

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)
elections.carrollcountymd.gov
FAX: 410-876-3925

Carroll County Board of Elections
Board Minutes
February 19, 2020

Present:

Board

Griffith Manahan, President - By Telephone
Laura O'Callaghan, Vice-President
John Woodley, Secretary
Harvey Tegeler
Samuel Foster

Staff

Katherine Berry, Election Director
Paula Troxell, Deputy Director

Attorney

Jay Gullo

Call to Order & Welcome:

Ms. O'Callaghan, Vice-President, called the meeting to order at 10:00 a.m. A quorum was present.

Approval of Minutes:

The Board approved the open minutes from the meeting on January 15, 2020, on a motion from Mr. Tegeler, seconded by Mr. Woodley. The motion carried unanimously.

The Board approved the closed minutes from the meeting on December 18, 2019, on a motion from Mr. Tegeler, seconded by Mr. Woodley. The motion carried unanimously.

Attorney Report:

Mr. Gullo reported that he has been contacted to participate in the conference calls that are conducted for the local board attorneys prior to an election.

Mr. Gullo stated that he did not prepare the guideline document for security measures as requested by the board at the January 15, 2020 meeting, because of the outcome of the Commissioner's meeting that was held on January 23, 2020.

Staff Report:

Ms. Berry provided in her written Director's report the meeting dates that staff have attended or will attend.

Ms. Berry provided updated voter registration statistics in an email.

An election judge manual was provided to each board member.

Check-in judge training has been completed except for one make-up class.

Ms. Berry reported that the online training for chapters 1-4 has been going well and the election judges have provided positive feedback on this training. Positive feedback has also been provided on the in-person training.

The training for voting judges began on Monday and will continue through next week.

Ms. Berry reported that as of today, all election judge positions have been filled and a back-up list is now being created.

The nursing home absentee packets have been mailed to the facilities. Ms. Berry is managing the program and stated that she may need assistance from the Republican board members to visit the nursing homes because as of today, there are no republican volunteers who can assist with this process. Mr. Manahan asked who she was reaching out to because the Republican Central Committee should be able to provide volunteers. Ms. Berry stated that she has only contacted the republican election judges and if she cannot find republican judges to volunteer, she will then reach out to the Republican Central Committee.

The date of the first absentee ballot canvass may change to Friday, May 1st at 9 a.m. A discussion was held as to why the date may change and how a second day canvass would be held if needed.

Ms. Berry reported that the voting equipment is being charged and packed into the carts.

SBE is not requiring the large counties to use the Cradlepoint routers for the primary election, but some LBEs are still using the system as a pilot program. SBE will be testing the network on Thursday and Friday of this week.

Ms. Berry stated that ballot proofing will be completed today. The ballots will be posted on the website and will be displayed until March.

A legislative report was provided to the board. Ms. Berry reviewed the legislative report with the board.

Ms. Berry reported that Ms. Trester's last day was February 11, 2020. The vacant permanent position has been posted and recruitment ends on February 21, 2020. Interviews will be conducted after the recruitment ends so that a selection will be made as quickly as possible.

Ms. Berry reported that interviews were conducted, and no selection has been made for the contractual Election Clerk position.

The office currently has two high school interns that will be working in the office through May.

Board Members Political Activities:

Mr. Manahan reported by email that he paid \$40.00 to the Carroll County Republican Central Committee to attend the legislative breakfast.

Mr. Tegeler reported that he paid \$100.00 to attend a breakfast being held by Judge Richard Titus.

Unfinished Business:

None

New Business:

None

Scheduling of Next Meeting:

The next meeting is scheduled for April 1, 2020, 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 10:35 a.m. The motion passed unanimously.

Closed Meeting Held on February 19, 2020:

Ms. O’Callaghan requested a motion to close the meeting at 10:35 a.m. under General Provisions Article §3-305(b)(10), which exceptions permit closing a meeting to discuss public security, if the public body determines that that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans. The Board closed the meeting to discuss a security plan for polling places. Mr. Tegeler made a motion to convene in closed session; seconded by Mr. Foster. The motion carried unanimously.

Present:

Board:

Griffith Manahan, President - By Telephone
Laura O’Callaghan, Vice-President
John Woodley, Secretary
Harvey Tegeler
Samuel Foster

Staff:

Katherine Berry, Election Director
Paula H. Troxell, Deputy Director

Attorney

Jay Gullo