

**MINUTES, TECHNICAL TRAINING FOR PRECINCT OFFICIALS, EARLY VOTING AND GENERAL ELECTION IN ENOIR COUNTY, OCTOBER 9-11, 2012 AT LENOIR COUNTY COOPERATIVE EXTENSION OFFICE, 1791 WY 11-55, KINSTON, NC 28502**

---

File: WordAAA9-11Oct2012TechTng

Attendees – See Attachment 1 for names of poll workers and the date and times they attended the technical training.

*The purpose of the meeting was to provide initial and refresher training to the poll workers prior to the early voting and the general election.*

Dana King, Elections Director, opened the meeting with comments that this will be a busy year and requested that all attendees pay close attention to the instructions because the board does not want any problems during the general election. Mrs. King recognized the board members present and they made brief comments about the upcoming election; the poll workers will have long hours, they will be frustrated with the iVotronic machines when they will not work and the public will have their eyes on each poll worker. The board members expressed their appreciation to the poll workers for assisting with the election.

The Lenoir County IT Department assigned an employee to conduct the training about the laptops and printers. This was a verbal recap of the instructions that are in the Chief Judge's notebook. The attendees were informed that the cables and equipment (laptops and printers) had been color coded to ensure the connections are made correctly. Mrs. King had duplicated the instructions (same as the verbal instructions) that are in the Chief Judge's notebook and gave the attendees copies and requested that they pay close attention. These instructions were for setting up the laptops and the printers. The IT representative cautioned the attendees to follow the instructions step-by-step. **Do not rush the process—give the laptop time to boot up.** The IT representative reiterated that they **should NOT TURN ON THE PRINTER** until after the laptop has booted-up. Mr. Morgan, IT representative, informed the attendees **that if the printer is not plugged in correctly the first time it will find a default printer and will not work. Cutting the laptop on and off will not correct the problem.** When this is done a second printer icon will appear on the laptop screen. This is an HP software issue that the IT Department has to work around. The attendees were encouraged to follow the written instructions on how to operate the equipment.

During two of the training sessions the IT representative asked the poll workers to shut down their computers/printers, restart their computers/printers and follow the instructions that have been provided. Approximately one hour was dedicated to the poll workers connecting the laptops and printers. This part of the training session was not rushed and each attendee was given the opportunity to obtain assistance from the county IT representative, the Elections Director and the Elections Supervisor. At the conclusion of this portion of the training session Mrs. King encouraged the poll workers to take the hand-outs (printed from the Chief Judge's notebook) home with them, study the set up procedures and if they need clarification on any of the procedures they should call Election Headquarters for clarification prior to the election.

During the laptop/printer technical training it was noted that some of the equipment [laptops/printers] did not work. Some precincts were frustrated that they were not able to receive appropriate training because the programs in the laptops had been changed in preparation for the upcoming elections. Poll workers were informed that they could not proceed any further on the laptops because if they pulled up

an individual's name then it would show that the individual had voted. Poll workers were vocal that they were not able to receive training on these tasks that they are required to perform on the laptop. Poll workers requested that a "dummy program with a pseudo database" be created so they can receive appropriate training.

Ms. King instructed the attendees to proceed to one of the four iVotronic machines to receive hands-on training. Attendees were informed that when they arrive at their precinct on November 6<sup>th</sup> that there will be a zero tape for each iVotronic machine. Mrs. King proceeded with the technical training and informed the attendees that each iVotronic machine has one master PEB and three Supervisor PEBs. Each group that assembled at the iVotronic machines was instructed to vote three times and to use a different Supervisor PEB each time. Each attendee was given the opportunity to have hands-on training and to change the paper in the iVotronic machine. Mrs. King reminded the poll workers that when closing polls, they must use the Master PEB, proceed to each of the iVotronic machines and close each machine. If all machines are not closed down then they will not be able to proceed with the *close down* process. After closing all the terminals, reinsert the Master PEB into any one of the terminals to print the results tape. The communications pack must be hooked up to print a tape. Select "*print polling location results tape now*". **BE PATIENT – FOLLOW THE INSTRUCTIONS AND DO NOT RUSH THE PROCESS.** Two totalized tapes will print. The Chief Judge and the two Assistant Judges must sign these tapes. At the conclusion of the hands-on training on the iVotronic machine the attendees were afforded the opportunity for questions and answers. Any attendee that desired additional hands-on training was encouraged to remain after the training session and "*play with the iVotronic machine.*"

The technical training was completed at 11:45 a.m.

