

**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

Board of Elections Meeting Minutes

Thursday, January 19, 2023

4:45 PM

County Council Chambers, St. George

*Present: Mr. Keith Timmons, Chair (via teleconference); Mr. Bryan Black, Vice Chair (via teleconference); Ms. Queen Bowman; Mr. Rodney Profit Ms. Cheryl Ewers; Mr. Joseph Debney (via teleconference); Ms. Kizzie Scott, Executive Director; Ms. Meredith Murray, Deputy Director; Ms. Rachelle Roland, Manager of Elections.*

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

1. **Call to Order of board meeting-** *The meeting was called to order at 4:51 pm by Acting Chairperson Ms. Queen Bowman.*
2. **Approval of Agenda –** *Ms. Ewers made a motion, seconded by Mr. Timmons, all in favor to approve the agenda.*
3. **Review of revised October Minutes-** *Ms. Ewers made a motion, seconded by Mr. Timmons, all in favor to approve the revised October minutes.*
4. **Review of previous minutes –** *Ms. Ewers made a motion, seconded by Mr. Black, all in favor, to approve the November minutes.*
5. **Public Comment –** *None*
6. **Director's Report**
  - a. **Election Audit -** *Ms. Scott informed the board that our results verification audit passed for June and November elections. The audit was conducted by Clear Ballot.*
  - b. **Pre-Filed Legislation –** *Ms. Scott read a list of pre-filed legislative bills. There are currently about twelve bills.*
  - c. **Proposed FY 23/24 Budget –** *The board was presented with a copy of the proposed FY 23/24 target budget. Ms. Scott went over the line items that she is requesting extra funding. The board will receive a final copy of the budget once approved by county council.*
  - d. **E-Poll Book Contract Update –** *Ms. Scott updated the board that the e-poll books invoice has been paid. Funding for the poll books is requested in proposed budget.*

- e. *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 notify her if they will be able to attend. .*
  - f. *Spann Elementary School Book Awards – Ms. Scott stated she will be conducting a mock book award election at Spann Elementary on February 24<sup>th</sup>. The students will have an opportunity to vote on their favorite book.*
  - g. *Municipal Election Schedule –There will be six municipal elections in November. The elections will be held on November 7<sup>th</sup> with the certification following on November 9<sup>th</sup>. The Town of Summerville will certify their election.*
  - h. *New Polling Locations Update – Ms. Scott gave an update on the precincts that she was able to secure new polling locations for. The new location for Greenwave precinct will be Gregg Middle School and Miles Jamison precinct will be located at Sires Elementary School. Beech Hill precinct is still in the works to find a new location. Ms. Scott said she will continue to visit a few sites to find a suitable location for Beech Hill. She is also waiting to hear from a representative from Ashley Ridge High School .*
7. *Unfinished Business – None*
  8. *New Business - Ms. Bowman requested that contact be made to the delegation in reference to appointing a new commissioner for the vacant seat.*
  9. *Adjournment – Mr. Timmons made a motion, seconded by Ms. Ewers, all in favor to adjourn. The meeting adjourned at 5:53 p.m. .*

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**

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

Board of Elections Meeting Minutes

Thursday, April 20, 2023

4:45 PM

County Council Chambers, Summerville

*Present: Mr. Bryan Black, Vice Chairperson; 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, Chairperson*

