



Carroll County Board of Elections



300 South Center Street, Room 212 Westminster, MD 21157-5366

410-386-2080

MD RELAY: Call 711 or 800-735-2258 (TTY)

Toll Free: 1-888-302-8978

ccboe@carrollcountymd.gov

elections.carrollcountymd.gov

FAX: 410-876-3925

Carroll County Board of Elections Board Minutes February 21, 2024

Present

Board

Samuel Foster, President, in person
Karen Donaldson, Vice-President, in person
Carol Coley, Secretary, in person
Mitch Edelman, Member, in person
Ben Watson, Member, in person
Jay Gullo, Attorney, virtual

Staff

Erin Perrone, Director, in person
Jennifer Bartholow, Acting Deputy Director, in person
Kimberly Jones, Election Program Supervisor II, virtual
Hunt Hobbs, Election Program Assistant, virtual

Public

Katherine Adelaide, Carroll County Republican Central Committee, in person
Cheryl Steinbacher, Co-Chair, League of Women Voters, Carroll County, in person

Call to Order & Declaration of Quorum

Mr. Foster called the meeting to order at 10:02 am and declared a quorum was present.

Welcome

Mr. Foster welcomed those in attendance and introduced the members of the public, Ms. Adelaide, and Ms. Steinbacher, that were present.

Additions to the Agenda

Mr. Foster asked if any there were any additions to the agenda. There were no additions added to the agenda.

Approval of Minutes

The Board approved the minutes from the January 17, 2024, meeting on a motion from Ms. Coley, seconded by Ms. Donaldson. The motion carried unanimously.

Correspondence

Ms. Perrone shared two pieces of correspondence. The first was from the State Department addressed to Mr. Jared DeMarinis regarding the names of the Presidential candidates that

will be included on the 2024 primary ballots. The second was from the Union Mills Homestead Foundation regarding a voting display they are having at their museum. They have requested election related items that they can distribute to their visitors starting in May.

Attorney Report

Mr. Gullo explained that he is still waiting to follow up on the Memorandum of Understanding (MOU) regarding voting irregularities because the State has not finalized the MOU. Once the State has completed their process, he will proceed as previously discussed at the December 13, 2023, and the January 17, 2024, board meetings.

Mr. Gullo discussed the responsibilities of the board members during the election and canvassing period. A schedule will be prepared alerting the board as to when a quorum is needed.

Election Director's Report

Public Information Requests & Correspondence

- Request from James P Randisi (Towson) – due February 23, 2024
- Request from Christopher Gleason (For the Justice Society) – due March 13, 2024
 - Ms. Perrone stated that both requests will be fulfilled.

Important Meetings and Events

- January 31st – PIA Request Training hosted by SBE for Erin, Jen & John Michael
- February 9th – Candidate Filing Deadline at 9:00 pm
- February 9th – “I Voted” sticker reception – very successful and a good turnout
- February 15th – In-person Election Directors’ Meeting hosted by SBE at Anne Arundel County followed by a micro tabletop exercise – this was attended by Ms. Perrone, Ms. Bartholow, Ms. Smith, and Ms. Faber from the office staff
- February 19th – Office closed in observance of President’s Day
- February 22nd – State Board Meeting at 1:30 pm
- February 26th – Meeting with transportation company who delivers the voting equipment to the polling locations
- February 27th – MAEO Meeting in Baltimore County
- March 6th – Election Judge Training Starts!
- March 18th – Call center begins
- March 20th – Narcan Training with Health Department at 9:00 a.m.
- March 21st – SBE/LBE Collaboration Meeting hosted by SBE followed by the Election Director Internal Planning Meeting

Candidate Filing

- The deadline to file for candidacy was Friday, February 9, 2024, at 9:00 pm

Contest	Number of Candidates	Number of Democratic Candidates	Number of Republican Candidates
President of the US	5	3	2
U.S. Senator	18	10	8
Congressional District 2	9	6	3
Congressional District 3	31	22	9
Delegates to the RNC – CD2	8	0	8
Delegates to the RNC – CD3	9	0	9
Alternate Delegates to the RNC – CD2	5	0	5
Alternate Delegates to the RNC – CD3	4	0	4
Delegates to the DNC – CD2	16	16	0
Delegates to the DNC – CD3	25	25	0
Board of Education	4	0	0

- “Collapsed” Contest – Board of Education – heavy social media and website information campaign
 - Ms. Perrone explained that the Board of Education contest has collapsed. There needed to be at least 5 candidates for this contest to be on the primary ballot. Since only 4 candidates filed, this contest will automatically go to the general election. There will not be a nonpartisan ballot during the primary election. A memo will be sent to candidates and the central committees as suggested by Ms. Coley. Ms. Steinbacher asked what the last day for a voter is to change their party. Ms. Perrone stated that date is Tuesday, April 23, 2024. There will also be an information campaign with a heavy presence on social media to share this news as well as updates to the website.