The minutes were electronically approved by the board on 12 October 2012.

### Attachment 1

#### Names of Attendees and Date and Times the Poll Workers Attended the Technical Training

Abbott, Melissa – Moseley Hall, 10/10/2012 (1400-1600)

Albritton, Tim – Lenoir County IT Department. 10/10/2012 (1000-1200)

- Allison, Frances – K4. Did not attend training and stated she *misunderstood letter*.

Allison, Kimberly B – Board Member, 10/10/2012 (1000-1200) (1400-1600), 10/11/2012 (1530-1730)

Antwine, Heather – Woodington, 10/11/2012 (1730-1930)

Arnett, Terry – Pink Hill 2, 10/11/2012 (1000-1200)

Baker, Cordelia - K2 (**Judge**), 10/9/2012 (1000-1200)

Baker, Glenda – Neuse, 10/10/2012 (1400-1600)

Baker, Lillie M – Pink Hill 2 (**Chief Judge**), 10/11/2012 (1000-1200)

Baker, Susan – Southwest (**Chief Judge**), 10/10/2012 (1000-1200)

Banks, Carmen B – K6, 10/9/2012 (1400-1600)

Barwick, Deborah – Woodington (**Chief Judge**), 10/11/2012 (1730-1930)

Battle, Patricia - K2 (**Chief Judge**), 10/9/2012 (1000-1200)

- ~~Best, Ranetter – Woodington. Did not attend training, never worked in an election, and unable to reach via phone.~~

Bias, Carolyn – Vance, 10/10/2012 (1000-1200)

Bielby, Earl W – Pink Hill 1, 10/9/2012 (1000-1200)

Blizzard, Justine H – One Stop Worker, 10/10/2012 (1000-1200)

- Boyette, Peggy M. – Southwest (**Judge**). Did not attend training.

Bradbury, Edwin O. – Sandhill, 10/11/2012 (1000-1200)

Brinson, Gloria – K6 (**Judge**), 10/9/2012 (1400-1600)

Brown, Beverly J – Pink Hill 1 (**Judge**), 10/11/2012 (1730-1930)

Brown, Charlene – Institute, 10/10/2012 (1000-1200)

Brown, Marva J – K5 (**Chief Judge**), 10/9/2012 (1400-1600)

- ~~Burke, Grace – Moseley Hall. Did not attend training, *fell and unable to work at elections.*~~

Butler, Carolyn L – Sandhill (**Judge**), 10/11/2012 (1000-1200)

Byrd, Jean Smith – Pink Hill 1 (**Judge**), 10/11/2012 (1000-1200)

Canady, Carlin, Jr. - K1, 10/9/2012 (1000-1200)

Canady, (Mrs.) Melvin R – K1 (**Judge**), 10/9/2012 (1000-1200)

Carlyle, Betty J – K9, 10/10/2012 (1000-1200)

Carlyle Carol – Falling Creek, 10/10/2012 (1000-1200)

Carson-Lewis, Marilyn – K5, 10/9/2012 (1400-1600)

- Chapman, Theresa E. – K6. Did not attend training, *misunderstood the letter.*

Corbitt, Cynthia – Moseley Hall, 10/10/2012 (1400-1600)

- Coward, Andrew L. – Sandhill. Did not attend training and stated “*misunderstood letter.*”

Creech, Margaret – K9, 10/9/2012 (1400-1600)

Daughety, Barbara – Sandhill, 10/11/2012 (1000-1200)

Daughety, Sallie D – Sandhill (**Judge**), 10/11/2012 (1000-1200), signed in as “*Ann Daughety*”

- Daughety, Teresa – Trent 1. Did not attend training [new worker].

Daugherty, Virginia C – K5, 10/9/2012 (1400-1600)

Davis, Gracie – Neuse (**Judge**), 10/9/2012 (1000-1200)

Davis, Glenda S – K5, 10/9/2012 (1400-1600)

Davis, Kenneth – K4, 10/9/2012 (1000-1200)

Dawson, Mary Ann – Institute, 10/10/2012 (1000-1200)

Deters, Patricia - K3 (**Chief Judge**), 10/9/2012 (1000-1200)

Dove, Henry G. Jr. – K8, 10/9/2012 (1400-1600)

Dunn, Jewel – Vance (**Judge**), 10/10/2012 (1400-1600)

Edwards, Ventrina . - K2 (**Judge**), 10/9/2012 (1000-1200). *Signed in as “Ventrina L. Roach”.*

Eubanks, Roy – Institute (**Judge**), 10/10/2012 (1000-1200)

- ~~Farmer, Allen – Moseley Hall. Did not attend training, *unable to work at election, wife is sick.*~~

Fields, George Jr. – K6 (**Chief Judge**), 10/9/2012 (1400-1600)

Fillipeli, Christi – Falling Creek, 10/10/2012 (1400-1600)

Forrest, Joyce S – Falling Creek, 10/10/2012 (1000-1200)

Franks, Mary K – K8, 10/9/2012 (1400-1600)

Fussell, Constance – Contentnea , 10/10/2012 (1000-1200)

Gates, Patricia – Woodington, 10/11/2012 (1730-1930)

Gooding, Elijah – K8 (**Judge**), 10/9/2012 (1400-1600)

Gooding, Margie – Sandhill, 10/11/2012 (1000-1200)

Grady, Henry – K3, 10/9/2012 (1000-1200)

Grady, Joyce – Neuse, 10/10/2012 (1400-1600)

- ~~Gray, Terry – Institute (**Chief Judge**). Did not attend training, out of town. *Work schedule does not permit her to work during election.*~~

Green, Doris – K3, 10/9/2012 (1000-1200)

Greene, Doris - K1 (**Judge**), 10/9/2012 (1000-1200)

Grimes, Virginia – Southwest (**Judge**), 10/11/2012 (1000-1200)

Griffin, Mable Lee – K3, 10/9/2012 (1000-1200)

Griffin, Shirley W – Woodington (**Judge**), 10/11/2012 (1730-1930) and 10/10/2012 (1400-1600)

Hall, Evelyn – Pink Hill 2, 10/11/2012 (1000-1200)

- ~~Ham, Melvin Lee – Woodington (**Judge**). Did not attend training and unable to work in the election because spouse is sick.~~

Hammonds, Barbara – Elections Supervisor. Attended all training sessions.

- Hampton, Sara – Neuse. Did not attend training “forgot the training”.

Hardee, Ann – K9, 10/11/2012 (1000-1200)

Harper, Carolyn E – Falling Creek (**Chief Judge**), 10/10/2012 (1000-1200)

Harper, Elizabeth P – Woodington, 10/11/2012 (1730-1930)

Harrington, Carol A – Sandhill, 10/11/2012 (1000-1200)

Harris, Joan H – K8, 10/9/2012 (1400-1600)

Heath, Annie R – Neuse, 10/10/2012 (1400-1600)

Heath, Myra R – Trent 1, 10/11/2012 (1730-1930)

Herring, Oscar E. Jr. – Board Secretary, 10/9/2012 (1000-1200)(1400-1600). 10/11/2012 (1000-1200)

- Hill, Theresea M – Neuse. Did not attend training and stated “forgot date”.
- Hines, Gary S – Vance. Did not attend training and unable to contact via phone.
- Hodges, Linda – Falling Creek (**Judge**). Did not attend training and stated that she “misunderstood letter”.

Howard, Linda – Trent 2, 10/11/2012 (1000-1200)

Hussey, Jean M – Rover, 10/9/2012 (1000-1200)

Isler, Bonnie C – Contentnea, 10/10/2012 (1000-1200)

- Isler, Marshall C – K6. Did not attend training, unable to contact via phone.

Jackson, Carrie S – K6 (**Judge**), 10/9/2012 (1400-1600)

Jackson, Cherry – Moseley Hall, 10/10/2012 (1400-1600)

Jacobs, Herman – Moseley Hall (**Chief Judge**). 10/10/2012 (1400-1600)

Jacobs, Sandra – Neuse, 10/11/2012 (1730-1930)

Jarman, Gail O – Neuse (**Judge**), 10/10/2012 (1400-1600)

- Jenkins, Charles – Neuse. Did not attend training, out of town, death of Father-in-Law.
- Jenkins, Marietta – K5. Did not attend training, out of town, death of father.

Johnson, Mary T – Contentnea (**Chief Judge**), 10/10/2012 (1000-1200)

Johnson, Wilbert - K2, 10/9/2012 (1000-1200)

Jones, Asonia – K7 (**Chief Jones**), 10/9/2012 (1400-1600)

Jones, Yvonne D – K8, 10/9/2012 (1400-1600)

Kanter, Sharon L. – Board Chairman, 10/10/2012 (1400-1600)

Keel, Frances S – K9, 10/10/2012 (1000-1200)

Kennedy, Dorothy B – Trent 1, 10/11/2012 (1730-1930)

King, Dana W – Elections Director, All training sessions except 10/11/2012 (1000-1200)

King, Dorothy I – Vance, 10/11/2012 (1730-1930)

Kirkman, Nannie – K8, 10/9/2012 (1400-1600)

Kornegay, Glenda – Rover, 10/10/2012 (1400-1600)

Kosinski, Victor – K5 (**Judge**), 10/9/2012 (1400-1600)

Landry, Jane – K4, 10/9/2012 (1000-1200)

Lanier, Rosa – K4 (**Judge**), 10/9/2012 (1000-1200)

Lofton, Ina Mae – K8, 10/9/2012 (1400-1600)

Long, Ella – K7, 10/9/2012 (1400-1600)

Malloy, Margaret – K8 (**Judge**), 10/9/2012 (1400-1600)

Marshburn, Jean – K3, 10/9/2012 (1000-1200)  
Martin, Timothy M – Woodington, 10/11/2012 (1730-1930)  
McCoy, Kay S – Contentnea (**Judge**), 10/10/2012 (1000-1200)  
McCoy, Phyllis – K9, 10/10/2012 (1000-1200)  
Medlin, Geraldine – Moseley Hall (**Judge**), 10/10/2012 (1400-1600)  
Miller, Veronica – Neuse, 10/10/2012 (1400-1600)  
Mills, Dexter G – Trent 1 (**Judge**), 10/11/2012 (1000-1200)  
Mills, James Vann – Pink Hill 1, 10/11/2012 (1000-1200)  
Mitchell, Charlene – Institute, 10/10/2012 (1000-1200)

- Moody, Rebecca – Neuse (**Chief Judge**). Did not attend training session.

Moore, Betty – K7, 10/9/2012 (1400-1600)  
Moore, Emma R – Southwest, 10/11/2012 (1000-1200)  
Morgan, Hunter – Lenoir County IT Department, 10/11/2012 (10000-1200 and 1400-1600)  
Murphy, Bonnie M – Pink Hill 2, 10/11/2012 (1000-1200), 10/11/2012 (1000-1200)  
Murphy, Jolyn G – Pink Hill 1 (**Judge**), 10/11/2012 (1730-1930)  
Nelson, Patsy – Sandhill (**Judge**), 10/9/2012 (1000-1200)  
Nettles, Kimberly - K2, 10/9/2012 (1000-1200)  
Nobles, Rebecca – K6, 10/9/2012 (1400-1600)  
Nobles, Shirley Moore - K1, 10/9/2012 (1000-1200)  
Norris, Janice – K9 (**Chief Judge**), 10/10/2012 (1000-1200)  
Overton, Shirley – K9 (**Judge**), 10/10/2012 (1000-1200)  
Owens, Teresa – Vance (Chief Judge), 10/10/2012 (1400-1600)

- ~~Parker, Cassandra – K8. Did not attend training and *will not work during election, sick.*~~
- Pearcill, Smithie – K6. Did not attend training and unable to reach via phone.

Pelletier, Peggy – Moseley Hall, 10/10/2012 (1400-1600)  
Perry, Thelma Marie - K2, 10/9/2012 (1000-1200)  
Pittman, Evernell – Contentnea, 10/10/2012 (1000-1200)

- Pollard, Deborah R – K3. Did not attend training and unable to contact via phone.
- Pope, Deborah – Southwest . Did not attend training no rationale for absence.

Powell, Audrey J – Pink Hill 1 (**Judge**), 10/10/2012 (1000-1200)  
Powell, Sandy – Trent 1, 10/11/2012 (1730-1930)  
Prentice, Diane M – Trent 2, 10/10/2012 (1400-1600)  
Reese, Cathy – Falling Creek, 10/10/2012 (1400-1600)  
Riggs, Kathy – K7 (**Judge**), 10/9/2012 (1400-1600)  
Roach, Ventrina Edwards – K2 (**Judge**), 10/9/2012 (1000-12000)

- ~~Roberson, Robin – Southwest. Did not attend training and *cannot work in the elections due to work Schedule.*~~

Robinson, Jamie – Lenoir County IT Department, 10/9/2012 (1000-1200), 10/11/2012 (1000-1200)  
10/11/2012 (1730-1930)  
Robinson, Terry - K1, 10/9/2012 (1000-1200)  
Rockenhauser, Pat - K4 (**Judge**), 10/9/2012 (1000-1200)  
Roman, Steven V. – Falling Creek, 10/9/2012 (1400-1600)  
Rouse, Alicetine – K7, 10/9/2012 (1400-1600)

- Rouse, Della S – Contentnea. Did not attend training and unable to reach via phone.

Rouse, Elizabeth B – Trent 2 (**Chief Judge**), 10/11/2012 (1000-1200)  
Rouse, Susan S – Trent 2 (**Judge**), 10/11/2012 (1000-1200)  
Sauls, Glenda - K2, 10/9/2012 (1000-1200)

Sauls, Nancy – Institute, 10/10/2012 (1400-1600)  
Scott, Jessie – K9, 10/10/2012 (1000-1200)  
Seaforth, Barbara – K4, 10/9/2012 (1000-1200)  
Shelton, Susan H – Institute (**Judge**), 10/10/2012 (1000-1200)

- Shepard, Barbara H – Trent 1 (**Judge**). Did not attend training, out of town.
- Shepard, Robert B – Trent 2 (**Judge**). Did not attend training, out of town.

Small, Patricia – Rover, 10/10/2012 (1400-1600)  
Smith, Betty S – Contentnea (**Judge**), 10/9/2012 (1400-1600)  
Smith, Sandy – Trent 1 (**Chief Judge**), 10/11/2012 (1730-1930)

- Solomon, Valorie J. – K7. Did not attend training and unable to reach via phone.

Stocks, Mallie B – K8 (**Chief Judge**), 10/9/2012 (1400-1600)  
Strayhorn, Martha – K7, 10/9/2012 (1400-1600)

- Stroud, Frances H – Pink Hill 1. Did not attend training and *misunderstood letter*.

Stroud, Jennifer M – Neuse, 10/10/2012 (1400-1600)  
Sutton, Marilyn G - K1, 10/9/2012 (1000-1200)  
Sutton, Myrtle – Moseley Hall (**Judge**), 10/9/2012 (1000-1200)  
Swann, Carey M – K4, 10/9/2012 (1000-1200)

- Sweat, Margaret – K6. Did not attend training and *misunderstood letter*.

Taylor, Angela – Pink Hill 1, 10/11/2012 (1000-1200)  
Taylor, Charles B – Tent 2, 10/11/2012 (1730-1930)  
Taylor, Charles E – K4 (**Chief Judge**), 10/9/2012 (1000-1200)  
Thompson, Doris - K1 (**Chief Judge**), 10/9/2012 (1000-1200)  
Thutt, Kathryn – K4, 10/9/2012 (1000-1200)  
Tolliver, Edna – K9 (**Judge**), 10/10/2012 (1000-1200)  
Tucker, Dorothy S – Southwest, 10/11/2012 (1000-1200)  
Tucker, Katherine H – K3 (**Judge**), 10/9/2012 (1000-1200)  
Turnage, Vernita J - K3 (**Judge**), 10/9/2012 (1000-1200)  
Tyndall, Betsy R – Pink Hill 1 (**Chief Judge**), 10/11/2012 (1000-1200)  
Tyson, Audrey T – Vance (**Judge**), 10/10/2012 (1000-1200)  
Wade, Margaret I – Falling Creek, 10/10/2012 (1000-1200)  
Wallace, Phyllis – Falling Creek (**Judge**), 10/10/2012 (1000-1200)  
Washburn, Fern – K5 (**Judge**), 10/9/2012 (1400-1600)

- ~~Wheeless, Mary – Falling Creek. Did not attend training and *cannot work during election*.~~
- ~~Wheeless, Robert – Contentnea. Did not attend training and *cannot work during election*.~~

White, Sandra Turner, Rover, 10/10/2012 (1400-1600)  
Williams, Eva – Neuse, 10/10/2012 (1400-1600)  
Williams, Thelma – K7 (**Judge**), 10/9/2012 (1400-1600)