

Board of Elections
Office

300 South Center Street, Room 212
Westminster, Maryland 21157-5248



410-386-2080
TOLL FREE: 1-888-302-8978
MD RELAY: Call 711 or 800-735-2258(TTY)
ccgovernment.carr.org/ccg/electionboard
FAX: 410-876-3925

Carroll County Board of Elections
Board Minutes
October 17, 2018

Present:

Board

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

Staff

Katherine Berry, Election Director
Paula Troxell, Deputy Director

Attorney

Terry Berger, Attorney

Absent

Larry Shipley

Confirmation of Oath

Donald Sealing, the Clerk of the Court for Carroll County, administered and recorded the new oath of each member of the Board of Canvassers. Mr. Shipley will be sworn in at a later date.

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 September 5, 2018 meeting, as amended, on a motion from Mr. Foster, seconded by Ms. O'Callaghan. The motion carried unanimously.

Attorney Report:

Mr. Berger reported that this morning he participated in the second tele-conference held by SBE. The items that were discussed during the call were recount procedures, notification that all lawsuits have been dismissed and new regulations that will not be effective until after the 2018 General Election.

Staff Report:

Ms. Berry reported that she participated in the September 6th, MAEO Personnel Conference call and on October 2nd she was invited to speak at the Women's Republican Club meeting. She also provided voter registration training for the club members.

On September 10, 2018, Mt. Airy held a special election. There were no problems with the election and the election has been certified.

On September 27th, Ms. Jones and Mr. DeLima met with ES&S personnel to discuss electronic pollbooks. ES&S is looking for feedback from various LBE offices in order to design a new pollbook that will meet Maryland's needs.

Ms. Berry reminded the board that the close of registration was Tuesday, October 16th.

Ms. Berry reported that no individuals came for today's public demonstration.

Ms. Berry stated that the office received an unusually large number of request for voter registration volunteer trainings for this election than the office has ever experienced in previous elections.

A press release was posted on October 9th that contained various information about registering to vote. On October 15th a press release was posted for important information regarding the upcoming election. On October 19th a press release will be posted regarding information on same-day registration.

Ms. Berry reported that the backlog of MVA transactions have been processed. Ms. Dutterer was instrumental in assisting SBE with processing the backlog of transactions.

Sample ballots were sent out on September 27th. The office is currently working on the returned sample ballots to try to decrease the number of provisional ballots that may be cast during the General Election.

Ms. Berry reported that as of today, all election judge positions have been filled. If needed, Ms. Bartholow has a back-up list.

Election judge training has been completed except for make-up trainings. Ms. Berry stated that training went very well and the judges provided great feedback on the hands on training that was offered.

Ms. Berry stated that a letter from Ms. Perrone was included in their packet reporting her findings on the election judge training class that she attended.

Training for the election field support judges begins tomorrow.

The visitations to the nursing home facilities will be completed this week. Ms. Berry recruited election judges and the League of Women Voters to assist with the nursing home visits.

A press release containing information on absentee voting will be posted on October 19th.

Ms. Berry is tracking the number of absentee ballots requested and received in order to prepare for the upcoming canvasses. She stated volunteers will be needed for the canvasses.

The supply verification was completed by Mr. Manahan and Mr. Tegeler. All election supplies and ballots have been packed.

L&A has been completed on all voting equipment. The L&A for the pollbooks will begin next week.

Ms. Berry stated that data will be sent to the commercial printer on October 18th for the second sample ballot mailing.

Ms. Berry stated that a packet of information has been provided regarding the manual post-election audit that is required by legislation. Because of the audit requirements, the absentee and provisional canvasses will be lengthened. The audit may require that the board be present when the audit is being conducted. The audit must be completed by March.

Ms. Berry reported that requests being made to sell Girl Scout cookies at the polling places on Election Day have been referred to the Carroll County Public Schools.

Ms. Berry presented a poster created by the Department of Homeland Security explaining how elections are secured. SBE is requiring that the poster be posted and that a link be placed on our website to the poster.

Ms. Berry was contacted by a school counselor from Liberty High School asking her if she could use an intern in the office. The intern is working 2 ½ hours three days a week.

Ms. Berry stated that she has posted the open position and hopes to fill it in January. Interviews will be conducted in early December.

Ms. Berry gave each board member a binder with election information. She explained that the binders contain the polling place layouts, their assigned polling place surveys and the 100' boundary maps. One polling place survey was given to each board member for their assigned early voting center. Mr. Manahan and Mr. Tegeler have the delivery schedules for the voting equipment. Ms. O'Callaghan volunteered to lead the third delivery truck and she was given the delivery schedule for that truck. Ms. Berry stated that they must be here at 7:00 a.m. on Friday, November 2nd.

Ms. Berry reminded the board members of the dates that they will be needed. On Election Day, November 6th each board member will go directly to their assigned polling places. At 2:00 p.m. on

November 6th, the board must return to the office to canvass the early voting results. At 8:00 p.m. on November 6th, the board will convene to select the precincts to audit and to convene as the Board of Canvassers to select officers. On November 8th, the first absentee ballot canvass will occur and will begin at 10:00 a.m. On November 14th, the provisional ballot canvass will occur and will begin at 10:00 a.m. On November 16th, the second absentee ballot canvass will occur at 10:00 a.m. Ms. Berry reminded the Board to keep their schedules open because if there is a recount they must be available.

Board Members Political Activities:

Ms. O’Callaghan paid \$80.00 to attend the Carroll County Democratic Club breakfast and \$250.00 to Senator Heidi Heitkamp to the “Act Blue” campaign.

Mr. Manahan paid \$125.00 to attend the Republican “Red, White & Blue” dinner and paid \$90.00 for a silent auction item purchased at the dinner.

Mr. Tegeler paid \$250.00 to attend the Republican “Red, White & Blue” dinner and donated \$25.00 to the Hogan campaign.

Unfinished Business:

None

New Business:

None

Scheduling of Next Meeting:

The next meeting is scheduled for Friday November 16, 2018, immediately following the second absentee ballot canvass. A meeting will be held on Wednesday, December 19, 2018 at 10:00 a.m.

Adjournment:

The meeting was adjourned on a motion by Mr. Tegeler; seconded by Mr. Foster to adjourn the meeting at 10:51 a.m. The motion passed unanimously.

Board of Canvassers:

Mr. Tegler motioned to open the meeting, seconded by Mr. Foster. The motion carried unanimously.

Approval of Minutes:

The Board approved the post-canvass minutes from September 5, 2018, on a motion from Mr. Tegler, seconded by Ms. O'Callaghan. The motion carried unanimously.

Adjournment:

A motion was made by Mr. Tegler, seconded by Mr. Foster to adjourn the meeting at 10:53 a.m.