

APPROVED
PROCEEDINGS OF THE OTTAWA
COUNTY CLERK'S ASSOCIATION
August 13, 2021

The Ottawa County Clerk's Association met on Friday, August 13, 2021, at Pottawattomie Park, 15600 Comstock Street, Grand Haven MI 49417, at 12:00 p.m. and was called to order at 12:05 pm by President Chris Saddler.

Members & Guests Present:

Robin Overway, Blendon Twp.
Jennifer Mokma, Blendon Twp.
Anna Darwin, Grand Haven City
Linda Browand, Grand Haven City
Sherri Sayles, Ottawa County
Elizabeth Szymanski, Allendale Twp.
Jan Redding, Wright Twp.
Della Kiser, Crockery Twp.
Kathy Buchanan, Crockery Twp.
Teresa DeGraaf, Port Sheldon Twp.
Sally Bareman, Port Sheldon Twp.
Kate Kraak, Zeeland Twp.
Pam Holmes, Zeeland City
Cindy Humphrey, Zeeland City
Jill Gruppen, Hudsonville City
Brenda Katerberg, Holland City
Kristi DeVerney, Grand Haven Twp.
Laurie Larsen, Grand Haven Twp.

Chris Saddler, Robinson Twp.
Jody Hansen, Allendale Twp.
Jennifer Venema, MTPP
Theresa Frank, Wright Twp.
Lorrain Dietrich, Chester Twp.
Helen Dietrich, Chester Twp.
Margaret Shay, Spring Lake Twp.
Jeanne Knol, Georgetown Twp.
Candy DeHaan, Jamestown Twp.
Katie Sim, Ottawa County
Simone Johnson, Ottawa County
Mike Dalman, Holland Charter Twp.
Sue Dalman, Holland Charter Twp.
Justin Roebuck, Ottawa County

The invocation was given by Laurie Larsen.

Members participated in a team building activity.

OCCA Business:

OCCA 21-009 Linda Browand, with support from Laurie Larsen, moved to approve the agenda as presented. The motion passed.

OCCA 21-010 Linda Browand, with support from Kathy Buchanan, moved to approve the minutes of the June 11, 2021 OCCA meeting. The motion passed.

OCCA 21-011 Justin Roebuck, with support from Linda Browand, moved to approve the August 1, 2021 Treasurer's report indicating a balance of \$9,958.91. The motion passed.

County Clerk Updates:

Justin Roebuck provided the following updates:

1. The county did not bill for the 2020 preventative maintenance costs for election equipment. Mr. Roebuck apologized for the oversight. The county will be sending out invoices for both 2020 and 2021 election equipment maintenance costs in the coming months. Please contact Justin if there are concerns/issues.
2. Mr. Roebuck introduced Katie Sims. She has taken over the role of Ottawa County Election Coordinator. He also introduced Simone Johnson, Ottawa County Election Intern.
3. Hart is in the process of conducting two-year maintenance on election equipment. This is to be conducted ONLY by a Hart employee.
4. Mr. Roebuck debunked various conspiracy theories pertaining to the scheduled preventative maintenance on equipment. He indicated this maintenance does not harm the equipment as some theories suggest. In addition, Hart will be conducting a firmware update next year.
5. Ottawa County Clerk's office provided members a copy of the Senate Oversight Committee report of the 2020 elections.
6. The county has been receiving numerous calls about conducting a "forensic audit". Mr. Roebuck explained no such audit exists.

Katie Sims provided the following updates:

1. Ms. Sims introduced herself to the members and provided an overview of her goals. She will be scheduling one on one meetings with each jurisdiction to seek input as to how the county can help local jurisdictions better.
2. She is looking into vamping up election training. Specifically, Ms. Sims is establishing a work group to help identify how to best improve training efforts. She is looking for approximately 8-10 people to form this work group. If you are interested please contact her.

Jennifer Venema from Michigan Township Participating Plan reminded members that the next MTPP grant cycle begins October 1, 2021. She will send a link with application guidelines via email to the group.

Chris Saddler reminded everyone that Debbie Wierenga's retirement open house is today at 3:00 p.m.

OCCA 21-012 Laurie Larsen, with support from Pam Holmes moved to adjourn at 1:22 p.m. The motion passed.

The next meeting will be held on October 8, 2021 at Port Sheldon Township, 16201 Port Sheldon, West Olive, MI 49460.

Minutes Submitted By: Jody Hansen, OCCA Secretary