

Board of Elections
Office

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Carroll County Board of Elections
Board Minutes
April 9, 2018

Present:

Board

Griffith Manahan, President
Laura O'Callaghan, Vice President
Harvey Tegeler, Secretary
Samuel Foster, Member
Larry Shipley, Member

Staff

Katherine Berry, Election Director
Paula Troxell, Deputy Director

Absent

Terry Berger, Attorney

Call to Order & Welcome:

Mr. Manahan, President called the meeting to order at 10a.m. A quorum was present.

Approval of Minutes:

The Board approved the minutes from the March 28, 2018 meeting, as amended, on a motion from Mr. Shipley, seconded by Mr. Foster. The motion carried unanimously.

Attorney Report:

None

Staff Report:

On April 3, 2018, Ms. Jones and Mr. DeLima had a refresher training on Electionware.

On April 4, 2018, the staff attended the "Senior on the Go Expo" at the Carroll County Ag Center. The staff provided voter outreach and recruited election judges.

On April 5, 2018, Ms. Berry met with Facilities to discuss the security system installation. The security system will be installed by the end of next week. Staff will be trained on the security being installed and will receive badges to be able to access the building.

Ms. Berry stated that there will be a director's meeting and a state board meeting on Thursday, April 12, 2018. She stated that the gun policy should be discussed on Thursday during the director's meeting.

Ms. Berry reported that the public demonstration will be held on Wednesday, June 6, 2018 at 9:00 a.m. She will be sending notices to the central committees in the next couple weeks.

Today, the staff will be participating in training on the new release installed to MDVOTERS over the weekend.

Ms. Berry stated that last night *60 Minutes* aired a piece on cybersecurity in elections. Ms. Charlson is working on a document to explain what SBE is doing in regards to cybersecurity and the document will be posted to SBE's website.

Ms. Berry reported that there has been an increase in individuals requesting voter registration training. There have been at least four individuals trained in the past two weeks.

Ms. Berry requested that the board notify her if they plan on attending election judge training. Mr. Manahan asked if there were significant differences from the previous election. Ms. Berry stated that there are two major changes from 2016. She explained that the voting judges must stand at least two feet from the scanning unit and the polling places will now have a ballot issuance table.

Ms. Berry reported that a complaint was made by Mr. Larry Ogletree. Mr. and Mrs. Ogletree were not rehired as election judges for the 2018 election cycle. Ms. Berry explained that previous election judges are not automatically hired for an upcoming election cycle. If the office was notified of concerns that occurred in a polling place in a previous election, that is also taken into consideration. Mr. Ogletree came in to the office and before leaving made a threat to cause a scene at the Senior Expo with the staff that planned on attending the event. Ms. Berry explained that the Sheriff's office visited Mr. and Mrs. Ogletree to discuss the threat made to disturb a public event. A lengthy discussion occurred about this matter.

The IT staff are getting ready to complete the yearly inventory for the voting equipment. The deadline to complete the inventory is June 30, 2018.

The election supplies are being packed and the supplies must be verified by a bipartisan team before May 30, 2018. Ms. Berry asked for two volunteers to come to the office one day during the week of May 21, 2018. After a brief discussion, Mr. Manahan and Ms. O'Callaghan agreed to do the supply verification on Wednesday, May 23, 2018 at 9:00 a.m.

Ms. Berry reported that logic and accuracy testing on the voting equipment will occur during the week of May 21, 2018.

Ms. Berry stated that the sample ballots have been placed on the office's website and have been posted on the window in the hallway outside of our office.

The sample ballot proofs will be received in early May and the first mailing to voters will be around May 25, 2018.

Ms. Berry provided a handout that listed the precincts that were assigned to each board member for completing the polling place evaluations for the 2018 Primary and General elections. She asked if anyone had an issue with their assignments. The board had no issues with the precincts assigned to them.

Ms. Berry reminded the board that in order to conduct the upcoming canvasses a quorum is required.

Today is Sine Die and there are a number of bills still pending. HB1278 – Audit bill - passed, HB532/SB594 – SDR on Election Day – question will appear on the 2018 November ballot, HB152/SB1048 – Automatic Registration –passed with an amendment to allow the voter to “opt out”, HB1331 – Cybersecurity – the bill passed the second reader. This bill outlines the requirements to report a breach in security. SB333 – counting absentee or provisional ballots – there has been no movement on this bill.

Brenda Hill has been hired as a contractual employee and she will begin on Thursday, April 19, 2018.

Ms. Berry stated that there will not be a May board meeting and that at the June 6, 2018 meeting, Mr. Sealing will attend the meeting to swear in the board of canvassers.

Board Members Political Activities:

None

Unfinished Business:

None

New Business:

None

Scheduling of Next Meeting:

The next meeting is scheduled for Wednesday, June 6, 2018 at 10:00 a.m.

Adjournment:

The open meeting was adjourned on a motion by Mr. Shipley; seconded by Mr. Foster to adjourn the meeting at 10:34 a.m. The motion passed unanimously.

Closed Meeting Held on March 28, 2018:

Ms. O’Callaghan made a motion to close the meeting, seconded by Mr. Foster the members in favor: Mr. Manahan. The members opposed: Mr. Tegeler and Mr. Shipley. The meeting was closed at 11:17 a.m. under General Provisions Article, §3-305(b)(1), to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals. The meeting was held at the office of the Carroll County Board of Elections, 300 S. Center Street in Westminster.

Present:

Board

- Griffith Manahan, President
- Laura O’Callaghan, Vice President
- Harvey Tegeler, Secretary
- Samuel Foster, Member
- Larry Shipley, Member

Mr. Berger was dismissed by the board.

Topic(s) of Discussion:

A discussion occurred to re-do the decision made at the February 21, 2018 closed meeting, regarding the salary adjustment for the Election Director. Mr. Manahan made a motion to close a portion of the April 18, 2018 meeting, to further discuss the salary adjustment for the election director, seconded by Ms. O’Callaghan the members in favor: Mr. Foster. The members opposed: Mr. Tegeler and Mr. Shipley. The motion passed 3 to 2 to close the April 18, 2018 meeting, to further discuss the election director’s salary adjustment.

Adjournment:

The closed meeting was adjourned on a motion by Mr. Shipley, seconded by Mr. Foster to adjourn the meeting at 12:30 p.m. The motion passed unanimously.

Closed Meeting Held on April 9, 2018:

Mr. Tegeler made a motion to close the meeting, seconded by Mr. Shipley the members in favor: Mr. Manahan, Ms. O’Callaghan and Mr. Foster. The members opposed: none. The meeting was closed at 10:35 a.m. under General Provisions Article, §3-305(b)(1), to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals. The meeting was held at the office of the Carroll County Board of Elections, 300 S. Center Street in Westminster.

Present:

Board

Griffith Manahan, President
Laura O’Callaghan, Vice President
Harvey Tegeler, Secretary
Samuel Foster, Member
Larry Shipley, Member

Topic(s) of Discussion:

To re-do the decision made at the February 21, 2018 meeting, regarding the election director’s salary.

The closed meeting was adjourned on a motion by Mr. Tegeler, seconded by Ms. O’Callaghan to adjourn the meeting at 11:10 a.m. The motion passed unanimously.