

# Ottawa County Clerk's Association

June 10, 2022

Proposed Minutes

The Ottawa County Clerk's Association met on Friday, June 10, 2022, at Polkton Township – Sheridan Park, 17000 64<sup>th</sup> Avenue, Coopersville, MI 49404 at 12:01 PM. The invocation was given by Connie Langeland, Polkton Township Clerk.

## Members Present:

Jody Hansen, Allendale Township	Teresa DeGraaf, Port Sheldon Township
Elizabeth Szymanski, Allendale Township	Sally Bareman, Port Sheldon Township
Pam Holmes, Zeeland City	Lorna Bronkema, Olive Township
Cindy Humphrey, Zeeland City	Sue Dalman, Holland Charter Township
Katie Sims, Ottawa County	Mike Dalman, Holland Charter Township
Kristi DeVerney, Grand Haven Township	Daniele Dykens, Park Township
Jill Gruppen, Hudsonville City	Brenda Katerburg, Holland City
Renee Kuiper, Ottawa County	Theresa Frank, Wright Township
Kate Kraak, Zeeland Township	Candy DeHaan, Jamestown Township
Robin Overway, Blendon Township	Chele Reagh, Jamestown Township
Jennifer Mokma, Blendon Township	Chris Sadler, Robinson Township
Helen Dietrich, Chester Township	Lenore Cook, Tallmadge Township
Lorrain Dietrich, Chester Township	Jane Longstreet, Robinson Township
Laurie Larsen, Grand Haven Township	Margaret Shay, Spring Lake Township
Connie Langeland, Polkton Township	Jamie Tenbrink, Polkton Township
Sarah Wilson, Zeeland Township	

## **OCCA Business**

President Jody Hansen called business to order at 12:15 PM.

22-11. Mike Dalman, with support from Laurie Larsen, moved to approve the agenda.  
The motion passed.

22-12. Candy DeHaan, with support from Theresa Frank, moved to approve the minutes of the April 8, 2022 meeting.  
The motion passed.

22-13. Katie Sims, with support from Kate Kraak, moved to approve the June 1, 2022 Treasurer's Report, indicating a balance of \$9,840.10. The motion passed.

### **County Clerk Updates**

Katie Sims provided the following updates:

- Training Updates – The last 2 weeks of July are currently set aside for election inspector (re) certification training. Please give Ms. Sims your needs, including the different types of training needed. All new inspectors NEED to attend in-person training. Both the County and State have lists of people willing to be election inspectors for those jurisdictions who are low on workers. Ms. Sims (and Mr. Roebuck in an email sent out before the meeting) suggested vetting new workers before assigning them to work.
- QVF Street Index – The County has finished their check for any mistakes and have contacted the jurisdictions with any mistakes. Please double and triple check streets and district numbers when sending items to voters.
- August Election – Public Accuracy Tests are scheduled to start in the next couple of weeks. Ballots for Test Decks have been sent to Spectrum Printing and Election Source and should arrive in time for accuracy testing. Ms. Sims reminded association members to hand mark test ballots, even if using a printing service.
- State's Election Security Grant – Ms. Sims highly suggests that money be used to purchase cameras for AV Ballot drop-boxes. It has been mentioned that people might be standing by drop-boxes and potentially submitting FOIA requests for that video.
- Ottawa County Election Results Website – The County has been approved to move the current site to a .gov domain. Ms. Simone Johnson will be starting the process of moving site information soon.
- AV Supply Order – Orders placed in May have started to ship. Clerks should order any needed supplies now for the November election. Ms. Sims to follow up with an email to Clerks.
- Legislative Updates – Not much is happening currently.
- Community Elections Discussion – The County's new social media campaign launched today, with a timeline through the November election. Ms. Sims encouraged members to share all posts with their election workers and on their jurisdictional sites. The campaign will include social media posts, emails and community meetings. The first meeting will be held on July 28 at 6pm and located at Georgetown Township Hall. Currently the meetings are scheduled to highlight election security and will offer the opportunity for Q&A from residents. The meetings will be streamed on the County's social media. Two additional meetings will be held in October in the Grand Haven and Holland areas.

### **Guest Speaker**

- Ann Heerde, Ottawa County Community Mental Health, gave a presentation on stress management, including ways to help us de-stress, especially during election season. Other presentation highlights included: reminding ourselves why we got into the Clerk/Deputy Clerk role, the challenges of continued high-stress situations, burn-out types/levels and worksheets to help us evaluate our stress levels.

### **Social Committee Update**

Daniele Dykens presented a donation from the Association to the Ottawa County Mental Health lending library.

22-14. Daniele Dykens, with support from Candy DeHaan, moved to adjourn the meeting at 1:41 PM.  
The motion passed.

The next meeting will be August 12, 2022. It will be hosted by Crockery Township and be held at Crockery Township Hall, 17431 112<sup>th</sup> Ave, Nunica, MI 49448.