

**Board Members**

Keith Timmons, Chair  
Bryan Black, Vice-Chair  
Rodney Profit  
Steve Waterhouse  
Queen Bowman  
Cheryl Ewers  
Vacant



**Executive Director**

Todd Billman  
(843) 832-0132 (843) 563-0132  
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**Deputy Director**

Meredith Murray  
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**Dorchester County Board of Elections and Registration**

201 Johnston Street, St. George, South Carolina 29477

**Board Meeting Minutes**

Summerville County Council Chambers  
500 North Main Street  
Summerville, South Carolina 29483

Thursday, January 20, 2022

**Present:** Mr. Keith Timmons, Chair, Mr. Bryan Black, Vice-Chair; Ms. Queen Bowman; Ms. Cheryl A. Ewers; Mr. Rodney Profit; Mr. Todd Billman, Executive Director; Ms. Meredith Murray, Deputy Director, Mr. Benjamin Leeson, Election Analyst, Ms. Rachelle Roland, Manager

**Absent:** Not Applicable

**Guest:** Ms. Vickie Westberg, League of Women Voters

1. **Call to Order of Board Meeting-** Chair Mr. Keith Timmons called the meeting to order at 4:45pm.
2. **Agenda Approval-** Ms. Murray mentioned that two additional items needed to be added to the agenda— Yearly Ethics Submission and Old Fort Baptist Church Temporary Location. Mr. Timmons asked for a motion to approve this meeting's agenda including the additional two items. Mr. Profit made a motion to approve the agenda, seconded by Mr. Black, all in favor, no opposed. Motion passed.
3. **Review minutes of previous meeting-** Mr. Timmons asked for a motion to approve the minutes from the meeting held on November 4, 2021. There was no meeting held December of 2021. Ms. Bowman made a motion to approve the November 4<sup>th</sup>'s meeting minutes, seconded by Mr. Profit, all in favor, no opposed. Motion passed.
4. **Public Comment-** None.
5. **Deputy Director's Report**
  - a. **Election Updates**
    - i. **2022 Board Meeting Schedule/Election Calendar** – Ms. Meredith reviewed the board meeting schedule, highlighting a couple months (March and May) that have an election. She stated that during these months a suggestion is to have the board meeting following the certification hearing (March 10<sup>th</sup> and May 20<sup>th</sup>). May 20<sup>th</sup> is a Friday, which the day that the certification needs to be held for the special election. Mr. Profit made a motion to approve the 2022 Board Meeting Schedule as printed, seconded by Ms. Bowman, all in favor, no opposed. Motion passed. The 2022 Election Schedule was distributed to the members of the board.

- ii. *Yearly Ethics Submission – Ms. Meredith shared with the members of the board that their state ethics commission documents need to be filed by March 30<sup>th</sup>.*
- iii. *Reevesville Election & Certification – Ms. Murray mentioned that the Town of Reevesville Special Election will be on Tuesday, February 15<sup>th</sup>. There is one Town Council Seat (At-Large) on the ballot. The certification hearing will be held on Thursday, February 17<sup>th</sup>. Ms. Roland mentioned that polling location and workers have been confirmed. Mr. Profit mentioned that the board meeting schedule indicates a time of 4:45pm for February 17<sup>th</sup>. Clarification was made that the board meeting will take place after the certification hearing at 10am. Ms. Murray mentioned that she will update the calendar to reflect that time. Mr. Timmons asked to amend the board meeting calendar motion, to include the February 17<sup>th</sup> meeting time change. Mr. Profit made a motion to amend the motion for the meeting time, seconded by Ms. Bowman, all in favor, no opposed. Motion to amend passed.*
- iv. *House District 97 Elections & Certification – Ms. Murray mentioned that for the March 8<sup>th</sup> will be a Republican primary. There is one democratic and two republicans on the ballot. The certification will take place on March 10<sup>th</sup>. The special election and certification hearing will take place on Tuesday, May 17<sup>th</sup> and Thursday, May 20<sup>th</sup>, respectively.*
- v. *Absentee Voting – Ms. Murray reported that in-person absentee for the Town of Reevesville Special Election started January 18<sup>th</sup>. For this election, absentee voting will take place in the Voter Registration office. In-Person absentee voting for House District 97 Primary will begin February 7<sup>th</sup> in St. George. The Summerville satellite location will not be open for this election. The House District 97 special election will open in-person absentee voting April 18<sup>th</sup>-May 16<sup>th</sup>. Ms. Murray stated there is a possibility that the Summerville satellite location may be open and for the other elections moving forward. Mr. Timmons asked for the names of the candidates for House District 97. Ms. Murray mentioned the following candidates: Candace Jennings (Republican), Robert Robbins (Republican), and Rezsau Lewis (Democratic).*
- vi. *Old Fort Baptist Church Temp Location – Ms. Murray shared with the members of the board that for the upcoming Statewide June Primary Election, Old Fort Baptist is unavailable to serve as a polling location. The election date conflicts with their scheduled Vacation Bible School week. Mr. Timmons asked if there will be signage placed at Old Fort to notify voters that vote at this location. Ms. Roland mentioned that signs will be placed to inform voters. Mr. Profit asked if information will be shared through other outlets to inform voters. Ms. Murray shared that information will be shared with our Public Information department to get the word out. Ms. Murray shared that a postcard will be mailed out to voters; Mr. Leeson distributed a sample “postcard” that voters will receive with each member. Ms. Roland mentioned cards will be sent out a couple weeks before the election.*
- vii. *Training – Ms. Roland shared with the board that poll managers have been confirmed for the Town of Reevesville Special Election. For this particular election, the training requirement will be online training. For House District 97, letters went out via email to clerks. Clerks are developing their team of workers. Online training will be available for poll managers and clerks. There will be an in-person clerk training on February 10<sup>th</sup> at 5:30pm at the Elections Warehouse on Deming Way for the House District 97 Primary. Due to the special elections, Ms. Roland mentioned that she will contact clerks for the Statewide June Primary and Statewide General Election in March after the House District 97 Primary. Training dates will be determined at a later time. Letters to Polling locations for the Town of Reevesville Special Election, House District 97 Primary and*