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

1. **Call to Order of board meeting-** *The meeting was called to order at 4:47 pm by Vice Chairperson, Mr. Bryan Black.*
2. **Approval of Agenda** – *Ms. Bowman made a motion, seconded by Mr. Profit, all in favor to approve the agenda.*
3. **Review of previous minutes** – *Mr. Profit made a motion, seconded by Ms. Bowman, all in favor, to approve the January minutes.*
4. **Public Comment** – *None*
5. **Director's Report**
  - a. **SEC Certification Classes-** *Ms. Scott gave the board a list of classes they can take if needed for certification.*
  - b. **Budget Meeting Update** – *Ms. Scott stated our departmental budget meeting went well. She feels confident we should have a more manageable budget. Council will have first reading for the budget on May 1<sup>st</sup>. Once the final budget is approved, the board will receive a copy.*
  - c. **Legislation Update H.3734** – *This bill is related to the conduct of Municipal Elections, whereas municipalities would transfer authority of their elections to the county Election's Office. The bill also calls for uniformity of municipal general elections to be held in March on the third Tuesday, or July on the first Tuesday, or November, the first Tuesday after the first Monday of the odd years. Municipal elections in Dorchester County are already established for November of the odd years.*
  - d. **Homeland Security Visit** – *Mr. Keith Jones, with Homeland Security and Mr. Matt Norris, Cybersecurity Analyst with the SEC, visited the Summerville and St. George office locations on April 6<sup>th</sup>. The purpose of their visit was to see what security vulnerabilities we have. They recommended*

*that internal and external cameras need to be installed in the warehouse. They also recommend panic buttons be placed in the offices at both locations. Ms. Scott said she is working with IT director about the panic buttons.*

- e. Approval of New Polling Locations - Ms. Scott gave an update on the new polling locations. Ashley Ridge High School was secured as a new location for Beech Hill and Beech Hill 2 precincts. Gregg Middle School will be the new location for Greenwave precinct. The Miles Jamison precinct will be moved to Sires Elementary School. Mr. Debney made a motion, seconded by Mr. Profit, all in favor, to approve the new locations.*
- f. Municipal Elections – Ms. Scott stated that 24 of 35 clerks has confirmed they can work for the municipal elections. She also informed the board that two of our seasoned clerks, Ms. Peggy Bangle and Ms. Barbara Timmons, will no longer be able to serve due to health issues.*
- g. Redistricting – The Town of Summerville and City of N Charleston redistricting plan received approval for their new city council district lines. Ms. Scott is working with our GIS coordinator, Mr. David Garber, to help implement those changes.*

*6. Unfinished Business – None*

*7. New Business - Mr. Profit requested Ms. Peggy Bangle and Ms. Barbara Timmons be acknowledged for their service and dedication to county elections. Ms. Scott mentioned that getting plaques made was already in progress.*

*8. Adjournment – Mr. Profit made a motion, seconded by Ms. Bowman, all in favor to adjourn. The meeting adjourned at 5:20 p.m. .*

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  
(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

Board of Elections Meeting Minutes

Thursday, July 20, 2023

4:45 PM

County Council Chambers, St. George

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

*Absent: Mr. Keith Timmons, Chairperson*

1. **Call to Order of board meeting-** *The meeting was called to order at 4:45 p.m. by Vice Chairperson, Mr. Bryan Black.*
2. **Approval of Agenda –** *Ms. Bowman made a motion, seconded by Mr. Profit, all in favor to approve the agenda.*
3. **Review of previous minutes –** *Ms. Bowman made a motion, seconded by Mr. Profit, all in favor, to approve the April minutes.*
4. **Public Comment –** *None*
5. **Director's Report**
  - a. **2024 Approved Budget-** *Ms. Scott provided the board with a copy of the approved FY23/24 Election's budget. The FY 22/23 budget was \$848,226. The FY 23/24 budget is \$993,008, which is a \$144,782 increase.*
  - b. **Board Member Certification –** *Ms. Scott read a list of training and certification classes that will be held for the third and fourth quarters. The board was asked to stat which classes they would like to sign up for as part of their continuing education credit.*
  - c. **Senate 42 Primary –** *The board received a copy of the Senate District 42 Special Election calendar. Three democratic candidates and one republican candidate filed for the vacant seat. There will only be a Democratic Primary held on September 5<sup>th</sup>.*
  - d. **New Early Voting Site & Polling Location –** *Christ Community Lutheran Church, located on Dorchester Rd, will be a second early voting location for the N Charleston area.*

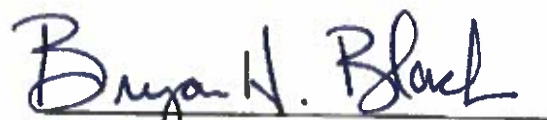
*Miles Road Baptist Church will be the new polling location for Coastal, Coastal 2, and Coastal 3 precincts. The Coastal Center cited various reasons that their site could no longer be used as a polling location.*

