



# UNION COUNTY BOARD OF ELECTIONS

## MEETING MINUTES TUESDAY, SEPTEMBER 12, 2023

The meeting of the Union County Board of Elections was called to order by Chair Clara Harelik at 10:37am. The following were in attendance: Chair Clara Harelik, Esq.; Secretary / Commissioner of Registration James Foerst, Esq.; Commissioner Richard Fortunato, Esq.; Commissioner Dennis Kobitz (via Zoom); Commissioner Raymond Szpond (via Zoom); Commissioner Debra Varnerin; and Administrator Nicole DiRado.

The Statement of Compliance with the Open Public Meetings Act was read by Chair Harelik.

The Pledge of Allegiance was recited.

### MINUTES FOR APPROVAL

- August 8, 2023 – Meeting Minutes: A motion was made by Commissioner Foerst to approve the minutes. The motion was seconded by Commissioner Fortunato. All members present voted in the affirmative with Commissioner Varnerin abstaining.
- August 8, 2023 – Executive Meeting Minutes: A motion was made by Commissioner Foerst to approve the minutes. The motion was seconded by Commissioner Fortunato. All members present voted in the affirmative with Commissioner Varnerin abstaining.

### EXECUTIVE SESSION

- Personnel Matters
- Ongoing Investigation

A motion was made by Commissioner Fortunato to enter Executive Session. The motion was seconded by Commissioner Varnerin. All Commissioners present voted in the affirmative.

A motion was made by Commissioner Foerst to return to the Regular Meeting. The motion was seconded by Commissioner Varnerin. All Commissioners present voted in the affirmative.

### RESOLUTIONS

- A resolution to hire Ena Herrera as an employee of the Union County Board of Elections at a starting salary of \$33,782

A motion was made by Commissioner Varnerin to hire Ena Herrera as an employee of the Union County Board of Elections. The motion was seconded by Commissioner Szpond. A roll call vote resulted in all Commissioners present voting in the affirmative.



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- A resolution to support certain Promotions in Position.

A motion was made by Commissioner Szpond to support certain Promotions in Position for three employees of the Union County Board of Elections. The motion was seconded by Commissioner Foerst. A roll call vote resulted in all Commissioners present voting in the affirmative.

- A resolution to appoint the members of the Union County Spanish Language Election Program Advisory Board: Dr. Elizabeth Ramos, Carolina Alvarez, Karina Navas, Clara Fernandez and a designee from the County Manager's Office.

A motion was made by Commissioner Foerst to appoint the aforementioned candidates to the Union County Spanish Language Election Program Advisory Board. The motion was seconded by Commissioner Varnerin. All Commissioners present voted in the affirmative.

## DISCUSSION ITEMS

- Spanish Language Election Program: Ms. DiRado provided the Board with an update of progress made with the Spanish Language Election Program. The document is attached.
- Investigation of the Vote Miscount in the Monmouth County November 2022 Election – Policy Recommendations: The Board discussed the Policy Recommendations released by the Attorney General's Office, specifically recommendations related to the Attorney General's representation of Election Boards. The Policy Recommendations are attached.
- Relocation of the Union County Board of Elections: Ms. DiRado provided the Board with an update of the relocation of the offices of the Union County Board of Elections effective January 2024.

## ADJOURNMENT

A motion was made by Commissioner Foerst to adjourn the meeting. The motion was seconded by Commissioner Varnerin. All Commissioners present voted in the affirmative. The meeting was adjourned at 11:48am.