

Board of Elections
Office

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Carroll County Board of Elections
Board Minutes
September 5, 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 10:00 a.m. A quorum was present.

Approval of Minutes:

The Board approved the minutes from the June 26 2018 and the July 6, 2018 meetings, on a motion from Mr. Shipley, seconded by Mr. Foster. The motion carried unanimously.

Attorney Report:

Mr. Berger reported that he attended the Howard County recount. He said that the recount was well run and he had no doubt if a recount was to occur in Carroll County it would be done correctly.

Staff Report:

Ms. Berry, Ms. Jones, Mr. DeLima and Mr. Berger attended the Howard County recount on July 11, 2018. Ms. Berry stated that because of the numerous recounts there are now written procedures on how to conduct a recount.

Ms. Berry, Mr. DeLima and Ms. Troxell attended the Montgomery County recount on July 23, 2018.

On July 13, 2018, Ms. Berry and Ms. Troxell met with the South Carroll Swim Club. Ms. Berry reported that they were happy with how everything went during the Primary Election. They reported that the majority of campaign signs were removed. They are looking forward to working with the office for the General Election.

An Election Director's conference call was held on July 19, 2018. Ms. Berry stated that the conference call was not long and there wasn't anything significant to report.

On August 9, 2018, Ms. Berry attended the Democratic Central Committee meeting. The new members that were elected in the Primary were in attendance. Ms. Berry provided a briefing of what she discussed at the meeting.

On August 13, 2018, Ms. Berry, Ms. Jones and Mr. DeLima attended the "Nationwide Table Top" exercise held in Anne Arundel County. Ms. Berry discussed what occurred at the exercise.

On August 16, 2018, Ms. Berry, Ms. Jones and Mr. DeLima attended the "Statewide Table Top" exercise held in Anne Arundel County. Ms. Berry discussed what occurred at the exercise.

Ms. Berry reported that the next MAEO conference will be held from May 21, 2019 to May 24, 2019, at the Clarion in Ocean City. She said if there are new board members and she knows who they are before the registration deadline of April 30, 2019, she would be inviting them to the conference.

Ms. Berry attended the state board meeting on August 23, 2018.

Ms. Berry reported that she has participated by conference call in a cybersecurity training that was held from August 27th to August 30th. The training was conducted by the Center for Technology and Civic Life.

On August 29, 2018, Ms. Berry participated in a conference call for the MAEO Personnel Committee.

Ms. Jones and Mr. DeLima participated in pollbook testing with SBE.

On September 4, 2018, Ms. Berry reported that she participated in two conference calls. The conference calls were for the USPS and the MAEO Personnel Committee.

Ms. Berry reported that the Town of Mt. Airy will be conducting a special election on September 10, 2018.

On September 28, 2018, Carroll County will be hosting the MAEO meeting.

Ms. Berry reported that SBE will be holding a board meeting on October 4, 2018.

Ms. Berry reminded the board that the close of registration is October 16, 2018, before 9:00 p.m.

Ms. Berry provided the monthly statistical report to each board member.

Ms. Berry explained that the NVRA deadline was August 8, 2018.

Ms. Berry stated that Carroll received two petitions to process. One of the petition was for a third party candidate and the other petition was for a new party petition called "Bread and Roses".

Ms. Berry reported that the staff has completed processing two ERIC reports.

Ms. Berry provided information regarding the backlog of MVA data that she received from the State Board's meeting minutes from their August 23, 2018 meeting. Ms. Berry also reported that the Carroll County data has been completed. Ms. Dutterer was asked by SBE to help them review and process records from other counties. A lengthy discussion occurred.

Ms. Berry stated that September 25, 2018 is "National Voter Registration Day". The library branches will be holding events in recognition of this day.

Ms. Berry reported that we have trained several individuals to be "Voter Registration Volunteers". She stated that the office has had an unusually high number of individuals requesting to be trained as "Voter Registration Volunteers".

Ms. Berry provided the board with the election judge training schedule. Ms. Bartholow and Ms. Hutchinson are working on filling about 30 vacancies. Ms. Berry stated that the election judge training begins today. She explained that the training will be a "hands on" training. Ms. Berry said that the location of the signs placed at the BMD and the voting booth positioning will be discussed during training.

Ms. Berry said there were numerous complaints from the election judges about the sturdiness of the table used for the BMD. She will be telling the judges in training that a regular table can be used to place the BMD on if the judges feel the table that is provide is not sturdy.

