

Board of Elections
Office

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Carroll County Board of Elections
Board Minutes
July 6, 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

Attorney

Terry Berger, Attorney

Call to Order & Welcome:

Mr. Manahan, President called the meeting to order at 11:52 a.m. A quorum was present.

Approval of Minutes:

The Board approved the minutes from the June 6, 2018 meeting, on a motion from Mr. Shipley, seconded by Mr. Foster. The motion carried unanimously.

Attorney Report:

Mr. Berger reported that he had participated in three teleconferences that were held by SBE. He reminded the Board that he had sent them by email with attachments a summary of the teleconference regarding the MVA issue.

Mr. Berger asked the Board if they wanted him to investigate what options may be available to handle the problems that occurred with electioneering that resulted in the police being called. Ms. Berry stated that she is working with the county GIS Department to create a map that will mark the 100' boundary for each polling location. A discussion occurred regarding the electioneer issues that were reported during early voting and on Election Day. Mr. Manahan requested that Ms. Berry research the possibility of having police officers at the polling places. Mr. Berger suggested having

the Sheriff's office attend a board meeting to discuss what options are available. Ms. Berry stated she will also contact other LBE offices to obtain information regarding electioneers.

Staff Report:

On June 7, 2018, Ms. Berry participated in three teleconferences. The teleconferences held were regarding Election Security, Clear Ballot and the Post Office.

On June 8, 2018, a press release was done regarding the deadline to request an absentee ballot.

On June 11, 2018, Ms. Berry and Ms. Troxell participated in a conference call with the Maryland Emergency Management Agency (MEMA).

Ms. Berry reported that there will be a Director's conference call on Thursday, July 19, 2018.

Ms. Berry stated that she will be meeting with the South Carroll Swim Club to get their feedback on using their facility as an early voting site.

Ms. Berry reminded the board, that on August 16, 2018, SBE will be holding a statewide table top exercise for the Director, Deputy Director and IT staff.

Ms. Berry stated that the MVA issue is still being investigated. Carroll had 87 voters that cast provisional ballots that were found on the MVA list. SBE will be providing further information on the MVA issue.

Ms. Berry reported that the Town of Mt. Airy will be holding a September election. If recounts occur in the state it may impact the Mt. Airy election because, until the primary election is certified, voter registration data cannot be processed.

On July 12, 2018, the legislators are holding a special hearing with MVA and SBE regarding the MVA issue. Mr. Stuart Harvey, Frederick County Election Director, and Ms. Berry will be attending the hearing because they are the chairs of the MAEO Legislative Committee.

Ms. Berry wanted to express her thanks to Jennifer Bartholow on doing a great job with the election judges. Finding and retaining election judges was a huge problem this election. Ms. Berry and Ms. Bartholow are considering how to fill vacancies that were left as a result of people quitting less than a week leading up to the election.

Ms. Berry stated that the paychecks and election surveys will be sent to the election judges very soon.

Ms. Berry reported that volunteers will no longer be used to assist with voting booth set-up and tear down. The civic groups began with the touch screen voting system because of the weight of each

unit. With the current voting system the volunteers are no longer needed because the set-up and tear down of the voting booths are easier.

Tables are rented for four precincts and Ms. Berry is considering purchasing tables instead of renting tables from a vendor. Ms. Berry stated that the issue is transporting the tables to the precincts. She will be working on the logistics with the transportation company so that the tables can be delivered with the voting equipment.

Election judge refresher training will begin in September.

Ms. Berry wanted to express her thanks to Alice Dutterer and Lydia Trester for doing a great job with processing the absentee ballot requests and conducting the absentee canvass. Ms. Dutterer is training Ms. Trester on the absentee process.

Eduardo DeLima and Kimberly Jones were given “kudos” by SBE for successfully transmitting and uploading data on election night. Ms. Berry also stated that they both did a great job on packing election supplies and packing the transportation carts.

Ms. Berry reported she was contacted by the Girl Scouts to sell cookies at the precincts for the November election. The Girl Scouts have written a policy on selling cookies at the polling places on Election Day. When the policy is received from the Girl Scouts, she will share the policy with the board. Ms. Berry will contact the schools to ask permission for the Girl Scouts to sell cookies on school property.

The delivery of the voting equipment went well. Ms. Berry asked Mr. Manahan and Mr. Tegeler if they had any issues to report. They both stated that they had nothing to report.

Ms. Berry, Ms. Jones, Mr. DeLima, Ms. Bartholow and Ms. Troxell went to the precincts on Monday night to address issues that were reported and to make sure that there were no problems that went unreported.

Ms. Berry asked the board to provide feedback on the ballot issuance table that was implemented for the primary election.

- Mr. Manahan said that the ballot issuance table worked well. He thought that a higher turnout will provide a better way to determine how well this concept works.
- Mr. Tegeler stated he did not encounter a voter flow problem with the implementation of the ballot issuance table.
- Mr. Tegeler reported that there was one comment from an election judge at Sandymount Elementary. The judge felt that on Tuesday morning there was confusion among the judges at the start of the day. The judge stated that the Chief Judges need to have more of a leadership role. Ms. Berry stated that each judge is provided with a checklist of their responsibilities for Monday night, Tuesday morning, Tuesday during the day and Tuesday night.

Ms. Berry asked if there were any polling places that the board was concerned about.

- Ms. O’Callaghan reported that Fairhaven was cramped. She also stated that the election judges at Oklahoma Road Middle didn’t know how to handle the electioneers.
- Mr. Shipley stated that the signs for the BMD were laying on top of the privacy screen. He noted that he realizes it is hard to hang the signs for individuals to see near the BMD. Mr. Shipley also stated that he liked how many precincts had their voting booths turned sideways to maximize the voter’s privacy.
- Mr. Shipley felt that the Westminster Senior Center needed more than one BMD.
- Mr. Shipley said the air conditioning was an issue at Westminster West Middle School. Ms. Berry stated she was aware of this issue and contacted Mr. Prokop on Election Day.
- Mr. Foster said that Carroll Lutheran needed more signage to direct voters to the entrance of the polling room. He said that the chief judge stated that most of the voters enter the polling room from inside the facility. Mr. Foster understands that the majority of the voters at this facility enter the room from inside, but the voter’s that do not live in the community need to be directed to the entrance of the polling room.
- Mr. Foster stated that the only complaints he received on Taneytown Elementary was from voters that didn’t understand why a second polling place was needed. He did not have any issues with the facility.

Mr. Manahan asked if the demographics were available on the areas that used the South Carroll Swim Club. Ms. Berry said she does not have that information, but will be requesting it in the near future.

Ms. Berry reported that the office will have an intern for seven weeks from the DORS program. Her name is Zoe Benner.

Ms. Berry will be posting to fill the vacant position in the office after the general election.

Board Members Political Activities:

None

Unfinished Business:

Mr. Foster requested that a discussion occur at the next meeting regarding the pay increase for the board.

New Business:

Mr. Shipley wanted to thank the election staff for all their hard work and for what they do to make the board’s job easier.

Scheduling of Next Meeting:

The next meeting is scheduled for Wednesday, September 5, 2018 at 10:00 a.m.

Ms. Berry stated that the next meeting will be held on Wednesday, October 17, 2018. The public demonstration will be held on this date and the board will be sworn in at this meeting.

Adjournment:

The meeting was adjourned on a motion by Mr. Tegeler; seconded by Mr. Shipley to adjourn the meeting at 1:03 p.m. The motion passed unanimously.