Meeting Agenda

Location: Henderson County Board of Elections
75 E. Central St.
Hendersonville, NC 28792

Date: October 21, 2025

Time: 5:00 PM

Linda Rebuck (R) / Cynthia Ellis (D) / Charlotte Walsh (R) / Rachel Poller (D) / Lisa Hill (R)

Agenda details:

Call Meeting to Order

Pledge of Allegiance

Approval of Agenda

Approval of Minutes

Old Business

Directors Comments (Registration Repair Update, Office Update, Website)

New Business

- **New Fingerprint Law for Employees** (Full/Part Time, Auxiliary, and Temp)
- **Appointment of MAT Team**
- **Sticker Creation Contest**

Chair Comments

- **Personnel**

  Closed session –§ 143-318.11 (6)

Adjournment

Henderson County Board of Elections
Minutes of Board Meeting
October 21, 2025

The Board of Elections met on October 21, 2025, at 5pm in the County Board of Elections Office at 75 E. Central Street, Hendersonville, NC. Those present were Linda Rebuck, Chair, Charlotte Walsh, Secretary, Cynthia Ellis, Lisa Hill, Rachel Poller, Members, Summer Heatherly, Director.

Pledge

Minutes:

- Member Poller moved to accept the minutes. The motion was approved unanimously.

New Business:

- Director Heatherly presented proposed MAT teams of one Democrat and one Republican. Chair Rebuck explained that, according to the law, unaffiliated volunteers could be called upon if sufficient members of the two parties were not available. Member Poller moved to accept the list and the motion carried unanimously.
- Director Heatherly presented rules for a "I Voted" sticker creation contest for students. Member

Hill made a motion to approve the contest. The motion was approved unanimously.

- Member Hill made a motion to go into closed session at 5:30 for personnel issues. The motion was approved unanimously.

Open session resumed at 6:20. Member Ellis moved to adjourn at that time.

Secretary

✓ Approved ___Disapproved

Chair

✓ Approved ___Disapproved

Member

✓ Approved ___Disapproved

Member

✓ Approved ___Disapproved

Member

Approved this the 18 day of November, 2025

5

WELCOME

Please Sign In (Name/Organization(optional))

Date: 10-21-2025 Group

1. Jane B. Wells NCEIT
2. Patti Rogers LWV
3. Peri David LWV
4. Lynn McFarland LWV
5. Peter Fricke Dem.
6.
7.
8.
9.
10.

HENDERSON COUNTY BOARD OF ELECTIONS

Section 4.1. G.S 153A-94.2 reads as rewritten:

153A-94.2. Criminal history record checks of employees permitted.

(a) The board of commissioners may adopt or provide for rules and regulations or ordinances concerning a requirement that any applicant for employment be subject to a criminal history record Check of State and Nation Repositories of Criminal Histories conducted by the State Bureau of Investigation in accordance with G.S. 143B-1209.26. The local or regional public employer may consider the results of these criminal history record checks in its hiring decisions.

(b) Notwithstanding the provisions of subsection (a) of this section, if the position being lled requires an applicant for employment to work with children in any capacity, the board of commissioners shall require the applicant, if offered the position, be subject to a criminal history record check conducted by the State Bureau of Investigation in accordance with G.S. 143B-1209.26. The local or regional public employer must e tend a conditional offer of the position pending the results of a criminal history record check require by this section."

- **Internal applicants** applying for a position and after being extended a conditional offer will have to be fingerprinted (if they have not already done so by the county *for this reason*). There are some positions that already have to be fingerprinted for another legal requirement, and the results are reviewed somewhere other than HR but those cannot be considered as meeting this requirement. Ie, Sheriff's Office, Elections...

MAT APPOINTMENTS – 2026

Multi-Partisan Team (each party represented)

Chuckie Hudson, Coordinator

REPUBLICANS	DEMOCRATS
Glen Dudas	Norie Sanchez
Tammy Dudas	Ken Olsen
Cathy Ware	Ivy Olsen
Susan Mangrum	Mary Kwasniewski
Gina Moffitt	Christina Shaffer
Mary Jo Brown	Anne Ramirez

UNA

Jane Bilello

Crystal Cartee

Jane Claypool

Kendra Alford

Terry Dewese

Approved this the 21st day of October 2025.

Chairman

Secretary

Member

Member

Member

MAT INFORMATION – 2026

What is MAT?	Multi-Partisan Team (each party represented)
What are their duties?	To visit facilities to assist residents in Voter ID, registrations, ABS requests and to be a witness, if needed, when they fill out the ballot.
Does MAT go to their rooms?	No, they are not allowed. The residents come to them in a common area.
Is this a paid position?	Yes, $13/hour
How long is one appointed to MAT?	2 Years
Will there be training?	Yes. Training will take place at the Board of Elections office the morning of their first visit. This year's training will be on Tuesday, December 2, 2026, at 9am.
How long is training?	Up to 2 Hours
How long will each visit last?	The first visit (Voter ID, registrations, and ABS requests) would be no less than an hour and could last up to 3 hours. We schedule two facilities a day for two and a half consecutive weeks. The second visit (witness voter filling out the ballot) could be only 30 minutes or could be up to 2 hours, depending on how many residents need assistance. We schedule for two consecutive weeks for return visits.
When will MAT start visiting?	December 2nd – December 18th, 2025, for first visit and January 21st – February 4th, 2026, for second visit.

HENDERSON COUNTY BOARD OF ELECTIONS

P O Box 2090
Hendersonville, NC 28793
Phone:(828)697-4970

75 E. Central St.
Hendersonville, NC 28792
hcelections@hendersoncountync.gov

Health Care Facility Directors and Managers,

Any North Carolina registered voter qualified to vote in an election may request and receive a mail-in absentee ballot for any election in which absentee voting is allowed. The next election will be March 3, 2026.

A multi-partisan assistance team, or "MAT," is a group appointed by a county board of elections to provide assistance with mail-in absentee voting and other services to voters living at facilities such as hospitals, clinics, and nursing homes.

MAT includes, at a minimum, two people who have different party affiliations (or, in the alternative, persons who were unanimously appointed by a bipartisan county board of elections). If you request help from MAT, you should receive impartial, professional assistance. Their job is to help you vote, but your voting choices will remain confidential.

MATs are authorized to help voters in the following ways, with specific legal requirements:

- Providing voter registration services.
- Requesting an absentee ballot.
- Serving as an absentee witness.
- Marking the absentee ballot.
- Sealing the ballot and completing the absentee application.
- Mailing the voted absentee ballot in the closest U.S. mail depository or mailbox, if the voter has a disability.

N.C.G.S. § 163-226.3 makes it a Class I felony for owners, managers, directors, and employees of hospitals, clinics, nursing homes, or rest homes ("facilities") to provide their patients assistance with absentee voting. Assistance includes making a request for an absentee ballot, signing the voter's absentee ballot application or certificate as a witness, or marking or assisting the voter in marking an absentee ballot.

The following is a prohibited list of people who cannot witness a ballot or assist the voter in any way:

- An owner, manager, director, or employee of the facility.
- An individual who holds elective office.
- A candidate for office.
- An individual who holds any office in a state, congressional district, county, or precinct political party or organization, or who is a campaign manager or treasurer for any candidate or political party.

Recent Court Case Important Note: In July 2022, a federal court issued an order that struck down state laws barring certain individuals from helping a voter request, complete, or submit an absentee ballot, if that voter needs help due to a disability. **As a result of that order, an absentee voter who needs assistance voting due to a disability generally may receive assistance from any person they choose**

Henderson County Board of Elections

To schedule a MAT visit, email chudson@hendersoncountync.gov.

From: SBOE Helpdesk <sboe.helpdesk2@ncsbe.gov>
Date: Mon, 20 Oct 2025 09:32:04 (UTC -04:00)

Good morning Summer,

Per our telephone conversation today, 10/20/2025 at 8:53am, if it is a certified facility that by law is allowed to request MAT teams to come to facility per voters request to assist in requesting an absentee ballot or help with the absentee ballot once received then by law your MAT team must accommodate and go. However, when your MAT teams are at a facility that they have been requested to come and help assist and there is a memory care facility next to the facility your MAT team cannot just stop by the memory care facility after they have completed their visit with the regular facility. They must either be invited to go by request of voters, or they can bring those voters from the memory care facility to the designated location your MAT teams will be at when visiting that facility.

