

WILLIAMSON COUNTY ELECTION COMMISSION
(WCEC)

APRIL 3, 2025

APPROVED & SIGNED MINUTES WITH
ATTACHMENTS



WANDA BRUCE GRAHAM

SECRETARY, WCEC

**WILLIAMSON COUNTY ELECTION COMMISSION
MINUTES – April 3, 2025**

The Williamson County Election Commission (WCEC) met in person on Thursday, April 3, 2025, at the Williamson County Election Commission Office located at 405 Downs Boulevard, Franklin, Tennessee.

I. CALL TO ORDER: Chair Jonathan Duda delayed the start of the WCEC meeting due to severe weather warnings; he called the meeting to order at 4:25 p.m. The Agenda is Attachment 1. A roll call of members was taken, and four of five Commissioners were present: Chair Jonathan Duda, Commissioner Donna Choate; Commissioner Rodney “Rod” Williamson; and Secretary, Wanda Bruce Graham. Commissioner E. Doug Grindstaff was absent. Administrator of Elections, Chad Gray was present.

II. PLEDGE OF ALLEGIANCE: Commissioner Rod Williamson led the WCEC in the pledge.

III. PUBLIC COMMENT: Chair Duda reviewed the meeting Public Comment sign-in sheet, with five guests present and no guests signed in to make public comments. The sign-in sheet is Attachment 2.

IV. OLD BUSINESS:

(1) Approve the minutes of the March 7, 2025, Election Commission Meeting Minutes. Commissioner Williamson made a motion to approve the Minutes of the March 7, 2025 Election Commission meeting; Chair Duda seconded the motion. It was approved unanimously by 4-0 vote.

(2) Lock the Absentee/Early Voting & Election Day Ballot Boxes for the May 6, 2025, City of Brentwood Municipal Election. Chair Duda advised Commissioners that this action will be taken immediately following the meeting.

V. NEW BUSINESS:

(1) Approve and Appoint Early Voting and Election Day Poll Officials for the May 6, 2025 City of Brentwood Municipal Election. Administrator Gray previously provided the list of poll officials to all Commissioners for review prior to the WCEC meeting. Administrator Gray advised Commissioners there are two Early Voting Locations: John P. Holt Brentwood Library and WCEC Office and two Election Day Vote Centers: John P. Holt Brentwood Library and Brenthaven Church. Secretary Graham made a motion to approve and appoint the Early Voting and Election Day Poll Officials for the May 6, 2025 City of Brentwood Municipal Election; Commissioner Choate seconded the motion. It was approved unanimously by 4-0 vote.

(2) Appoint a Republican Voting Machine Technician (Republican Members Only). Chair Duda advised that the Republican Commissioners reviewed applications and agreed to the selection of Mr. James “Jim” Adkins to serve as the Republican Voting Machine Technician.

Chair Duda asked Mr. Adkins to make a few remarks. Mr. Adkins remarked that he is retired, and his educational background includes a Bachelor of Science degree in Biochemistry/Computer Science and an MBA. He has 30 years of experience in software development and data security. Commissioner Choate remarked that Mr. Adkins' years of experience will greatly benefit WCEC. Chair Duda made a motion to appoint James "Jim" Adkins" as the Republican Voting Machine Technician; Commissioner Choate seconded the motion. It was approved unanimously by 2-0 vote.

(3) Discuss and Consider Proposed County Commission Amendment relative to Regulations Concerning Temporary Political Signs on County Property. Chair Duda remarked that he and County Commissioner Drew Torres had discussed a potential update to the 2006 County Commission prohibition of campaign signs posted on County Property while elections are occurring. Under the current prohibition, signs may not be posted, even temporarily. Administrator Gray explained that the Election Commission and their workers really do not have any role in enforcing these regulations, except to advise campaigns of what the resolution states by providing them that resolution. Chairman Duda explained that the revised language would clarify that temporary signs may be hung on portable tents or chairs at any polling sites with the condition the signs and any tents, chairs, and all other personal property being removed at the end of each polling day. He explained that the enforcement of County policies is County Codes Enforcement and the Williamson County Sheriff Department. Administrator Gray advised that WCEC's authority regarding political signs cover the 100-ft. boundary around the polling location. Chair Duda advised that the County Commission's proposed amendment would provide additional guidance for signs on County property as follows:

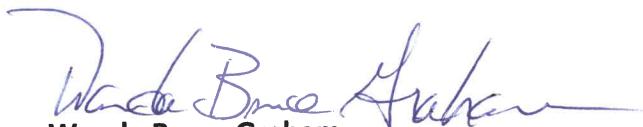
- No temporary political signs to be placed in the ground;
- Temporary signs may be hung on portable tents or chairs at any polling sites signs posted on tents with the condition the signs and any tents, chairs, and all other personal property being removed at the end of each polling day; and
- Violations of the policy will not exceed \$50 in accordance with current County codes.

Chair Duda made a motion to endorse the proposed County Commission Amendment relative to regulations concerning Temporary Political Signs on County Property; Secretary Graham seconded the motion. It passed unanimously by 4-0 vote.

(4) Inspect New Voter Registration Forms filed since December 1, 2024. WCEC inspected 200 New Voter Registration Forms filed since December 1, 2024 with zero discrepancies.

VI. OTHER BUSINESS (No Action to be Taken): Administrator Gray advised WCEC that approximately 1300 citizens had already early voted in the Spring Hill Municipal Election conducted by Maury County Election Commission as of Thursday, April 3, 2025. The last day of Early Voting is April 5, 2025 and Election Day is scheduled for Thursday, April 10, 2025.

VI. ADJOURNMENT: The WCEC meeting adjourned at 4:50 p.m. Chair Duda will coordinate with Administrator Gray to determine the next WCEC meeting and will advise all Commissioners accordingly.



Wanda Bruce Graham
Secretary, WCEC

Attachments:

- Attachment 1 - WCEC 4-3-2025 Meeting Agenda
- Attachment 2 - WCEC 4-3-2025 Public Comment Sign-in Sheet

Agenda-Election Commission-Thursday, April 3, 2025-4:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Public Comment (Pursuant to Public Chapter 300)
(Attendees will sign up prior to the start of the meeting)

- IV. Old Business
 - (1) Approve the minutes from the March 7, 2025 Meeting
 - (2) Lock the Absentee/Early Voting & Election Day Ballot Boxes for the May 6, 2025 City of Brentwood Municipal Election

- V. New Business
 - (1) Approve Early Voting and Election Day Poll Officials for the May 6, 2025 City of Brentwood Municipal Election
 - (2) Appoint a Republican Voting Machine Technician (Republican Members only)
 - (3) Discuss and Consider Proposed County Commission Amendment relative to Regulations Concerning Temporary Political Signs on County Property
 - (4) Inspect New Voter Registration Forms filed since December 1, 2024

- VI. Other Business (No Action to be Taken)

- VII. Adjournment

Attachment 1

WILLIAMSON COUNTY ELECTION COMMISSION (WCEC) PUBLIC COMMENT SIGN-UP SHEET

| | | | |
|---------------|----------------------|--------------------|--|
| EVENT: | WCEC MEETING | EVENT DATE: | 4/3/2025 |
| CHAIR: | JONATHAN DUDA | LOCATION: | WCEC, 405 Downs Blvd., Franklin, TN. 37064 |

PLEASE PRINT ALL INFORMATION BELOW - THANK YOU.

| FIRST AND LAST NAME (PRINT PLEASE) | CITY OF RESIDENCE | AGENDA ITEM OR GENERAL TOPIC | FIRST -TIME (X) |
|---------------------------------------|-------------------|---------------------------------|-----------------------|
| Cynthia Mercante | Brentwood | | |
| Tim Adkins | franklin | | X |
| <u>Nothing</u> | Follows | | |
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Attachment 2