

**DUVAL COUNTY ELECTION ADVISORY PANEL PRELIMINARY MINUTES**

*(These minutes are unofficial until reviewed and approved by the*

*Election Advisory Panel at a future meeting.)*

**June 18, 2025**

**3:00 p.m.**

**Don Davis Room**

**City Hall**

**Meeting convened:** 3:05 pm.

**Attendance:** Panel Members Lanelle Phillmon, Carmen Martinez, Justin Gicalone, and Jerry Holland, Supervisor of Elections

**Excused**: None

**Absent**: Ray Pringle, Gloria Einstein, Daniel Henry, Robert Maldonado, Austin Kwikkel

**Also:** Colleen Hampsey and Brandon Russell – City Council Research Division

With only three of eight members present at the start of the meeting, no quorum was established.

Approval of Minutes

The minutes of the March 19, 2025, meeting of the Election Advisory Panel were not approved as there was no quorum.

Supervisor of Elections update

Mr. Holland stated that, with no elections this year, the Supervisor of Elections office has focused on voter registration efforts and ensuring staff are current on certifications. He also said they will go before the Council to extend their lease for the Elections Center for an additional 10 years. There will also be roughly $400,000 of updates and renovations to this facility, and they are remodeling the downtown office. The updates to the downtown office are expected to be completed in September, and Mr. Gicalone reports that the Elections Center remodels will be completed in early 2026.

Mr. Holland stated they are looking to host training for three days for SOE staff across the state in October. They have also put in a bid to host the state SOE meeting to bring more attention to their office. Regarding equipment upgrades, Mr. Holland noted that legislation requiring automated ballot audits did not pass in the state legislative session, which may have required purchasing new Clear Ballot equipment. He stated that under current law, audits must be done using hand counts of ballots but expressed that the Governor and Secretary of State want to ultimately move to an automated hand count system. Mr. Holland stated they recently went through the Mayor’s budget review committee and are waiting for that to go before the Council during the budget process.

Mr. Gicalone stated that the SOE outreach team is visiting senior centers and reviewing current petitions to ensure compliance with HB 1205. Mr. Holland said that a lawsuit is ongoing challenging the new law, and there is currently a moratorium on processing petitions from July 1 to September 30. He also stated that the cost to handle petitions will increase from ~$1 to ~$3 per amendment.

Ms. Phillmon asked how frequently the SOE office reviews voter rolls to determine ineligibility or inactivity. Mr. Holland clarified that process, explaining that the list Ms. Phillmon was using as an example contained names of people convicted of felonies. He further explained the differences among eligible, ineligible, and inactive voters and the requirements and processes for notifying those voters of a potential status change. Ms. Phillmon asked if the list maintenance and notices occur with any set frequency. Depending on the volume, Mr. Gicalone explained that this could occur weekly or monthly.

Mr. Holland also added that, per SB 90, all vote-by-mail requests expire after a general election; they currently have about 3,000 requests. Ms. Phillmon noted the SOE office’s outreach efforts to remind voters about VBM requests. Mr. Gicalone added that a notice about VBM requests is included on the address confirmation cards sent to voters.

Ms. Phillmon asked if the SOE has concerns as they enter the upcoming budget process. Mr. Holland stated that the SOE had budgeted $40,000 for advertising and promotions, but the Mayor’s office budgeted $7,000. He noted that it was not a final amount, but if it remains at $7,000, he anticipates requesting the Council to increase that line item.

Ms. Phillmon asked if they had concerns about polling locations. Mr. Holland stated they are looking to change a few locations. Mr. Gicalone noted that only two of their prior locations have backed out of being a voting site. He added that they have a tentative agreement from one site and are waiting for a reply from another site. Mr. Holland and Mr. Gicalone both confirmed that they will be returning to the site in the Kernan area that was previously unavailable due to remodeling.

Mr. Holland stated they are looking at early voting locations, noting that the UF Extension Center and Maxville sites had very low usage. They are looking at relieving pressure from sites with more traffic, possibly adding an early voting site in Jacksonville Beach. They have yet to find a location in District 10, but they want to have one since they have received requests from the community for one.

Mr. Holland explained the Clear Ballot technology to Ms. Martinez, who joined the meeting after the original discussion of the failed auditing legislation. He also described their list maintenance process again.

Old Business

None

New Business

None

Public Comment

None

**Meeting Adjourned:** 3:40 pm

Minutes: Brandon Russell, Council Research

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Posted: 6.30.25 11:30 am