I hope this helps. If not or should you have any questions, problems, or concerns do not hesitate to contact our office. Thank you.

-Steve Simos
Absentee Voting Program Specialist

From: sheatherly@hendersoncountync.gov <sheatherly@hendersoncountync.gov>
Date: Sun, 19 Oct 2025 16:12:32 (UTC -04:00)

CAUTION: External email. Do not click links or open attachments unless verified. Report suspicious emails with the Report Message button located on your Outlook menu bar on the Home tab.

Good afternoon,

Is "MAT" allowed to go into memory care facilities to help with requests and ballots? A lot of our nursing facilities are changing over to memory care and at one point, the previous MAT coordinator told us we were not allowed to help those in memory care. I am not able to find anything in the law, so wanted to get guidance from the state.

Thanks!!

Summer P Heatherly
Henderson County Board of Elections
828-697-4970

"The Henderson County Board of Elections is responsible for conducting lawful and fair elections that are efficient, secure, and accurate for the voters of Henderson County."

08 NCAC 16 .0102 TEAM MEMBERS

(a) For purposes of this Chapter, the county board of elections shall compose the Team as follows:

(1) At least two registered voters shall be on each Team. The two political parties having the highest number of affiliated voters in the State, as reflected by the registration statistics published by the State Board on January 1 of the current year, shall each be represented by at least one Team member of the party's affiliation. If the Team consists of more than two members, voters who are unaffiliated or affiliated with other political parties recognized by the State of North Carolina may be Team members.

(2) If a county board of elections finds an insufficient number of voters available to comply with Subparagraph (a)(1) of this Rule, the county board, upon a unanimous vote of all of its sworn members, may appoint an unaffiliated Team member to serve instead of the Team member representing one of the two political parties as set out in Subparagraph (a)(1) of this Rule.

(b) Team members shall not be paid or provided travel reimbursement by any political party or candidate for work as Team members.

History Note: *Authority G.S. 163A-1298(a)(4); S.L. 2013-381, s. 4.6(b);*
Temporary Adoption Eff. January 1, 2014;
Eff. October 1, 2014;
Amended Eff. December 1, 2018.

2. Establishing Multipartisan Assistance Teams

08 NCAC 16 .0102 TEAM MEMBERS
(a) For purposes of this Chapter, the county board of elections shall compose the Team as follows: (1) At least two registered voters shall be on each Team. The two political parties having the highest number of affiliated voters in the State, as reflected by the registration statistics published by the State Board on January 1 of the current year, shall each be represented by at least one Team member of the party's affiliation. If the Team consists of more than two members, voters who are unaffiliated or affiliated with other political parties recognized by the State of North Carolina may be Team members. (2) If a county board of elections finds an insufficient number of voters available to comply with Subparagraph (a)(1) of this Rule, the county board, upon a unanimous vote of all of its sworn members, may appoint an unaffiliated Team member to serve instead of the Team member representing one of the two political parties as set out in Subparagraph (a)(1) of this Rule. (b) Team members shall not be paid or provided travel reimbursement by any political party or candidate for work as Team members.

08 NCAC 16 .0105 REMOVAL OF TEAM MEMBERS
(a) The County Board of Elections shall revoke, pursuant to G.S. 163-33(2), a Team member's certification granted under Rule .0103 of this Section for the following reasons: (1) violation of Chapter 163 of the General Statutes or one of the Rules contained in this Section; (2) political partisan activity in performing Team duties; (3) failure to respond to directives from the County Board of Elections; or (4) failure to maintain certification pursuant to Rule .0103 of this Section. (b) If the County Board of Elections revokes a Team member's certification, the person shall not participate on the Team.

