



Carroll County Board of Elections



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Carroll County Board of Elections Board Minutes September 20, 2023

Present

Board

Samuel Foster, President, in person
Karen Donaldson, Vice-President, in person
Carol Coley, Secretary, in person
Mitch Edelman, Member, in person
Benjamin Watson, Member, virtual

Staff

Erin Perrone, Acting Election Director, in person
Jennifer Bartholow, Election Program Specialist I, in person
Olivia Smith, Election Program Specialist, in person
Kimberly Jones, Election Program Supervisor II, virtual
Eduardo DeLima, Election Information Systems Specialist, virtual
Mia Faber, Election Program Supervisor, virtual
John Michael Gudger, Election Program Assistant, virtual
Isaac Nogueron, Election Program Specialist, virtual
Hunt Hobbs, Election Program Assistant, virtual

Public

Katherine Adelaide, Carroll County Republican Central Committee, virtual
Katherine Berry, State Board of Elections, Deputy Administrator, virtual
Rich Collins, Carroll County Republican Central Committee, in person
Robin Frazier, Carroll County Republican Central Committee, in person
Henry Reiff, Democratic Central Committee, in person

Absent

Jay Gullo, Attorney

Call to Order & Declaration of Quorum

Mr. Foster called the meeting to order at 9:59 am and declared a quorum was present.

Welcome

Mr. Foster welcomed those in attendance.

Additions to the Agenda

Mr. Foster asked if there were any additions to the agenda. There were no additions added to the agenda.

Approval of Minutes

The Board approved the minutes from the August 16, 2023, meeting on a motion from Ms. Coley, seconded by Ms. Donaldson. The motion was carried unanimously.

The Board approved the minutes from the August 29, 2023, meeting on a motion from Mr. Edelman, seconded by Ms. Donaldson. The motion was carried unanimously.

Public Comments

Robin Frazier of the Carroll County Republican Central Committee requested to speak in advance of the scheduled meeting. Ms. Frazier distributed copies of the Chain of Custody Logs for the ballot drop boxes from the 2022 Gubernatorial General Election as well as a copy of Ms. Frazier's letter.

The twenty custody logs distributed were copies from the Mt Airy Senior Center and were in chronological order. Ms. Frazier's letter suggested how the process could tighten up the chain of custody for protection of the handlers of the ballots and protection from any fraudulent activity.

Ms. Frazier recommended that additional processes be considered that included:

- A bipartisan team of two people picking up ballots from the drop box and returning to the office
- Adding procedures of signing a form to state that the bin is empty and sealing the empty bin prior to retrieving the ballots
- Having a statement on the form that the signer is under penalty of perjury
- Additional information to record
- A reasonable timeline from picking up at the ballot box to dropping off at the office

Correspondence

Ms. Perrone stated that there was no correspondence to share with the Board at this time.

Attorney Report

Mr. Gullo was not in attendance at the meeting. Ms. Perrone and Mr. Foster both stated that there was no information given to them from Mr. Gullo to report to the Board.

Acting Election Director's Report

PIA Requests & Correspondence

There was nothing to report at this time.

Important Meetings

August 17th - Election Directors' Meeting hosted by SBE

August 25th - Lease Space Meeting hosted by county

August 29th - Lease Space Meeting hosted by county & Holland

August 29th - State Board Meeting

September 6th - Virtual Voter Registration Training with League of Women Voters

September 11th - Ms. Berry was invited to speak at the Democratic Club Meeting, but Ms. Perrone spoke instead

September 13th - Staff at the Seniors on the Go Expo for voter outreach and election judge recruitment

September 15th - MAEO Meeting hosted by Frederick County where John Micheal Gudger was elected as chair of the Legislative Committee

September 21st - Election Directors' Meeting hosted by SBE

September 25th - Visit from State Administrator and Deputy Administrator

Voter Registration

Monthly statistical reports are available on our website. The link to the reports is

<https://elections.carrollcountymd.gov/monthlyStats.aspx>

ERIC reports were released and completed in September

Mail-In Ballots

There was nothing to report at this time.

Early Voting Centers/Polling Places

Ms. Perrone reported that the early voting center plans have been submitted to SBE for approval.

Ms. Perrone explained that we are waiting on documents from SBE in which we will then submit the ballot drop box updates to SBE.

Ms. Perrone is having ongoing discussions with John O'Neil from Superintendent McCabe's office regarding the School Security Policy. They agree regarding the concerns we have with the school policy on the doors being locked on election day.

Ms. Perrone explained the polling place plan that all the staff is helping to complete. There are many parts of this paperwork that include but are not limited to photos of the polling places, visio layouts and voter flow through the polling place. Once completed the paperwork will be submitted to SBE.

Ms. Perrone requested a precinct line be removed between 02-001 and 02-002. Ms. Berry joined the conversation virtually and shared history of those precincts with the Board members. The precinct line was originally drawn during the 2010 Census because the precincts had two different legislative districts. Once the legislative districts changed, the precincts were kept separate because the previous touch screen voting system required more power supply then polling places were able to accommodate. Some of the polling places used were older buildings and did not have enough outlets. With the current voting system, the power supply is no longer an issue. The precincts mentioned are now voting at Francis Scott Key High School, they both have the same districts, and both use the same

ballot style. It was determined that there is no justification for keeping the precincts separate. One of the benefits of removing the line between 02-001 and 02-002 is that there will be one less ballot style during the elections. This will allow one less ballot style to be printed and reduce the risk of election judge confusion for handing out the incorrect ballot style.

The Board approved the change requested on a motion from Mr. Edelman, seconded by Ms. Coley. The motion was carried unanimously.

Election Judges

Ms. Perrone reported that she and the election judge department are in continued conversations with the Carroll County HR Department regarding the required paperwork and processes for the election judges in 2024. There is another meeting scheduled for Friday, September 22, 2023.

IT/Warehouse

Ms. Perrone reported that voting equipment is on schedule for the required charging and maintenance. SBE has sent out notification that the new pollbooks that were expected to be used in 2024 will be postponed until 2026 due to an issue with the vendor and software standards. The old pollbooks will continue to be charged and maintained for 2024.

Personnel/Budget/County Issues

Ms. Perrone reminded the board members of the Sexual Harassment Prevention Training that they will complete at the upcoming State Biennial Meeting on October 19, 2023. The CCBOE staff members have already completed their required training.

Recruitment for the new Election Director position will remain open until September 25, 2023.

Ms. Perrone updated the Board on the new building status. The county hired an outside council to review the lease. The build-out cost estimate was received from the contractor. The next steps will be reviewing the cost estimate for the build-out, awaiting comments from outside council on the lease, reviewing final costs with the Budget Office and finally presenting it to the Board in approximately 3-4 weeks. Ms. Coley expressed an interest in taking a tour of the new facility.

Unfinished Business

There is no unfinished business.

New Business

There is no new business.

Disclosure of Campaign Contributions

No contributions were reported.

Date of Next Meeting

The next board meeting will be held on Wednesday, October 18th, 2023, at 10:00 a.m.

Adjournment

The meeting was adjourned on a motion by Mr. Foster, seconded by Ms. Coley at 10:40 a.m.
The motion passed unanimously.