIR: Just whatever, then let's just redo  
24 it again. Not -- they should have had -- let's just  
25 try to get that in.

1 MS. REED: Yes. It's --

2 MR. SABIR: It's the top priority, if we can.

3 MS. REED: It's Tuesday at -- I can't read my  
4 phone without my glasses.

5 MR. SABIR: Sorry, you don't have to read this  
6 second. We'll, we'll get another email. That's fine.

7 MS. REED: Okay. Sure.

8 MR. SABIR: But just the day, hopefully. We get  
9 all that stuff squared away and see what path we want.

10 MS. REED: Yeah.

11 MR. SABIR: That's just a top priority for our --  
12 for our staff. I think that may be it. And thank  
13 you, everyone, too. I don't want that to -- I know  
14 we've been doing a lot. I really want to say thank  
15 you for your work. We will now move to the new, new  
16 business portion of our agenda. So we don't have any  
17 new business. Vice-Chair Deeley, do you have any non-  
18 agenda items to be raised at this meeting?

19 MS. DEELEY: I do not, thank you.

20 MR. SABIR: Secretary Bluestein, do you have any  
21 non-item agendas to be raised at this meeting?

22 MR. BLUESTEIN: I do not, thank you.

23 MR. SABIR: Okay. Hearing none, I make a motion  
24 to adjourn this meeting.

25 MS. DEELEY: Second.

1 MR. SABIR: Secretary Bluestein, please go to  
2 roll.

3 MR. BLUESTEIN: Vice-Chair Deeley?

4 MS. DEELEY: I vote aye.

5 MR. BLUESTEIN: I vote aye. Chairman Sabir?

6 MR. SABIR: Aye. Motion passed. Meeting's  
7 adjourned.

8 (End of audio recording.)

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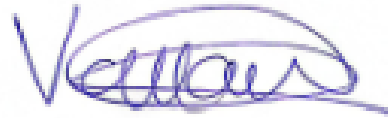
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IN WITNESS THEREOF, I have hereunto set my hand this 18th day of September, 2024.



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Vallary Miruni

<hr/> <b>1</b>	<b>18th</b>	18:20	<hr/> <b>6</b>	<b>abilities</b>
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