



# Carroll County Board of Elections



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## Carroll County Board of Elections Board Minutes July 17, 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, Deputy Director, in person  
Mia Faber, Election Program Supervisor, virtual  
Kimberly Jones, Election Program Supervisor II, virtual  
Isaac Nogueron, Election Program Assistant, virtual

#### *Public*

Cheryl Steinbacher, League of Women Voters, Carroll County, in person

### **Call to Order & Declaration of Quorum**

Mr. Foster called the meeting to order at 10:01 am and declared a quorum was present.

### **Welcome**

Mr. Foster welcomed those in attendance and introduced the members of the public.

### **Additions to the Agenda**

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

### **Approval of Minutes**

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

The Board also approved the minutes from the May 14, 2024, meeting on a motion from Mr. Watson, seconded by Ms. Coley. The motion carried unanimously.

### **Correspondence**

Mr. Foster asked if there were any correspondence to share. Ms. Perrone stated that there was no correspondence to share at this time.

### **Attorney Report**

Mr. Gullo shared information regarding the video records of the drop boxes located in Carroll County. He has been discussing the situation with the Carroll County Attorney. Currently, the official custodian of the camera footage is the Carroll County Government. They will create a memorandum of understanding to change the official custodian of the camera footage to the Carroll County Board of Elections. This will allow any PIA requests to be approved by the Carroll County Board of Elections and if Carroll County Government is contacted first, they would forward the request to the Carroll County Board of Elections for approval before releasing the footage.

Ms. Coley thought this was a good idea and Mr. Edelman agreed that having one point of contact would be best for the citizens. Ms. Donaldson questioned if there would be a deadline for their response time and Mr. Gullo explained that state law requires PIA requests to be responded to within 30 days. Mr. Watson asked about the timeline for data retention. Ms. Perrone responded that election materials are required to be retained for 22 months.

Mr. Gullo reminded the board members to request their MAEO ballot and shared that Ms. Perrone will be running for MAEO President. Ms. Perrone explained that MAEO stands for the Maryland Association of Election Officials. Ms. Perrone stated to the board members that although she is running for this office her priority is to the Carroll County Board of Elections, the staff members and the voters of Carroll County.

### **Election Director's Report**

#### **Public Information Requests**

- Request received on 5/14/2024 from Christopher Gleason (For the Justice Society) – response sent on 05/20/24

#### **Important Meetings and Events**

- June 20<sup>th</sup> – SBE/LBE Collaboration Meeting – Erin & Jen – formerly known as the Election Directors' Meeting
- July 4<sup>th</sup> – Office Closed – 4<sup>th</sup> of July
- July 18<sup>th</sup> – SBE/LBE Collaboration Meeting – Erin & Jen
- July 25<sup>th</sup> – SBE/LBE Collaboration Meeting – Erin & Jen
- August 6<sup>th</sup> – Special Election in Prince George's County
- August 13<sup>th</sup> – In-person SBE/LBE Collaboration Meeting and tabletop exercise at Anne Arundel – Erin & Jen
- August 20<sup>th</sup> – MAEO Conference – Baltimore County – 1 day conference. There is no cost for this event, and it is voluntary for board members to attend in person or virtually. We can arrange for a county vehicle if needed.

**2024 Presidential Primary Election**

- Lessons learned with staff – we have added first aid kits for each polling place.
- Election Judge Lessons Learned with SBE
- Mail-in Ballot Lessons Learned with SBE
- Concerns from the Board – Ms. Coley has concerns about the parking and accessibility at Coppermine Pantherplex. Ms. Perrone stated that this concern will be addressed during the In-Person Voting section of the Director’s Report.

**Voter Registration**

- Monthly statistical reports are available on our website. The link to the reports is <https://elections.carrollcountymd.gov/monthlyStats.aspx>.
- Advanced deadline to register to vote and change party affiliation – Tuesday, 10/15
- Day to day electronic batches and processing mail

**In-Person Voting**

- Voter Experience Survey – the survey was posted on social media, and we have had seven responses at this time. Ms. Donaldson suggested boosting the post but was concerned about the cost involved. Ms. Perrone shared that the staff is creating a sign with a QR code available to the voters for the general election so they can scan and complete their survey right away.
- Early Voting Centers – Ms. Perrone stated that the Coppermine Pantherplex early voting center will be relocated from the gymnasium to the media center.
- Polling Places – there will be no polling place changes for the general election unless there is an emergency.

**Mail-in Ballots**

**2024 Presidential General Election**

Date	Total MIBs	Domestic	UOCAVA	Non-Perm MIBs	Perm MIBs	Mailed	Web Delivery	Large Print
06/03/2024	17,298	17,201	97	2,875	14,423	15,474	1,821	3
07/10/2024	17,439	17,328	111	2,958	14,481	15,581	1,854	4
Change since previous month	+141	+127	+14	+83	+58	+107	+33	+1

**Ballot Drop Boxes**

- Placed week of September 23<sup>rd</sup>

**Election Judges**

- Election Judge Survey was sent out with 95% of judges responding.
- Recruitment Update – 25 openings currently – very high return rate from the primary.
- Recruitment Efforts – outreach events, election recruitment video

- Reviewing the online and in-person training
- Developing training schedule

### **IT/Warehouse**

- Post-Election Maintenance
- Cleanup from the primary election

### **Personnel**

- Election Program Assistant I Recruitment – job posting was unsuccessful.
- Election Program Specialist II Recruitment – active recruitment with the ability to hire two full time staff members from the same recruitment.

### **Budget/County**

- New building update – nothing current to share.
- Happy New Fiscal Budget Year!

### **2024 Board Meetings**

- No Meeting in August
- September 18, 2024 – Heather DeWees – Swearing in for the Board of Canvassers
- October 16, 2024
- No Meeting in November
- December 18, 2024
- January 15, 2025
- February 19, 2025
- March 19, 2025
- April 16, 2025

### **2024 Election Save the Date!**

- October 15, 2024 – Pre-Election Day Mail-In Ballot Canvass
- October 24-31, 2024 – Presidential General Early Voting
- November 5, 2024 – Presidential General Election
- November 7, 2024 – Mail-In Ballot 1 Canvass
- November 13, 2024 – Provisional Ballot Canvass
- November 15, 2024 – Mail-in Ballot 2 Canvass Canvass & Certification
- February 19, 2025 – Manual Audit

### **Unfinished Business**

There is no unfinished business to report.

### **New Business**

There is no new business to report.

**Disclosure of Campaign Contributions**

Mr. Edelman and Ms. Coley donated \$100 to Slate for Student Success – Muri Lynn Dueppen & Dr. Amanda Jozkowski.

**Date of Next Meeting**

There will not be a board meeting scheduled for August. The next scheduled meeting is Wednesday, September 18, 2024.

**Adjournment**

The motion for adjournment was made at 10:35 am by Ms. Coley. Ms. Donaldson seconded the motion.