Voter Registration

- Monthly statistical reports are available on our website. The link to the reports is <https://elections.carrollcountymd.gov/monthlyStats.aspx>.
- Day to day electronic batches and processing mail

Mail-in Ballots

Date	Total MIBs	Domestic	UOCAVA	Non Perm MIBs	Perm MIBs	Mailed	Web Delivery	Large Print
10/10/2023	10,491	10,447	44	-	10,416	9,289	1,201	1
11/08/2023	10,501	10,458	43	79	10,422	9,286	1,214	1
12/06/2023	10,482	10,439	43	87	10,395	9,268	1,213	1
01/10/2024	10,488	10,442	46	95	10,393	9,272	1,215	1
02/14/2024	14,461	14,397	64	1,635	12,826	12,896	1,564	1
Change since previous month	+3,973	+3,955	+18	+1,540	+2,433	+3,624	+349	0

- Mail-in ballot applications – mailed in early January
 - Ms. Perrone stated that the number of mail-in ballot requests increased significantly because of the mailing.
- Envelopes and oaths are kept for 22 months unless we are ordered to hold them longer.

Ballot Drop Boxes

- *Ballot Drop Boxes: Chain of Custody Procedures for Removal & Return of Election Materials* - a handout from SBE was provided
 - Ms. Perrone explained the drop box paperwork and the new forms for 2024.
- Daily schedule – beginning around Tuesday, April 2nd.
 - Ms. Perrone explained that we are still waiting on a date that the drop boxes will be delivered and the date we begin daily pickups will depend on the delivery schedule. Ms. Perrone requested that the board members submit their schedules for availability on assisting with drop box pickups. She is going to contact the other counties to find out who uses board members for ballot drop box pickup. It was asked if the board members get a criminal background check and how we will proceed with getting that done. The county will also be contacted about getting county badges for those board members who do not currently have them.

Early Voting Centers/Polling Places

- Alternate Early Voting Center
 - Ms. Perrone explained that we only need one alternate location which is the Robert Moton Gym. It is in the same building as the CCBOE main office. This has been submitted to SBE.

Election Judges

- Election Judges' Manual
 - The county is working on printing manuals, and it should be completed soon.
- Online training platform (Google Classroom)
 - The staff will have the online training platform available today for the election judges to begin training.
- Training videos
 - Ms. Perrone gave kudos to office staff for all their hard work – Mr. DeLima and Ms. Smith.
- Recruitment update
 - Ms. Bartholow stated that the current election judge needs are – 23 for election day and 45 for early voting.

IT/Warehouse

- Receiving supplies needed to conduct the election
- Preparing and packing supplies – to be deployed to the polling places

Personnel

- Staff presence in the office
 - Ms. Perrone stated that the office staff is now in the office daily and no longer teleworking unless needed for personal reasons.
- Interns – Austin and Fle
 - Both interns are students from Liberty High School. Austin has been helping with preparing supplies in the warehouse. Fle has been a page in previous years and is also a part of the Student Page Program for Maryland. She is very interested in legislation. They have both been background checked and will be trained in MDVOTERS.
- Deputy Director Recruitment
 - Ms. Perrone explained that the changes to the job requirements have been approved by DBM and HR will be posting the job again soon.

Budget/County

- New building update
 - Ms. Perrone stated that she has received blueprints with details of the new building and the county is working directly with the construction team.
- Sample Ballot Procurement process
 - Ms. Perrone explained that we are currently waiting on a vendor and the new print items will have our P.O. Box on them to help with the mail process.
- FY25 Budget
 - Ms. Perrone and Ms. Bartholow met with the budget analyst, Ashleigh Smith.

Legislation

Ms. Perrone provided a handout with the legislative bills listed. She explained some of the bills that the board would have an interest, including HB1303 and HB585. Ms. Perrone discussed the bill that proposed curbside voting. Typically, when MAEO gives testimony on any of the bills, the testimony is for informational purposes only.

2024 Board Meetings

- March 20, 2024 – Narcan Training at 9 am, Board Meeting a 10 am
- April 17, 2024 – Heather DeWees will be swearing in the Board of Canvassers
- No Meeting in May
- June 19, 2024
- July 17, 2024
- No Meeting in August
- September 18, 2024
- October 16, 2024

2024 Election Save the Date!

- April 8 – May 14, 2024 – Drop Box Pick-Ups
- April 22, 2024 – First Mail-In Ballot Canvass
- May 2-9, 2024 – Presidential Primary Early Voting
- May 14, 2024 – Presidential Primary Election Day

- May 16, 2024 – Mail-In Ballot Canvass
- May 22, 2024 – Provisional Ballot Canvass
- May 24, 2024 – Final Canvass & Certification
- September 30 – November 5, 2024 – Drop Box Pick-Ups
- October 15, 2024 – First Mail-In Ballot Canvass (*Note the date change*)
- October 24-31, 2024 – Presidential General Early Voting
- November 5, 2024 – Presidential General Election
- November 7, 2024 – Mail-In Ballot Canvass
- November 13, 2024 – Provisional Ballot Canvass
- November 15, 2024 – Final Canvass & Certification

Unfinished Business

There is no unfinished business to report.

New Business

There was no new business to present.

Disclosure of Campaign Contributions

No contributions were reported.

Date of Next Meeting

The next board meeting will be held on Wednesday, March 20, 2024, at 10:00 am.

Adjournment and Closed Session

The motion for adjournment was made by Ms. Donaldson. Mr. Edelman seconded the motion. The meeting was adjourned at 11:03 am. Mr. Gullo proposed that the Board go into closed session to discuss confidential voters and for an employee review.

Closed Meeting: This part of the meeting will be closed in accordance with Open Meetings Act, Title 10, Subtitle 5, Section 3-305(b) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction.