

# MINUTES OF THE BOARD OF COUNTY ELECTION COMMISSIONERS

**CALL TO ORDER:**

The Board of County Election Commissioners meeting was called to order by the Honorable Jennifer Callaghan on April 1, 2025, at 3:03 p.m. in the Oakland County Elections Division, Board of Canvassers/Training Room, 1<sup>st</sup> floor, West Wing Extension, 1200 N. Telegraph Rd., Pontiac, MI 48341.

## ROLL CALL:

MEMBERS PRESENT: Callaghan, Brown, Wittenberg. (3)

ABSENT: None. (0)

OTHERS PRESENT: Joseph J. Rozell, Director of Elections; Heather Kadulski, Elections Supervisor; and Brandon Buck, Corporation Counsel.

**APPROVAL OF AGENDA:**

Moved by **BROWN** seconded by **WITTENBERG** to approve the agenda. Motion carried.

**APPROVAL OF MINUTES:**

Moved by **WITTENBERG** seconded by **BROWN** to approve the minutes of the February 27, 2025 Board of County Election Commissioners Meeting. Motion carried.

## NEW BUSINESS:

**A. APPROVAL OF ELECTION INSPECTORS FOR COUNTY ABSENT VOTER COUNTING BOARD.**

Moved by **BROWN** seconded by **WITTENBERG** to approve list of inspectors provided and designates Joseph J. Rozell, Director of Elections to make additional appointments as necessary.

**VOTE ON APPOINTMENTS: AYES: BROWN, WITTENBERG, CALLAGHAN. (3)  
NAYS: NONE. (0)**

The appointments were **APPROVED**.

**B. SCHEDULING AND DESIGNEE FOR PUBLIC ACCURACY TEST FOR COUNTY ABSENT VOTER COUNTING BOARD.**

Moved by **WITTENBERG** seconded by **BROWN** to appoint Joseph J. Rozell, Director of Elections, Trevor Crank and Michael Kernen, Election Specialists as committee designees to conduct the Public Accuracy Test on April 14, 2025 at 9:00 a.m. in accordance with State law.

**VOTE ON PUBLIC ACCURACY TEST:      AYES: WITTENBERG, BROWN, CALLAGHAN. (3)**  
**NAYS: NONE. (0)**

The committee designees and conduct of the Public Accuracy Test were **APPROVED**.

**C. DESIGNATE LOCATION AND START TIME OF COUNTY ABSENT VOTER COUNTING BOARD.**

Moved by **BROWN** seconded by **WITTENBERG** to designate Oakland County Elections Division, Board of Canvassers/Training Room, 1<sup>st</sup> floor, West Wing Extension, 1200 N. Telegraph Rd., Pontiac, MI 48341 as one location to process absentee ballots. Processing is authorized to begin at 7:00 a.m. on Election Day. Also, to designate the North Office Building, Lower Level, 1200 N. Telegraph Rd., Pontiac, MI as an emergency back up location to process absentee ballots.

**VOTE ON LOCATION AND START TIME: AYES: BROWN, WITTENBERG, CALLAGHAN. (3)**  
**NAYS: NONE. (0)**

The location and start time were **APPROVED**.

**D. APPROVAL OF PER DIEM RATE OF PAY FOR EARLY VOTING ELECTION INSPECTORS.**

Moved by **BROWN** seconded by **WITTENBERG** to approve per diem rate of pay for election inspectors for Early Voting as follows:

- Chairperson: \$230 full day/\$115 four hours or less.
- Election Inspector: \$190 full day/\$95 four hours or less.
- Closer: \$40 additional pay unless they are already being compensated.
- Training: \$25 additional pay for attending separate training.

**VOTE ON PER DIEM RATE OF PAY:      AYES: BROWN, WITTENBERG, CALLAGHAN. (3)**  
**NAYS: NONE. (0)**

The per diem rate of pay for Early Voting was **APPROVED**.

**E. APPROVAL OF ELECTION INSPECTORS FOR EARLY VOTING.**

Moved by **BROWN** seconded by **WITTENBERG** to approve list of inspectors provided and designates Joseph J. Rozell, Director of Elections to make additional appointments as necessary.

**VOTE ON APPOINTMENTS:                      AYES: BROWN, WITTENBERG, CALLAGHAN. (3)**  
**NAYS: NONE. (0)**

The appointments were **APPROVED**.

**F. SCHEDULING AND DESIGNEE FOR PUBLIC ACCURACY TEST FOR EARLY VOTING.**

Moved by **WITTENBERG** seconded by **BROWN** to appoint Joseph J. Rozell, Director of Elections, Trevor Crank and Michael Kernen, Election Specialists as committee designees to conduct the Public Accuracy Test for the County Regional Early Voting Sites on April 18, 2025 at 9:00 a.m. in accordance with State law.

**VOTE ON PUBLIC ACCURACY TEST:      AYES: WITTENBERG, BROWN, CALLAGHAN. (3)**  
**NAYS: NONE. (0)**

The committee designees and conduct of the Public Accuracy Test were **APPROVED**.

**PUBLIC COMMENT:** None.

Moved by **BROWN** seconded by **WITTENBERG** that the meeting be adjourned. Motion carried.

Judge Callaghan adjourned the meeting at 3:09 p.m.

Lisa Brown  
Clerk/Register of Deeds and  
Secretary to the Board of County Election Commissioners