*Special Elections, and the Statewide Primary and General Elections have all be sent out via email. Mr. Profit asked Ms. Roland if all locations have responded. Ms. Roland said that she is following up with locations that need to confirm and received one confirmation today from one location-Dorchester Career School. Old Fort Baptist Church was the only location to date that mentioned that their church was unavailable for the Statewide Primary. Ms. Ewers inquired about the polling locations included in the House District 97 Elections; Rachelle mentioned 14 polling locations (23 precincts).*

- viii. *Redistricting – Mr. Billman mentioned that updates to county lines can be changed. There is a pending lawsuit on the state house and senate level. Redistricting may occur in February. There may be a need depending on when it is finalized to move filing dates back. Depending on when it occurs, there is a possibility that the Statewide June Primary may be pushed back to July. Ms. Murray mentioned that with changes, there will be a need for staff to work overtime to assist with the changes. Mr. Timmons asked how many voters will be impacted by county council changes. Mr. Billman mentioned around 30,000 out of 100,000, however there will be changes to many districts. Mr. Profit shared that this was a topic of discussion at the South Carolina Association of Registration Election Officials, Inc. (S.C.A.R.E) Conference—there is no hard deadline. Mr. Billman mentioned that there may be a need to have Geographic Information System (GIS) staff to assist our department to ensure changes are accurate in the system.*

*Ms. Murray mentioned that she and Mr. Billman met with County Administration via Microsoft Teams to discuss the St. George absentee and precinct locations. Due to COVID-19, they have permitted Voter Registration & Elections to be in the Kenneth F. Waggoner (KFW) Meeting Room. Administration will permit the continued use of this room for the March House District 97 Primary Election. For the elections in May, June, and November, Administration will consider if the KFW Meeting Room will be a viable option, due to county staff relocating into that space. Ms. Murray mentioned that concerns were expressed because adequate parking and space for curbside may not be available at the other locations Administration provided as options. Mr. Profit encouraged staff to continue to share their thoughts with administration.*

- ix. *Equipment Status & Delivery Process – Mr. Billman mentioned that Mr. Leeson has prepared and tested election equipment for the Town of Reevesville Special Election and for House District 97 Primary Absentee. He shared that Mr. Leeson continues to learn and has assisted with The Uniformed And Overseas Citizens Absentee (UOCAVA) ballot proofing, along with other department staff.*

*b. Personnel Updates*

- i. *New Admin Specialist/ Election Analyst – Ms. Meredith reported a new staff member in Voter Registration, Ms. Kisha Ravenell who started December 6, 2021 as an Administrative Support Specialist II. She replaced Ms. Anna Baal. Mr. Leeson introduced himself as the new Election Analyst, sharing his previous election experience and his thoughts about being the newest member in the department.*
- ii. *Director's Position – Ms. Meredith shared that Mr. Billman's position has been posted on the county website and on ElectionNET. Applications have been received from prospective candidates to date. Ms. Murray shared the upcoming Human Resources schedule for orientation dates of new hires.*

*Mr. Timmons shared that Mr. Waterhouse has resigned from the Dorchester County Election Board. Ms. Murray read Mr. Waterhouse's resignation letter sent last week. Mr. Billman mentioned that he has notified legislatures. There are now two board member vacancies.*

**6. Unfinished Business**


- a. *By-Laws – There was discussion regarding last draft of the By-Laws. Mr. Billman mentioned that the draft was sent and approved by the county attorney. Mr. Timmons mentioned that changes were made and finalized. Ms. Bowman shared that she wants to ensure all the changes discussed have been added to the latest draft of the By-Laws. Board agreed to revisit the latest copy of the By-Laws; Ms. Murray will disseminate to the members of the board.*
- b. *Executive Session – Mr. Timmons asked for a motion to dismiss to an executive session to discuss personnel matters. Ms. Black made a motion to convene, seconded, all in favor, no opposed. Motion passed. Board convened at 5:26pm and resumed the meeting at 5:48pm.*

**7. New Business- None.**

8. **Adjournment-** *Mr. Timmons asked for a motion to adjourn the meeting at 5:50pm. Mr. Black made a motion to adjourn, seconded by Mr. Profit, all in favor, no opposed. Motion passed.*

Respectfully Submitted,

Rachelle Roland

  
Mr. Keith Timmons, Chair

## Board Members

Keith Timmons, Chairperson  
Bryan Black, Vice Chairperson  
Queen Bowman  
Rodney Profit  
Cheryl Ewers  
Vacant  
Vacant



# Dorchester County Board of Elections and Registration

201 Johnston Street, St. George, South Carolina 29477

## Minutes

Thursday, February 17<sup>th</sup>, 2022  
County Council Chambers, St George

*Present: Mr. Keith Timmons, Chair; Mr. Bryan Black, Vice Chair; Ms. Queen Bowman; Mr. Rodney Profit; Ms. Cheryl Ewers*  
*Guest: Ms. Vickie Westberg, League of Women Voters*