*Mr. Profit made a motion to approve Christ Community Lutheran Church as a new early voting location and Miles Road Baptist Church as a new polling location. Mr. Debney seconded the motion, and all was in favor.*

- e. *Consolidation of Precincts - Ms. Scott informed the board that the State Election Commission is enforcing their policy of not allowing counties to consolidate precincts. According to their policy, each precinct must have its own polling location. A letter must be sent to county delegations to state the need for consolidation. Mr. Debney wanted to go on record stating that Charleston and Dorchester Counties delegation has always approved consolidation.  
Mr. Profit made a motion for the director to draft a letter to the delegation to show rationale why consolidation is needed Ms. Bowman seconded the motion, and all was in favor.*
  - f. *Accessibility - Ms. Scott provided the board with a copy of the Polling Locations Accessibility Surveys. She said the survey can be used as a guide to access things as they are out on election day.*
  - g. *Fire Marshall Inspection Visit - Ms. Scott mentioned the fire marshalls visited and inspected the Summerville warehouse. The fires marshalls requested a key to have access to the warehouse in the event something happened. Ms. Scott asked the board's permission whether to give them a copy of a key. Mr. Profit made a motion to give the director the go ahead to give the fire marshalls a key. Ms. Bowman seconded the motion, and all was in favor.*
  - h. *Harleyville & Ridgeville Municipalities - Ms. Scott informed the board that both Harleyville and Ridgeville only pay \$200.00 to conduct their municipal elections. Ms. Scott plans to meet with each of the towns mayors and clerks to give them breakdown of the cost to conduct elections. If any of the towns don't agree to the cost, they may be required to conduct their own elections.*
  - i. *Securing New Absentee by Mail Vendor - The State Election Commission is in the testing phase to certify vendors to mail absentee ballots. Each county will begin receiving ballots from vendors in the coming weeks to test the turnaround time for offices to receive and return the ballots.*
  - j. *Plaques for Retired Poll Managers - The board had a chance to view the plaques made in honor of Ms. Peggy Bangle, Ms. Barbara Timmons and Mr. John Moorner. Mr. Profit suggested that the plaques be presented at the next county council meeting. All members agreed to have the plaques presented at the September 18<sup>th</sup> council meeting in Summerville.*
  - k. *SEC Compliance Audit (Berkeley County) - The board was given a copy of the Berkeley County's Audit Report. The State Election Commission plans to hire ten new auditors that will be auditing counties on their policies and procedures. Ms. Scott asked the board to review the Berkeley County's audit and take note of things to be aware of.*
6. *Unfinished Business - Mr. Richard Hayes contacted the office to inquire about the board vacancy. He was directed to reach out to one of the delegation members.*
  7. *New Business - None*
  8. *Adjournment - Ms. Bowman made a motion to adjourn, seconded by Mr. Profit, all in favor. The meeting adjourned at 5:56 p.m. .*

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  
(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

### Board of Elections Meeting Minutes

Thursday, September 21, 2023

Following Recount for Senate District 42 Primary Runoff  
County Council Chambers, Summerville

*Present: Mr. Keith Timmons, Chairperson; Mr. Bryan Black, Vice Chairperson; Ms. Queen Bowman; Mr. Rodney Profit; Mr. Joseph Debney; Ms. Kizzie Scott, Executive Director; Ms. Meredith Murray, Deputy Director; Ms. Rachelle Roland, Manager of Elections.*

*Absent: Ms. Cheryl Ewers*

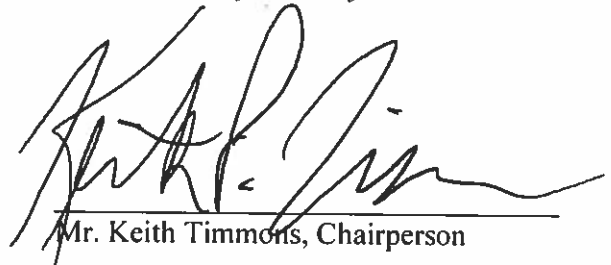
*Guests- Ms. Leydi Grajales, SEC Area Representative; Attorney Dwayne Green, representative for Senate District 42 candidate Deon Tedder.*

