



# 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 17, 2021

### **Present:**

#### *Board*

Griffith Manahan, President

John Woodley, Secretary, by telephone

Laura O'Callaghan, Vice President, by telephone

Samuel Foster

Harvey Tegeler, by telephone

#### *Staff*

Katherine Berry, Election Director

Paula Troxell, Deputy Director

Jay Gullo, Attorney, by telephone

### **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 December 16, 2020 meeting on a motion from Mr. Tegeler, seconded by Mr. Foster. The motion carried unanimously.

### **Attorney Report:**

Mr. Gullo reported that the State Attorney's office had contacted Ms. Berry regarding the election irregularities that were turned over to them. He stated that he will not follow up with the State Attorney's office on this matter unless the Board directs him to do so. Mr. Manahan stated he did not believe that Mr. Gullo needed to contact the State Attorney's office regarding this matter.

As he reported at the last meeting, there is an outstanding personnel matter that does not rise to the need for the Board to meet in closed session. Mr. Gullo stated that the personnel matter is ongoing and will be resolved in the future. He will keep the Board up to date on this matter.

**Staff Report:**

**Announcements & Important Meetings:**

Ms. Berry reported that she is working on the budget and the budget meetings are listed in her report. Ms. Berry stated that the State Board of Elections has a new member and will have another new member in a few months.

**Voter Registration:**

The voter registration backlog has been completed.

ERIC reports were processed in January. Mr. Manahan asked if the office received many records to update. Ms. Troxell stated that the number of records received were approximately the same numbers that are normally received. Ms. Berry stated that in January, 145 voters were removed due to death and the number of active registered voters as of January is 127,000. This is shown on the Monthly Statistical Report that is posted on the office's website.

**IT/Warehouse:**

Ms. Berry, Ms. Jones and Mr. DeLima continue to participate on the focus groups for the pollbook project.

Ms. Berry reported that the Town of Sykesville will be borrowing a drop box for their municipal election. She offered all municipalities the use of the drop boxes for their election.

**Polling Places/Election Judges/Redistricting/Candidate Filings:**

Ms. Berry reminded the Board that a few weeks ago she shared by email SBE's report on the 2020 election.

Staff will be reviewing all polling places and early voting centers currently used to determine future use. This review will not begin until mid-April.

Ms. Berry stated that the Board should begin thinking about the third and optional fourth early voting center locations. She explained that the current early voting centers need to be moved because of the space that will be needed to manage the number of ballot styles for the 2022 election. Ms. Berry also asked the Board to provide any concerns they may have about any other polling places that are currently being used. Mr. Manahan said that he wants Ms. Berry to also provide suggestions for sites that could be used as early voting centers at a future meeting.

Ms. Berry reported that redistricting will be delayed until the fall.

Ms. Berry explained that more drop boxes may be required. The Board, Election Director and the Deputy Director will need to discuss how to manage the drop boxes. Mr. Manahan requested that Ms. Berry provide ideas on how to manage the drop boxes at a future meeting.

Candidate filings will begin on February 23, 2021 for the 2022 election. Ms. Berry sent a memo to the media and to both central committees regarding filing for an office.

Redistricting will occur in early 2022 and there may be instances where a candidate files for a district but because of redistricting the district is changed. Ms. Berry reported that a notice will be provided to the candidate when they file explaining that the district may change due to redistricting.

### **Redistricting:**

Ms. Berry explained that a committee to review the commissioner boundaries should be appointed by May 1, 2021 and recommendations should be submitted by December 2021. A representative from the Board of Elections will need to be appointed. Ms. Berry stated that she sent an email to the county several weeks ago regarding this committee and she has not received a response to that email.

### **Legislation:**

The legislative session convened on January 13, 2021.

MAEO is tracking many election bills. Ms. Berry provided by email a legislative handout that provides information on each election bill.

A congressional bill HR1 is also being followed closely. Ms. Berry explained that some of the items in the bill include 15 early voting days, campaign finance, risk limiting audits and other election related items.

Ms. Berry opened the floor for discussion regarding the legislative bills provided in her handout. A brief discussion occurred regarding the election bills. Mr. Manahan asked if the county is aware of the resources that will be needed for the office if these bills pass. Ms. Berry explained that she has made her budget analyst aware of these bills and that more staff and office space will be needed. Mr. Manahan stated that the county has a liaison that works in Annapolis and reports to the Commissioners on current legislation. Ms. Berry agreed with Mr. Manahan's statement, but she stated that the liaison normally does not report on election related legislation.

### **Personnel & Budget:**

Ms. Berry stated that staff are cross-training and updating written procedures.

Ms. Berry reported that county budget processes have begun.

Ms. Berry stated that the biennial conference is required for all board members and will take place in conjunction with the MAEO conference. The MAEO conference has been moved from May to August.

Ms. Berry reminded the Board that the board meetings are listed on her report and the next meeting will be held on April 21, 2021.

**Board Members Political Activities:**

None

**Unfinished Business:**

Ms. Berry will provide an analysis of the staff's overtime for a vote-by-mail election as compared to an in-person election.

**New Business:**

None

**Scheduling of Next Meeting:**

The next board meeting will be held on Wednesday April 21, 2021 at 10:00 a.m.

**Adjournment:**

The meeting was adjourned on a motion by Mr. Foster; seconded by Mr. Woodley to adjourn the meeting at 10:49 a.m. The motion passed unanimously.