1. **Call to Order of board meeting-** *The meeting was called to order at 10:08 am by Mr. Keith Timmons.*
2. **Agenda Approval –** *Ms. Bowman made a motion, seconded by Mr. Black, all in favor, to approve the agenda.*
3. **Review minutes of previous meeting-** *Mr. Black made a motion, seconded by Ms. Bowman, all in favor, to approve the January minutes.*
4. **Public Comment –** *None*
5. **Deputy Director's Report**
  - a. **Election Updates**
    - i. **Redistricting –** *Ms. Murray updated the board on the latest redistricting plans. The SEC informed counties the Governor signed the General Assembly's congressional map into law on January 26<sup>th</sup>. Though there are existing lawsuits, but no injunction filed, the SEC want counties to move forward making any approved district line changes. The latest update as of February 16<sup>th</sup> is that the 2022 Elections must proceed under the new lines as enacted by the Governor.*
    - ii. **Candidate Filing –** *Counties are required to file a public notice for candidate filing by March 2<sup>nd</sup>. The filing period opens noon, March 16<sup>th</sup> and closes noon, March 30<sup>th</sup>.*
    - iii. **House 97 Primary –** *The House 97 primary will be March 8<sup>th</sup>. It is a Republican Primary only. The certification will be March 10<sup>th</sup>. Absentee voting opened on February 7<sup>th</sup> and will go through March 7<sup>th</sup>.*
    - iv. **Clerk/Poll Manager Training –** *Ms. Roland held clerk training on February 10<sup>th</sup>. There are three clerks that still need to complete training. There are 15 clerks and 53 poll managers scheduled to work. The deadline for online poll manager training is February 18<sup>th</sup>. Ms. Roland sent out reminders to polling locations to confirm space and contacts for the election. Delivery of equipment is scheduled for the week of*

*February 28<sup>th</sup>. Clerks will pick up supplies on March 7<sup>th</sup>. Three board members confirmed they will be available to election day.*

- v. Bethany UMC – Ms. Roland was contacted by administration from Bethany UMC. They informed her that their church could not be used as a polling location for the Statewide Primary because they are hosting vacation bible school. We will check to see if there are other options or an alternative location on that site to use.*
  
- b. Yearly Ethics Submission – Ms. Murray reminded the board to file their ethics submission prior to March 30<sup>th</sup>.*
  
- c. Training & Certification – Ms. Roland emailed the board a copy of the yearly Training & Certification courses. Ms. Murray reminded the board to let Ms. Roland know what classes they would like to register for. This would count as continuing education since there will not be a SCARE conference held this year.*
  
- d. Personnel*
  - i. Hiring of New Executive Director – Ms. Kizzie Scott was selected as the new Executive Director of Voter Registration & Elections. She will start on February 28<sup>th</sup>.*
  - ii. Elections Analyst Vacancy – Ms. Murray informed the board that Mr. Benjamin Leeson submitted his resignation on February 7<sup>th</sup>. The elections analyst position has been posted on the county website.*
  - iii. Introduction of Admin Staff – Ms. Murray introduced the new admin staff, Ms. Maggie Murray and Ms. Kisha Ravenell to the board.*
  
- 6. Unfinished Business – There was no unfinished business.*
  
- 7. New Business- No new business came before the board.*
  
- 8. Adjournment – Ms. Bowman made a motion to adjourn, seconded by Mr. Black, all in favor, the meeting adjourned at 10:40 am.*

Respectfully Submitted,

Meredith Murray



Mr. Keth Timmons, Chairperson

**Board Members**

Keith Timmons, Chair  
Bryan Black, Vice-Chair  
Rodney Profit  
Queen Bowman  
Cheryl Ewers  
Vacant  
Vacant



**Executive Director**

Kizzie Scott  
(843) 563-0132  
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**Dorchester County Board of Elections and Registration**

201 Johnston Street, St. George, South Carolina 29477

**Board Meeting Minutes**

Saint George County Council Chambers  
201 Johnston Street  
Saint George, South Carolina 29477

Thursday, March 10, 2022

**Present:** Mr. Keith Timmons, Chair; Mr. Bryan Black, Vice-Chair; Ms. Queen Bowman; Ms. Cheryl A. Ewers; Mr. Rodney Profit; Ms. Kizzie Scott, Executive Director; Ms. Meredith Murray, Deputy Director; Ms. Rachelle Roland, Manager

**Absent:** No one absent

**Guest:** Ms. Vickie Westberg, League of Women Voters

1. **Call to Order of Board Meeting-** Chair Mr. Timmons called the meeting to order at 10:06am.
2. **Agenda Approval-** Mr. Timmons asked for a motion to approve this meeting's agenda. Ms. Queen Bowman made a motion to approve the agenda, seconded by Mr. Rodney Profit, all in favor, no opposed. Motion passed.
3. **Review minutes of previous meeting-** Mr. Timmons asked for a motion to approve the minutes from the February 17<sup>th</sup> meeting. Ms. Bowman made a motion to approve the February 17<sup>th</sup> meeting minutes, seconded by Mr. Profit, all in favor, no opposed. Motion passed.
4. **Public Comment-** None.
5. **Deputy Director's Report**
  - a. **Election Updates**
    - i. **Redistricting Update-**Ms. Murray stated that the decode list has been completed and sent to the State Election Commission. There are several precincts that will have splits in their districts. Ms. Murray and Ms. Scott continue to work with county Geographic Information System (GIS) personnel to update changes in the database. There was discussion about the changes that will take effect in June, and the implementations of changes with the upcoming House District 97 Special Election. Ms. Scott mentioned that even with the current lawsuit, redistricting will continue, and the June Primary will still take place as scheduled. New lines will not go into effective until the June Statewide Primary; the House District 97 Special Election in May will be conducted under the current lines. She

mentioned that the new database will track changes and allow staff to the ability to view "old lines" if necessary, after redistricting occurs.