1. **Call to Order of board meeting-** *The meeting was called to order at 12:31 p.m. by Chairperson Keith Timmons.*
2. **Approval of Agenda** – *Mr. Debney made a motion, seconded by Ms. Bowman, all in favor, to approve the agenda.*
3. **Review of previous minutes** – *Mr. Debney made a motion, seconded by Mr. Black, all in favor, to approve the July minutes.*
4. **Public Comment** – *Attorney Dwayne Green, Legal Counsel for Senate District 42 candidate Deon Tedder was present. He thanked the board for their generosity and hard work.*
5. **Director's Report**
  - a. **Municipal Elections Update** – *The board was provided with important dates and deadlines for the upcoming municipal elections and the special senate district 42 special election. The registration deadline for in person is October 6<sup>th</sup>; online is October 8<sup>th</sup>, and by mail is October 10<sup>th</sup>. The last day to request an application for an absentee ballot is October 27<sup>th</sup>. The early voting period will be October 23- November 3<sup>rd</sup>. The certification for the municipal elections is November 9<sup>th</sup>, and the certification for senate district 42 special election is November 10<sup>th</sup>.*
  - b. **Outreach & Education** – *National Voter Registration Day was September 22<sup>nd</sup>. The International Longshoremen Association (ILA) will hold a voter registration event, along with Berkley, Charleston, and Dorchester Counties on September 27<sup>th</sup>.*

- c. *Election Preparation – The board was provided a training calendar with the dates for clerks and poll managers training. Ms. Bowman encouraged other members of the board to attend at least one training. Training for PLT's is October 10<sup>th</sup> and October 17<sup>th</sup>.*
  - d. *Equipment – Preparation for the BMD's and DS200's will be October 20<sup>th</sup>. Equipment will be deployed on November 1<sup>st</sup> and November 2<sup>nd</sup>.*
  - e. *Personnel - The call center will be activated starting October 23<sup>rd</sup> thru Election Day. Ms. Scott mentioned she will have a team of workers to open absentee ballots.*
6. *Unfinished Business – No unfinished business came before the board.*
  7. *New Business - Chairperson Keith Timmons announced his resignation from the board. Mr. Timmons received well wishes from those in attendance on his new endeavors.*
  8. *Adjournment – Mr. Black made a motion to adjourn, seconded by Mr. Profit, all in favor. The meeting adjourned at 12:58 p.m.*

Respectfully Submitted,

Meredith Murray



Mr. Keith Timmons, Chairperson



## Board Members

Bryan Black, Acting Chairperson

Queen Bowman

Rodney Profit

Cheryl Ewers

Joseph Debney

Vacant

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

Board of Elections Meeting Minutes

Thursday, October 19, 2023

County Council Chambers, Summerville

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

1. **Call to Order of board meeting-** *The meeting was called to order at 4:45 p.m. by Acting Chairperson, Mr. Bryan Black.*
2. **Approval of Agenda** – *Ms. Bowman made a motion, seconded by Mr. Profit, all in favor, to approve the agenda.*
3. **Review of previous minutes** – *Mr. Debney made a motion, seconded by Ms. Bowman, all in favor, to approve the September minutes.*
4. **Public Comment** – *None.*
5. **Director's Report**
  - a. **Municipal Elections Update** – *Ms. Scott informed the board that all machine testing is completed. St. George machines were delivered for early voting on 10/19. Machines for the Summerville and N Charleston locations will be delivered on 10/20. Municipal election certifications are as follows: Reevesville, St. George, Harleyville, Ridgeville, and City of N Charleston, November 9<sup>th</sup>, at 10:00 a.m. in St. George and Town of Summerville at 1:00 p.m., at Summerville Town Hall. Senate District 42 Special election, November 10<sup>th</sup>, @ 10:00 a.m., St. George.*
  - b. **Absentee Voting** – *The deadline to request an application for an absentee ballot for the November 7<sup>th</sup> elections is Friday, October 27<sup>th</sup> by 5 .m. To-date, 107 applications were issued for the Town of Summerville and 76 applications issued for the City of N Charleston.*
  - c. **Voter Outreach** – *A Health Fair Festival was held at the Davis-Bailey Park on October 7<sup>th</sup>. Ms. Rachelle Roland attended the festival on behalf of Voter Registration & Elections. She was able to recruit several potential PLT workers.*
  - d. **Equipment Status & Delivery Process** – *Ms. Scott said equipment will be disbursed based on locations. She gave the board a packet with sample ballots specific to their locations. The board also received a*