Ms. Berry said that the nursing home program letters have been set to the facilities. Ms. Jones is training Ms. Trester on the nursing program.

The absentee ballot application has been changed to include the social security number and the driver's licenses number for any voter requesting their ballot be delivered by email. This change was due to a new law that was passed by the legislators during this year's session.

Ms. Berry explained that the office has received one ballot that must be rejected as not timely. She said that after the regular board meeting the Board of Canvassers must convene to reject the ballot.

Ms. Berry reported that post-election maintenance has been completed on all of the voting equipment.

The election judge supplies have been packed with some minor changes to the organization of the supply bag.

Ms. Berry provided the board with a handout of how the federal funds will be spent by SBE for election security improvements.

Ms. Berry said that the office along with the GIS Department has created “No Electioneering” maps that mark the 100 foot boundary. The maps have been laminated and will be placed on cones so that the candidates can see the boundary. The candidates have been made aware of the maps and they are posted on the website. The election judges will be made aware of the maps during training.

Ms. Berry reported that a 100 foot clothesline is being provided for the judges to use to mark the “No Electioneering” zone.

As per the board’s request, Ms. Berry researched their question regarding having police officers at every polling location. SBE stated that police should only be called to the polling location when there is a physical altercation. Ms. Berry stated that there are some LBEs that have police at the polling locations, but others do not because of the concern of voter intimidation.

Ballot proofing has begun and the ballots are expected to be printed around September 17, 2018.

Ms. Berry reported that specimen ballots will be mailed at the end of this month.

Ms. Berry reminded the board that there will be “write-in” candidates for the November election. The deadline to file as a write-in candidate is October 28, 2018.

Ms. Berry explained that there are three contest on the ballot for judges that are a vote “yes” or “no”.

Ms. Berry reminded the board that the ballot will contain two statewide ballot questions.

Ms. Berry said she is waiting on a response from Mr. Prokop, Director of Facilities for the school system regarding the power issue at Friendship Valley.

At the August 23, 2018 state board meeting, the board approved the use of two BMDs at the Westminster Senior Center.

Ms. Berry said she is sending more signs to some polling locations including Carroll Lutheran Village.

Ms. Berry stated that there were requests from some polling locations for wheelchairs. She said that she has been told that wheelchairs are available at the schools, but she is hesitant to ask the schools to use them because they may go missing or become damaged. Mr. Berger said that from a legal standpoint the office would be responsible for the wheelchairs which also includes someone that may become injured while using the wheelchair.

Ms. Berry introduced Ms. Benner and Ms. Hutchinson as the two new contractual employees.

Ms. Berry stated that she had high school students that needed service hours help the office with election supplies, packing voted ballots and checking the voting booths. The students were supervised by experienced chief judges and Ms. Jones and Mr. DeLima.

Ms. Berry was contacted by Liberty High School who would like to send an intern to the office. She is waiting to hear from the school to see if the student is interested in working in the office.

Ms. Berry said that the office's website address has changed to elections.carrollcountymd.gov and the site is now an HTTPS site. The email address for the county staff has also changed to reflect the .carrollcountymd.gov as part of the address.

A new sign will be placed at Center Street and the entrance to the facility. The Health Department requested a new sign that has been approved by the Commissioners. The funding for the new sign is being provided by the State. The sign will include the Board of Election's name and the office will be allowed to post messages on the electronic board.

Ms. Berry opened a discussion regarding the request to increase the board's salaries that were denied by the Commissioners for the FY19 budget. After a brief discussion, Mr. Manahan suggested placing the request in the upcoming budget and going before the Commissioners to request the increase. Mr. Shipley made a motion in the next budget cycle to request an increase to the board's salaries; seconded by Ms. O'Callaghan. The motion passed unanimously.

Board Members Political Activities:

Mr. Tegeler reported a \$35.00 donation to the Delegate Shoemaker campaign.

Mr. Manahan reported a \$35.00 donation to the Governor Hogan campaign and a \$35.00 ticket to attend Delegate Shoemaker's fundraiser.

Unfinished Business:

None

New Business:

None

Scheduling of Next Meeting:

The next meeting is scheduled for Wednesday October 17, 2018 at 10:00 a.m.

Adjournment:

The meeting was adjourned on a motion by Ms. O'Callaghan; seconded by Mr. Tegeler to adjourn the meeting at 11:23 a.m. The motion passed unanimously.