- ii. *H.4919 –Ms. Murray mentioned this bill has passed the House, pending with the Senate. If passed, early voting will take place two weeks preceding an election, starting with the upcoming general election. It will run Monday-Saturday, 8:30am-6:00pm and allow anyone to vote prior to an election without an excuse. The number of early voting sites that each county will need to have open, will be based on geographical information and number of registered voters. Ms. Murray mentioned that the hope is to utilize our current absentee locations, Wescott and Rollins Edwards for early voting. There is a need to find a new St. George location; one option may be the Lovely Hill Convention Center. Staff will be in contact to see if these locations can be secured in the event the bill passes.*
  - iii. *Candidate Filing –Ms. Murray stated that the notice was published on March 2<sup>nd</sup> in the Post & Courier, Summerville Journal Scene, and in the Eagle Record. Candidate Filing will take place March 16<sup>th</sup> starting at noon through March 30<sup>th</sup> ending at noon. Candidates seeking office in the 2022 General Election may file in the Voter Registration office in St. George.*
  - iv. *House District 97 Special Election-This election will take place on May 17<sup>th</sup>. Ms. Murray mentioned the candidates on the ballot will be Robby Robbins (Republican) and ReZsaun Lewis (Democratic). The certification hearing will take place on May 20<sup>th</sup> at 10am in the St. George County Chambers, board meeting to follow.*
  - v. *Clerk/Poll Manager Training Update-Ms. Murray shared that the in-person clerk training for the House District 97 Special Election will be held on Thursday, April 21<sup>st</sup> @ 5:30pm at the Elections Warehouse. Ms. Roland stated that the State Elections Commission online training will be the only requirement for poll workers; clerks will need to complete online training and attend the in-person training.*
- b. *Bethany UMC Update-Ms. Murray mentioned that prior to the Statewide Primary, the hope is to find a permanent polling location to replace Bethany UMC. Mr. Profit mentioned that he has some contacts with neighboring churches but has not heard back. Discussion was made about the need for a new permanent location to lessen voter confusion and mitigate postage costs. If a facility is found and approved, then the Voter Registration staff will mail new voter registration cards to voters in those precincts.*
  - c. *Yearly Ethics Submission-Ms. Murray reminded board members of the March 30<sup>th</sup> deadline to file.*
  - d. *Personnel*
    - i. *Elections Analyst Position-Ms. Murray stated that there are nine individuals who applied, and some candidates have elections experience. Interviews will take place on Friday, March 11<sup>th</sup>.*

## 6. Unfinished Business

- i. *By-laws-Board reviewed the current by-laws. Ms. Bowman read and highlighted the updated portions. Mr. Timmons asked for a motion to approve the amended by-laws with edits discussed. Mr. Black made a motion to approve, seconded by Mr. Profit, all in favor, no opposed. Motion passed.*

7. **New Business-** *Ms. Scott shared with the board that she recently met with budget personnel to review and discuss the current budget and budget for Fiscal Year 2023. Due to changes with elections and review of previous budget years, it was evident that Elections and Voter Registration department has been underfunded. There was discussion and board asked questions for clarification purposes.*

8. **Adjournment-** *Mr. Timmons asked for a motion to adjourn the meeting at 10:58am. Mr. Black made a motion to adjourn, seconded by Mr. Profit, all in favor, no opposed. Motion passed. The next meeting will take place on April 21<sup>st</sup> at 4:45pm in the Summerville County Council Chambers.*

Respectfully Submitted,

Rachelle Roland



Mr. Keith Timmons, Chair





## **Board Members**

Keith Timmons, Chairperson  
Bryan Black, Vice Chairperson  
Queen Bowman  
Rodney Profit  
Cheryl Ewers  
Vacant  
Vacant



# **Dorchester County Board of Elections and Registration**

201 Johnston Street, St. George, South Carolina 29477

## **Minutes**

Thursday, April 21st, 2022  
County Council Chambers, Summerville

*Present: Mr. Keith Timmons, Chair; Ms. Queen Bowman; Mr. Rodney Profit; Ms. Cheryl Ewers; Ms. Kizzie Scott, Executive Director; Ms. Meredith Murray, Deputy Director*

*Absent: Mr. Bryan Black, Vice Chair*

*Guest: Ms. Vickie Westberg, League of Women Voters*

1. **Call to Order of board meeting-** *The meeting was called to order at 4:48 pm by Mr. Keith Timmons.*
2. **Agenda Approval –** *Ms. Bowman made a motion, seconded by Ms. Ewers, all in favor, to approve the agenda.*
3. **Review minutes of previous meeting-** *Ms. Bowman made a motion, seconded by Ms. Ewers, all in favor, to approve the March minutes.*
4. **Public Comment –** *None*
5. **Director's Report**
  - a. **Redistricting-** *Ms. Scott informed the board that our redistricting is complete. The department of Revenue & Fiscal Affairs (RFA) will send a report with any errors to correct. All changes must be done prior to the Statewide Primary.*
  - b. **Elections Update**
    - i. **H.4919 –** *Ms. Scott updated the board on the status of H.4919 as it relates to early voting. The bill is currently in the Senate.*
    - ii. **House 97 Special Election –** *The House District Special election will be on May 17<sup>th</sup> with the certification to be held on May 20<sup>th</sup>.*
    - iii. **June Statewide Primary –** *The Statewide Primary will be held on June 14<sup>th</sup> with the certification on June 16<sup>th</sup>. The Runoff will be held on June 28<sup>th</sup> if necessary, with the certification on June 30<sup>th</sup>.*