2.1 Appointment of MAT Members

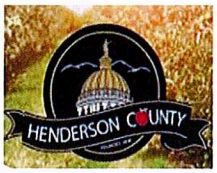
- MAT members may be recruited by county board directors and staff but must be appointed by the county board of elections.
- The team must be represented by *at least* two members.
- One team member should be a registered Democrat and another team member should be registered as a Republican.
- If a team consists of more than two members, the additional team members may be unaffiliated with a political party or be a member of another recognized political party (currently in NC the only other recognized party is Libertarian).
- If a county board of elections is unable to establish a 2-person team with both a Democratic and Republican team member, a person who is unaffiliated may serve, provided they are selected by a unanimous vote of the county board of elections.

2.2 Payment of MAT Members

A county board of elections may compensate team members, as resources permit, for their time or provide reimbursement for travel or other expenses. MAT members may not be paid or compensated through in-kind donations by private entities, including political parties and candidates.

HENDERSON COUNTY
BOARD OF ELECTIONS

75 E Central St Hendersonville, NC 28792
828-697-4970 www.hendersoncountync.gov/elections



2026 "I Voted" Sticker Contest Release Form

Eligibility:

- The sticker contest is open to all Henderson County students (public, homeschooled, private) in grades K-12.

Official Rules and Guidelines:

- The phrase ***"I Voted"*** must be included in the design.
- All entries must consist entirely of the student's original, non-copyrighted artwork and may not include photographs or trademarked images.
- All entries should be non-partisan and not reference any candidate, political party, or political issue.
- The Board of Elections reserves the right to disqualify any entry that is determined to contain inappropriate images or violates the contest rules.
- By entering the contest, the student is allowing the Board of Elections to use, reproduce, edit, or publish in any medium or media, for any non-commercial purpose in perpetuity.
- Artwork Guidelines:
  - The design should fit on a circular sticker two inches in diameter.
  - Designs may be created using crayons, pencils, paint, ink or any other mixed media materials. **(Digital designs will not be accepted)**
- Only one entry per student.

How to Enter:

- The contest will open on March 1, 2026, and will close on Wednesday April 15, 2026.
- Entries must be submitted on the "I Voted" Sticker Contest Entry Form and may be mailed or hand delivered to: Henderson County Board of Elections located at 75 E Central St Hendersonville, NC 28792 or emailed to hcelections@hendersoncountync.gov. Entry forms may be printed off our website or picked up during normal business hours (M-F 8:30am – 5pm) at the election's office.

Winning Entry:

- There will be a winning sticker design from each grade category, K-2nd, 3rd-5th, 6th-8th, and 9th–12th selected by the Henderson County Board of Election's staff.
- The four top winners will be notified by phone/email using the contact information listed on this form.
- The winning designs will be used as Henderson County's official "I Voted" sticker for the 2026 General Election.
- Except where prohibited by law, entry constitutes permission to use all winners' names and design for promotional purposes. The design may be edited or altered to meet the guidelines of the Henderson County "I Voted" Sticker Contest for mass-production.

Permission:

- I certify and acknowledge that I have read, and I agree to the Official Rules of this contest prior to signing it. By submitting an entry, I give permission to participate in the Henderson County "I Voted" Sticker Contest and give Henderson County permission to use my name and other information for publishing on the Sponsor's website and social media platforms, as well as other public forums without any additional notice to or permission by me.

Printed Name of Contestant: _____ Age: _____

Date: _____ School: _____

Contact (Email/Phone): _____

Signature of Parent/Guardian: _____

HENDERSON COUNTY BOARD OF ELECTIONS

75 E Central St Hendersonville, NC 28792
828-697-4970 www.hendersoncountync.gov/elections

March 1st - April 15th , 2026

2026 "I Voted" Sticker Contest Entry Form

Name: _____ Age:_____

- ❖ Mail/Hand deliver paper copy to: Henderson County Board of Elections
  75 E Central St
  Hendersonville NC 28792
- Deadline to submit entry is Wednesday, April 15th to:
  hcelections@hendersoncountync.gov
- Please submit the **"I Voted" Sticker Contest Release Form** along with this document