



# Carroll County Board of Elections



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## Carroll County Board of Elections Board Minutes October 20, 2020

### **Present:**

#### *Board*

Griffith Manahan, President

John Woodley, Secretary

Laura O'Callaghan, Vice President

Samuel Foster

Harvey Tegeler

#### *Staff*

Katherine Berry, Election Director

Paula Troxell, Deputy Director

Jay Gullo, Attorney

### **Call to Order & Welcome:**

Mr. Manahan, President, called the meeting to order at 4:48 p.m. A quorum was present.

### **Approval of Minutes:**

The Board approved the minutes from the October 7, 2020 meeting on a motion from Mr. Tegeler, seconded by Mr. Foster. The motion carried unanimously.

### **Attorney Report:**

Mr. Gullo reported that he participated in the attorney call last week and there were several directives sent to the Election Directors and the attorneys. One of the directives was regarding the "mask" policy and this policy continues to be an issue. SBE's policy states that the voter refusing to wear a mask must be allowed to vote a provisional ballot outside of the polling place. Ms. Berry read the policy to the board members. Ms. Berry explained that she has conducted conference calls with the chief judges and has instructed them where in the facility to have voters vote that are not wearing a mask. She explained that the chief judges expressed concern with election judges being out of the polling room to assist a voter that is not wearing a mask. The judges also shared their concern with working with voters without a mask. Ms. Berry reported that a voter has contacted the office stating that they have a medical disability and cannot wear a mask and does not want to vote outside. A discussion occurred regarding the "mask" policy.

Mr. Gullo stated that there was also a discussion regarding voters in line when the polls close at 8:00 p.m. The discussion is whether the last person in line is a car trying to park in the parking lot or a voter standing in line. The advice that was provided was to have someone get behind a car that is pulling into the parking lot at 8:00 p.m. Ms. Berry said that she has contacted the Sheriff's department about the possibility of this policy. Mr. Gullo stated that we are waiting on SBE and the Attorney General's office for final instructions. Mr. Gullo stated that when the directive is issued a policy will have to be made by the board.

Ms. Berry reported that Ms. Lamone asked that the Election Directors remind their staff and election judges to review the extended hours procedures. Ms. Lamone said that the ballot drop boxes may be included in the extended hours court order and that ballots received after 8:00 p.m. in the drop boxes must be marked with an "E" to indicate that the ballot was received during extended hours. Ms. Berry stated that she has made the Sheriff's department aware that extended hours may include the drop boxes.

Mr. Gullo provided the board with a statement that he prepared that addresses the issue of voters who vote twice. He requested that the board members review the statement and provide feedback to him. This statement would be released by the Carroll County State's Attorney's office. A discussion occurred regarding the media release and Ms. Berry read the regulations in COMAR for voters that return two voted ballots. Mr. Tegeler motioned that we make communication with the Carroll County State's Attorney's office with regard to suspected voter fraud or misconduct; Mr. Woodley seconded the motion. The motion carried unanimously.

### **Staff Report:**

#### **Voter Registration**

SBE has mailed a post card to individuals from the MVA's database who are not already registered to vote.

#### **VOTE BY MAIL**

The vendor will mail the final set of ballots at the end of the week.

The deadline to request a mail in ballot is today.

Ms. Berry stated that the office continues to make appointments for voters to come to the office to receive their ballot.

The office is contacting voters who have not signed their oaths on the ballot envelope.

Ms. Berry provided an integrity report to the courts in case they receive mail in ballots in their drop boxes. There have been no ballots received by the Carroll County courts, but other counties have

reported this issue. Ms. Berry has been working with Heather DeWees, Clerk of the Court on the proper notification to all of the court offices in Carroll County.

Ms. Berry provided the upcoming canvass schedule to the Board. She has also posted the schedule on the office's website.

**IT/Warehouse**

Ms. Berry requested two volunteers to assist with the voting equipment delivery. She said that the volunteers are needed from 7:00 a.m. until 4:00 p.m. Mr. Woodley stated that he had already volunteered to help, and Mr. Foster stated that he could assist with equipment delivery. Mr. Tegeler and Mr. Manahan provided an overview of how the delivery is handled.

Ms. Berry provided each board member with a binder that contains their assigned polling place to evaluate during early voting and on election day. The binder also includes a mileage and meal reimbursement form. Ms. Berry explained the other forms that were included in the binder.

Ms. Berry reviewed the next board meeting and important dates that are listed in the Director's report. She requested that the Board put these dates on their calendar.

Mr. Manahan stated that he does not believe it is necessary to pick ballots up twice a day from the drop boxes. Mr. Manahan made a motion to pick the ballots up once a day from the drop boxes beginning today through Monday November 2<sup>nd</sup>; seconded by Mr. Tegeler. The motion carried unanimously.

**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 Friday November 13, 2020, immediately following the Board of Canvassers meeting.

**Adjournment:**

The meeting was adjourned on a motion by Mr. Foster; seconded by Mr. Woodley to adjourn the meeting at 5:46 p.m. The motion passed unanimously.