- iv. *Absentee Voting – In person absentee voting for the House District 97 Special Election. opened April 18<sup>th</sup> and will go through May 16<sup>th</sup>. Voting for this election will be in the St. George location only.  
In person absentee voting for the June Statewide Primary will open May 16<sup>th</sup> – June 13<sup>th</sup> in St. George. The Rollins Edwards Community Center and Wescott Park satellite locations will open June 6<sup>th</sup> – June 10<sup>th</sup>.*
  - v. *Clerk/ Poll Manager Training – Ms. Roland conducted in person clerk training on April 21<sup>st</sup>. Poll managers will be required to complete online training.*
  - vi. *SEC Primary Workshop – The SEC will be conducting a workshop on April 28<sup>th</sup> to share important information and dates in reference to the Statewide Primary. Ms. Scott and Ms. Roland will be attending.*
- c. *Precinct Location Changes – Ms. Scott informed the board of the precincts that were moved to a new polling location. A few of the precincts had to be moved due to continuous conflicts with other activities at the previous location. The precincts with a new location are St. George 2, Lincoln, Windsor, Windsor 2, Dorchester, Dorchester 2 and Germantown.*
- d. *Budget Update – Ms. Scott mentioned the budget meeting went well. Our budget was close to a million dollars which includes a new position for an Elections Warehouse Manager. May 2<sup>nd</sup> will be the 1<sup>st</sup> reading for the county budget.*
- e. *Personnel –*
- i. *Ms. Delphine Jones was not able to attend the meeting as she was helping with set up for clerk training. She will be introduced to the board at another time.*
6. *Unfinished Business – There was no unfinished business.*
7. *New Business- No new business came before the board.*
8. *Adjournment – Ms. Bowman made a motion to adjourn, seconded by Ms. Ewers, all in favor. The meeting adjourned at 5:24 pm.*

Respectfully Submitted,

Meredith Murray



Mr. Keith Timmons, Chairperson

**Board Members**

Keith Timmons, Chairperson  
Bryan Black, Vice Chairperson  
Queen Bowman  
Rodney Profit  
Cheryl Ewers  
Vacant  
Vacant



**Dorchester County Board of Elections and Registration**

201 Johnston Street, St. George, South Carolina 29477

**Minutes**

Friday, May 20<sup>th</sup>, 2022

County Council Chambers, St. George

*Present: Mr. Keith Timmons, Chair (via teleconference); Ms. Queen Bowman; Ms. Cheryl Ewers; Ms. Kizzie Scott, Executive Director; Ms. Meredith Murray, Deputy Director*

*Absent: Mr. Bryan Black, Vice Chair; Mr. Rodney Profit*

*Guest: Ms. Vickie Westberg, League of Women Voters*

*Ms. Kizzie Scott appointed Ms. Bowman to preside over the meeting.*

1. **Call to Order of board meeting-** *The meeting was called to order at 10:10 am by M.s Bowman.*
2. **Agenda Approval –** *Ms. Ewers made a motion, seconded by Mr. Timmons, all in favor, to approve the agenda.*
3. **Review minutes of previous meeting-** *Ms. Ewers made a motion, seconded by Mr. Timmons, all in favor, to approve the April minutes.*
4. **Public Comment –** *None*
5. **Director's Report**
  - a. **Elections Update**
    - i. *H.4919 – Ms. Scott informed the board that H.4919 passed and Early Voting will be in effect for the June Primary. The bill includes changes to absentee voting which no longer allows for in person absentee voting but by mail voting only. The voting period will be for two weeks to begin May 31<sup>st</sup> – June 10<sup>th</sup> and no weekends. Today the SEC is hosting a WebEx to provide further changes and updates as it relates to early voting and absentee ballots.*
    - ii. *June Statewide Primary – Ms. Scott reminded the board the Statewide Primary will be June 14<sup>th</sup> with the certification to be held June 16<sup>th</sup>.*
    - iii. *Machine/Ballot Testing – Ms. Scott said she and Ms. Jones will begin clearing and testing the machines in preparation for the June Primary.*

- iv. *Clerk/Poll Manager Training – Ms. Rachelle Roland will be conducting trainings for clerks and poll managers beginning May 31<sup>st</sup> – June 2<sup>nd</sup>. Poll managers will also be required to take the online training.*
6. *Unfinished Business – There was no unfinished business.*
7. *New Business- No new business came before the board.*
8. *Adjournment – Ms. Bowman made a motion to adjourn, seconded by Ms. Ewers, all in favor. The meeting adjourned at 5:24 pm.*

Respectfully Submitted,

Meredith Murray

  
Ms. Queen Bowman, Acting Chair

## Board Members

Keith Timmons, Chairperson  
Bryan Black, Vice Chairperson  
Queen Bowman  
Rodney Profit  
Cheryl Ewers  
Joseph Debney  
Vacant



## Executive Director

Kizzie M. Scott  
(843) 832-0132 (843) 563-0132  
[kscott@dorchestercountysc.gov](mailto:kscott@dorchestercountysc.gov)

## Dorchester County Board of Elections and Registration

201 Johnston Street, St. George, South Carolina 29477

Thursday, June 16<sup>th</sup>, 2022  
County Council Chambers, St. George

*Present: Mr. Bryan Black, Vice Chair; Ms. Queen Bowman; Mr. Rodney Profit; Ms. Cheryl Ewers;  
Mr. Joseph Debney; Ms. Kizzie Scott, Executive Director; Ms. Meredith Murray, Deputy Director*