- list of their assigned PLT's and assignments. Ms. Scott mentioned that the clerks will now sign off on a checklist for PLT's to ensure they are visiting each location throughout the day.*
- e. 2024 Board Meeting Calendar - Mr. Debney made a motion, seconded by Mr. Profit, all in favor, to approve and accept the 2024 Board Meeting Calendar.*
- 6. Unfinished Business – Mr. Black asked for an update on the board vacancies. Ms. Scott said Mr. Chris Hughes from St. George is supposed to follow up with Sen. Bennett.*
- 7. New Business - The topic to elect a new board chairperson came up. Ms. Bowman had a list of Articles and Sections in the by-laws that need to be re-visited and updated. Ms. Bowman asked the Deputy Director to provide a copy to each member. Ms. Bowman said as for now, according to the by-laws, Mr. Black is the acting chairperson. Mr. Profit made a motion, seconded by Ms. Ewers, to table the election of chair until the January meeting.*
- 8. Adjournment – Ms. Bowman made a motion to adjourn, seconded by Mr. Profit, all in favor. The meeting adjourned at 5:25 p.m.*

Respectfully Submitted,

Meredith Murray

  
Mr. Bryan Black, Acting Chairperson

**Board Members**

Bryan Black, Acting Chairperson

Queen Bowman

Rodney Profit

Cheryl Ewers

Joseph Debney

Vacant

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

Board of Elections Meeting Minutes

Friday, November 10, 2023

County Council Chambers, St. George

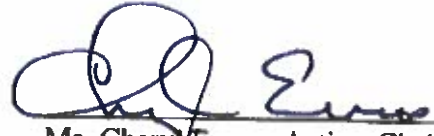
*Present: Ms. Queen Bowman; Mr. Rodney Profit; Ms. Cheryl Ewers; Mr. Joseph Debney; Ms. Kizzie Scott, Executive Director; Ms. Meredith Murray, Deputy Director*

*Absent: Mr. Bryan Black, Acting Chairperson*

1. **Call to Order of board meeting-** *The meeting was called to order at 10:07 a.m. by presiding Chairperson, Ms Cheryl Ewers.*
2. **Approval of Agenda –** *Ms. Bowman made a motion, seconded by Mr. Profit, all in favor, to approve the agenda.*
3. **Review of previous minutes –** *Mr. Profit made a motion, seconded by Mr. Debney, all in favor, to approve the October minutes.*
4. **Public Comment –** *None.*
5. **Director's Report**
  - a. *Elections Update – Ms. Scott said overall, the elections went well. All municipals and special election have been certified. Special elections will be held to fill the vacancy for the Town of Summerville Council District 3 and SC House Seat 109.*
  - b. *2024 Presidential Preference Primaries – Ms. Scott gave the board the dates and deadlines for the Democratic and Republican Presidential Preference Primaries.*
  - c. *2024 SCARE Conference – The annual SCARE conference will be held March 4<sup>th</sup> – March 9<sup>th</sup> in Myrtle Beach.*
  - d. *2024 Election Calendar - The board received a copy of the 2024 Election Calendar that provides all election related dates and deadlines.*
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. Profit, all in favor. The meeting adjourned at 10:45 a.m.*

Respectfully Submitted,

Meredith Murray



Ms. Cheryl Ewers, Acting Chairperson