*Absent: Mr. Keith Timmons*

*Guest: Ms. Vickie Westberg, League of Women Voters*

1. **Call to Order of board meeting-** *The meeting was called to order at 10:51 am by Vice Chairperson Bryan Black.*
2. **Agenda Approval –** *Mr. Profit asked that the agenda be amended to add the swearing in of Mr. Joseph Debney under New Business. Ms. Bowman made a motion, seconded by Mr. Profit, all in favor to accept the agenda as amended.*
3. **Review minutes of previous meeting-** *Ms. Bowman made a motion, seconded by Mr. Profit, all in favor, to approve the May minutes.*
4. **Public Comment –** *None*
5. **Director's Report**
  - a. **Elections Updates**
    - i. **Early Voting Update –** *Ms. Scott mentioned that all three early voting locations went well. The same locations will be open for the Primary Runoff starting June 22<sup>nd</sup> thru June 24<sup>th</sup>.*
    - ii. **June Statewide Primary Runoff –** *There will be a primary runoff for Republican State Superintendent of Education and Democrat US Senate. The Runoff will be June 28<sup>th</sup> with the certification to be held June 30<sup>th</sup>.*
    - iii. **Petitions –** *The deadline for submitting a petition is noon, July 15<sup>th</sup>. There are four seats up for school district two and two seats for school district four and two soil and water commission seats.*
6. **Unfinished Business –** *There was no unfinished business.*

7. *New Business- Mr. Joseph Debney was sworn in and welcomed as new board member by Vice Chairperson Bryan Black.*
8. *Adjournment – Mr. Profit made a motion, seconded by Ms. Bowman, all in favor to adjourn. The meeting adjourned at 11:45 am.*

Respectfully Submitted,

Meredith Murray

  
Mr. Bryan Black, Vice Chairperson

**Board Members**

Keith Timmons, Chairperson  
Bryan Black, Vice Chairperson  
Queen Bowman  
Rodney Profit  
Cheryl Ewers  
Joseph Debney  
Vacant

**Executive Director**

Kizzie M. Scott  
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**Dorchester County Board of Elections and Registration**

201 Johnston Street, St. George, South Carolina 29477

Board of Elections Meeting Minutes  
Thursday, August 18, 2022  
County Council Chambers, St. George

*Present: Mr. Keith Timmons, Chair; Mr. Bryan Black, Vice Chair; Ms. Queen Bowman; Ms. Cheryl Ewers; Mr. Joseph Debney; Ms. Kizzie Scott, Executive Director; Ms. Meredith Murray, Deputy Director*

*Absent: Mr. Rodney Profit*

1. **Call to Order of board meeting-** *The meeting was called to order at 4:48 pm by Mr. Timmons.*
2. **Agenda Approval –** *Mr. Black made a motion, seconded by Ms. Ewers, all in favor, to approve the agenda.*
3. **Review minutes of previous meeting-** *Ms. Bowman made a motion, seconded by Mr. Black, all in favor, to approve the June minutes.*
4. **Public Comment –** *None*
5. **Director's Report**
  - a. **Certifications-**
    - i. *Candidates - Ms. Scott mentioned both the democratic and republican parties have certified their candidates for the General Election. A total of 20 petitions were filed and signatures verified. All petitions passed for candidates filing for positions of school board, soil and water conservation, and county council district 7.*
    - ii. *Referendum Question – County Council approved a one percent sales and use tax referendum to be placed on the November 8<sup>th</sup> ballot. The ballot will also have two statewide constitutional amendments.*
  - b. **Elections Update**
    - i. *Important Dates & Deadlines – Certifications: August 15<sup>th</sup> is the deadline for political parties to certify their candidates to the county. NOE: The deadline to submit Notice of Elections is September 9<sup>th</sup> and 21<sup>st</sup>. Candidate Withdrawal: September 16<sup>th</sup> will be the last day for candidates to withdraw and have their name removed from the ballot. Voter Registration: The deadline to register to vote in the November 8<sup>th</sup> election is October 7<sup>th</sup> in person; October 9<sup>th</sup> by fax, email or online; October 11 by mail.*

- ii. *Outreach & Education – September 20<sup>th</sup> is National Voter Registration Day. Ms. Scott said she also plans to meet with school officials and send out flyers to recruit PLTs and poll managers.*
  - iii. *SEC General Election Workshop – The General Election Workshop will be held September 14<sup>th</sup>. Ms. Scott, Ms. Murray, and Ms. Roland will be attending.*
  - c. *General Election Preparations –*
    - i. *Clerk/Poll Managers Training – The dates for the Clerk Training will be October 3<sup>rd</sup> – 5<sup>th</sup>. Poll managers training will be held October 6<sup>th</sup>, 7<sup>th</sup>, and 10<sup>th</sup>. Training for new hires will be October 11<sup>th</sup> – 13<sup>th</sup>. Additional training will be provided as needed. Ms. Scott said her goal is to provide hands on training and to focus on the new changes regarding early and absentee voting.*
    - ii. *Equipment – Ms. Scott mentioned the EPBs updates will be pushed out in the coming week.*
    - iii. *Staffing – All clerks have been confirmed for the election. Clerks have until September 9<sup>th</sup> to confirm their managers.*
    - iv. *Polling Locations – All polling locations have been confirmed including the use of First Emanuel Baptist church.*
    - v. *Absentee Voting Dates – Ms. Scott informed the board she will get back with the once a deadline date to request absentee applications was confirmed.*
    - vi. *Early Voting Sites – The SEC has confirmed all three early voting locations. The early voting dates are October 24<sup>th</sup> – November 5<sup>th</sup>, 8:30 a – 6:00 pm. The voting locations will be St. George Civic Ctr, Rollins Edwards Community Ctr, and Wescott Park.*
6. *Unfinished Business – There was no unfinished business.*
7. *New Business- No new business came before the board.*
8. *Adjournment – Mr. Black made a motion to adjourn, seconded by Ms. Bowman, all in favor. The meeting adjourned at 5:48 pm.*

Respectfully Submitted,

Meredith Murray

  
Mr. Keith Timmons, Chairperson



**Board Members**

Keith Timmons, Chairperson  
Bryan Black, Vice Chairperson  
Queen Bowman  
Rodney Profit  
Cheryl Ewers  
Joseph Debney  
Vacant



**Executive Director**

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**Dorchester County Board of Elections and Registration**

201 Johnston Street, St. George, South Carolina 29477

Board of Elections Meeting Minutes  
Thursday, September 15, 2022  
County Council Chambers, Summerville

*Present: Ms. Queen Bowman; Mr. Rodney Profit (via teleconference) Ms. Cheryl Ewers; Mr. Joseph Debney; Ms. Kizzie Scott, Executive Director; Ms. Meredith Murray, Deputy Director*

*Absent: Mr. Keith Timmons, Chairperson; Mr. Bryan Black, Vice Chairperson*

*Guest: Ms. Vickie Westberg, League of Women Voters*

*Ms. Scott appointed Ms. Queen Bowman to chair the meeting in the absence of the chairperson and vice chairperson.*

1. **Call to Order of board meeting-** *The meeting was called to order at 4:45 pm by Ms. Bowman.*
2. **Agenda Approval –** *Mr. Debney made a motion, seconded by Ms. Ewers, all in favor, to approve the agenda.*
3. **Review minutes of previous meeting-** *Mr. Profit made a motion, seconded by Ms. Ewers, all in favor, to approve the August minutes.*
4. **Public Comment –** *None*
5. **Director's Report**
  - a. **General Election Reminders-**
    - i. **Candidate Withdrawal –** *September 16<sup>th</sup> is the deadline for candidates to have their names removed from the ballot. Ms. Scott mentioned she received a phone call from a school board candidate that is considering withdrawing but have not yet received an official letter.*
    - ii. **Voter Registration/Absentee Deadlines-** *Ms. Scott reminded the board of the registration deadlines. Anyone wishing to register must do so by October 7<sup>th</sup> in person, October 9<sup>th</sup> online, and October 11<sup>th</sup> by mail. The deadline to request an application for an absentee ballot is October 28<sup>th</sup>.*
    - iii. **National Voter Registration Day –** *September is National Voter Registration month. The Voter Registration staff will host a voter registration drive on September 20<sup>th</sup>.*

*The event will be held at the YMCA at the Ponds from 9am – 12pm and the downtown YMCA 1pm – 4 pm.*

- iv. Early Voting Sites – The early voting sites will be open from October 24<sup>th</sup> – November 5<sup>th</sup>, Monday – Saturday, 8:30am – 6:00pm. The locations will be the St. George Civic Center, Rollins Edwards Community Center, and Wescott Ball Park.*
  - v. SEC General Election Workshop – Ms. Scott stated that she along with Ms. Murray and Ms. Roland attended the SEC workshop. The workshop was very informative and focused a great deal on security. She also mentioned that the SEC will be hosting a board member workshop on October 4<sup>th</sup>. Any board member interesting in attending should register by September 19<sup>th</sup>.*
  - vi. 2023 Board Member Meeting Calendar – The vote on the 2023 meeting calendar was tabled until the next meeting due to all board members not being present to discuss it.*
- 6. Unfinished Business – There was no unfinished business.*
- 7. New Business- The board was briefed on a challenge presented by the State Democratic Party Chairperson. The challenge involves Councilwoman's Harriet Holman's elector status. Ms. Scott was advised by the SEC that a hearing must be held to hear the challenge. A hearing is set for September 22<sup>nd</sup> at the St. George Council Chambers. The board advised Ms. Scott to seek legal representation.*
- 8. Adjournment – The meeting adjourned at 5:24 pm.*

Respectfully Submitted,

Meredith Murray



Ms. Queen Bowman, Acting Chairperson

**Board Members**

Keith Timmons, Chairperson  
Bryan Black, Vice Chairperson  
Queen Bowman  
Rodney Profit  
Cheryl Ewers  
Joseph Debney  
Vacant



**Executive Director**

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**Dorchester County Board of Elections and Registration**

201 Johnston Street, St. George, South Carolina 29477

Revised  
Board of Elections Meeting Minutes  
Thursday, October 20, 2022  
County Council Chambers, Summerville

*Present: Mr. Keith Timmons, Chair; Mr. Bryan Black, Vice Chair; Ms. Queen Bowman; Mr. Rodney Profit; Ms. Cheryl Ewers; Mr. Joseph Debney; Ms. Kizzie Scott, Executive Director; Ms. Meredith Murray, Deputy Director.*

*Guest: Ms. Vickie Westberg, League of Women Voters.*

1. **Call to Order of board meeting-** *The meeting was called to order at 4:48 pm by Chairperson Mr. Timmons.*
2. **Agenda Approval –** *Mr. Black made a motion, seconded by Mr. Profit, all in favor, to approve the agenda.*
3. **Review minutes of previous meeting-** *Mr. Profit made a motion, seconded by Ms. Bowmans, all in favor, to approve the September minutes.*
4. **Public Comment –** *None*
5. **Director's Report**
  - a. **General Election-**
    - i. **Absentee Voting –** *Ms. Scott reported that as of date 1,864 absentee applications were requested and issued and 1,274 received. The deadline to request and return an application for an absentee ballot is October 28<sup>th</sup>. Ms. Scott reminded the board the early voting period will be October 24<sup>th</sup> – November 5<sup>th</sup>.*
    - ii. **Voter Registration Update-** *Ms. Scott mentioned the voter registration deadline has passed for new registers. The voter registration is continuing to process address changes within the county.*
    - iii. **Call Center –** *The call center is staffed and will be available for early voting and election day.*
    - iv. **Equipment –** *Ms. Scott stated that 208 BMDs and 51 scanners are ready. Delivery for Rollins Edwards Community Center. Delivery for election day will be November 2<sup>nd</sup> – 4<sup>th</sup>.*

v. *Poll Manager Training Status – All trainings have been completed for clerks, poll managers and PLTs.*

b. *Outreach & Education – Ms. Scott was the guest speaker at the Dorchester County Lunch & Learn at Givhans State Park. She said the citizens were informed on the new voting procedures. Ms. Scott said next year she hopes to have more community outreaches to educate voters on the absentee process.*

c. *Information Technology – Ms. Scott informed the board of the SEC and Law Enforcement Division efforts to provide security during the election period. They are asking counties to reach out to local law enforcement agencies to patrol the early voting sites and polling locations. Ms. Scott said she will meet with administration as well.*

d. *2023 Board Meeting Calendar – The 2023 board meeting calendar was tabled during the last meeting until all board members were present to discuss it. There was a recommendation to hold meetings during a non-general election year every quarter. A special called meeting would be held if necessary. Mr. Timmons recommended that the 2023 meetings be held January, April, July, and September, October and November. Mr. Profit made a motion to hold the meetings quarterly. Mr. Timmons asked Mr. Profit to amend his motion to state the meetings will be held in the months as indicated. Mr. Profit amended his motion to meet in the months as stated. Mr. Black seconded the motion; all was in favor. Mr. Timmons mentioned the by-laws will have to be amended to include the new meeting schedule for non-general election years and to meet monthly for general elections.*

6. *Unfinished Business – Mr. Profit stated he will be help with equipment pickup from Wescott early voting location and will coordinate with Ms. Ewers.*

7. *New Business- Mr. Timmons, Mr. Black and Mr. Profit attended the board member workshop hosted by the State Election Commission. They each shared their highlights from the meeting.*

8. *Adjournment – Mr. Black made a motion, seconded by Mr. Profit, all in favor to adjourn. The meeting adjourned at 5:38 pm.*

Respectfully Submitted,

Meredith Murray

  
Mr. Keith Timmons, Chairperson

### Board Members

Keith Timmons, Chairperson  
Bryan Black, Vice Chairperson  
Queen Bowman  
Rodney Profit  
Cheryl Ewers  
Joseph Debney  
Vacant



### Executive Director

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## Dorchester County Board of Elections and Registration

201 Johnston Street, St. George, South Carolina 29477

Board of Elections Meeting Minutes  
Friday, November 11, 2022  
10:00 a.m. Following Certification  
County Council Chambers, St. George

*Present: Mr. Keith Timmons, Chair; Mr. Bryan Black, Vice Chair; Ms. Queen Bowman; Mr. Rodney Profit; Ms. Cheryl Ewers; Mr. Joseph Debney; Ms. Kizzie Scott, Executive Director; Ms. Meredith Murray, Deputy Director.*

*Guest: Ms. Vickie Westberg, League of Women Voters.*

1. **Call to Order of board meeting-** *The meeting was called to order at 11:08 a.m. by Chairperson Mr. Timmons.*
2. **Review minutes of previous meeting-** *Mr. Timmons requested the minutes be amended to add the text that the by-laws will be updated to reflect the new board meeting schedule change. Mr. Debney made a motion, seconded by Ms. Bowman, all in favor that the minutes be revised to reflect the text.*
3. **Public Comment – None**
4. **Director's Report**
  - a. **General Election Observations**
    - i. **Statewide –** *Ms. Scott stated the DMV issues continues to be a problem statewide. Records are not transferred to county offices when a citizen registers or update their address.*
    - ii. **Dorchester County-** *Ms. Scott mentioned long lines were an issue at some locations. She stated voters were taking more time at the BMDs to read the amendments and referendums.*
    - iii. **Areas of Excellence –** *Ms. Scott stated there were no database issues for this election. The early voting locations were a success and less provisional ballots were cast in this election.*
    - iv. **Areas of Improvement –** *The board and director agreed on the need for adequate staffing and equipment at certain polling locations. The board asked the director to find other locations to shift voters for some of the larger polling locations such as Beech Hill Elementary, Coastal Center, and Summerville High School.*

*b. Future Election Plans -*

- i. Polling Place Operations - The board asked Ms. Scott to look for an additional site around the Summerville area to add as a fourth early voting center. This would alleviate some of the lines at Rollings Community Center.*
- ii. Review & Evaluate Training/Staffing/Procedures- Ms. Scott said she is going to look into ways to improve training and adequately staff polling locations.*

*c. 47<sup>th</sup> S.C.A.R.E. Conference - The annual SCARE conference will be held February 13<sup>th</sup> - 17<sup>th</sup>. Ms. Scott asked to board to review their schedules and let her know if they will be able to attend. .*

*5. Unfinished Business*

*u. E-Poll Books Maintenance Contract - Mr. Timmons asked for an update on the E-Poll Books contract. Ms. Scott said she had no update. Ms. Scott stated she was awaiting on a response from Deputy Administrator Mario Formisano. She will do a follow up on the status of the contract.*

*6. New Business- No new business came before the board.*

*7. Adjournment - Mr. Black made a motion, seconded by Mr. Debney, all in favor to adjourn. The meeting adjourned at 11:40 a.m.*

Respectfully Submitted,

Meredith Murray

  
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Mr. Keith Timmons, Chairperson