

August 11, 2011

Meeting of the Anne Arundel County *Board of Elections*, Anne Arundel County Government Office Bldg., Glen Burnie, Maryland.

*Attendees:*

Barbara Fisher, Board President  
John Ensor, Board Member  
William Voelp, Board Member  
James Praley, Board Attorney  
Joseph A. Torre III, Director  
David Garreis, Deputy Director  
Chelsea Baranoski, Recording Secretary

*Absent:*

K. Jill Barr, Board Member  
Michael Malone, Board Secretary

**Declaration of a Quorum Present**

Mrs. Fisher, Board President, called the meeting to order at 9:05 A.M.

**Approval of the July Board Meeting Cancellation Statement and the June 9, 2011 Board Meeting Minutes**

Mr. Ensor, Board Member, made a motion to approve the July Board Meeting Cancellation Statement and the June 9, 2011 Board Meeting minutes as submitted. Mr. Voelp, Board Member, seconded the motion and the motion passed unanimously.

**Anne Arundel County Board of Elections By-Laws**

The Board reviewed the Anne Arundel County Board of Elections By-Laws accepted by the previous Board dated August 12, 2008. After discussion, the Board amended the dates of the Board meetings to the second Thursday of each month. No other amendments were made to the By-Laws. Mr. Ensor, Board Member, made a motion for approval of the Anne Arundel County Board of Elections By-Laws as amended. Mr. Voelp, Board Member, seconded the motion and the motion passed unanimously.

Mr. Praley, Board Attorney, stated he would amend the By-Laws and have the Board sign them at their next Board meeting.

**Reformatting the Board Meeting Agenda**

Mr. Torre reviewed the format of the Board Meeting Agenda proposed at the 2011 MAEO/Biennial Conference. The Board unanimously decided to reformat the Board Meeting Agenda according to the standards proposed at the 2011 MAEO/Biennial Conference.

## Correspondence

The Board reviewed correspondence including the following:

- Anne Arundel County Board of Elections Board Members Contact Information.
- Correspondence from State Board of Elections (SBE), including:
  - County Bulletin, Volume 7, Issue 11 including the following attachment:
    - 2011-2012 *Voting in Maryland* Brochure.
  - County Bulletin, Volume 7, Issue 12 including the following attachments:
    - Instructions and Information for Challengers, Watchers, and Other Election Observers.
    - Affidavit for Challenger & Challenged Voter.
    - Challenger & Watcher Certificate.
    - LBE Canvass Instructions.
  - County Bulletin, Volume 7, Issue 13 including the following attachments:
    - Provisional Ballot Issue Reasons – Examples.
    - General Information for Challengers & Watchers – Opening the Polls.
    - General Information for Challengers & Watchers – Closing the Polls.
  - County Bulletin, Volume 7, Issue 14 including the following attachments:
    - First-Class Election Mail PowerPoint from the United States Postal Service.
      - There will be a new first-class “Official Election Mail” rate for all election mail.
- *The Registrar*, Volume 6, Number 10 including the following attachment:
  - Data Quality Checks Guide.
- *The Registrar*, Volume 6, Number 11 including the following attachment:
  - Petition Name Change Verification Letter.

- *The Registrar*, Volume 6, Number 12.
- *The Registrar*, Volume 6, Number 13.
- *The Registrar*, Volume 6, Number 14 including the following attachments:
  - Copy of the lawsuit complaint regarding the Statewide Referendum Petition for Senate Bill 167, Chapter 191 of the 2011 Laws of Maryland, An Act concerning Public Institutions of Higher Education - Tuition Rates - Exemptions.
  - Draft of SBE's Voter Registration Volunteer Training and Information Guide.

The Board discussed the petition litigation regarding the Statewide Referendum Petition for Senate Bill 167. Mr. Praley explained the litigation to the Board members.

### **Redistricting**

Mr. Torre and Mr. Garreis informed the Board of the following:

- MDVOTERS Street Files are being compared to the Anne Arundel County GIS MapOptix to create an exception report, which is in the process of being verified.
  - There is an 80 percent match and a 20 percent exception between MDVOTERS Street Files and GIS MapOptix.
  - Ms. Linda Allen and Mrs. Cynthia Woodward are processing the exception report.
- The goal is for MDVOTERS Street Files to match MapOptix. This is a precursor to redistricting.
  - Once MapOptix matches MDVOTERS, it will be easier to adjust the precinct lines for redistricting.
  - The Anne Arundel County Board of Elections Redistricting Project Team will work with the County GIS Department to make redistricting updates to the maps in MapOptix.
- Timetable: Complete the Congressional Redistricting Lines before the 2012 Presidential Primary Election. Legislative Redistricting Lines will be completed in 2013.
- Moving forward, the office will receive street changes and additions from the County GIS Department as they occur.

## 2012 Presidential Elections

Mr. Torre and Mr. Garreis informed the Board of the following:

- Polling Place Department:
  - The Anne Arundel County Board of Elections will no longer use certain churches as polling places due to issues regarding the posting of campaign signs during the 2010 elections.
  - The voters at the St. Andrews by the Bay Catholic Church polling location will be relocated to Broadneck High School.
  - The voters at the Riva Trace Baptist Church polling location will be relocated to Davidsonville Elementary School.
  - The voters at the Our Shepherd Lutheran Church polling location will be relocated to Shipley's Choice Elementary School.
  - The voters at the St. Matthews United Methodist Church polling location will be relocated to Shady Side Elementary School.
  - The voters at the Prince of Peace Church Annex polling location will be relocated to Crofton Elementary School. Prince of Peace was not an ADA compliant location.
  - The Anne Arundel County Police Department requested that Severn Fire Station #4 no longer be a polling place due to traffic congestion. The voters at the Severn Fire Station #4 polling location will be relocated to Ridgeway Elementary School.
  - Letters were sent to confirm and reserve all polling places for the 2012 Primary and General Elections.
- Election Workers Department:
  - The Election Workers Department is creating videos of training class lectures and is updating the Anne Arundel County Board of Elections website with recruiting efforts.
  - The Election Judges will be able to use Eventbrite, a free event management website, to schedule their training classes.
  - There will be a password protected area for Election Judges to view training materials on the Anne Arundel County Board of Elections website.
  - 13,000 interest letters were sent to prospective Election Judges for the 2012

elections.

The Board reviewed the following:

- The 2012 Presidential Election Calendar.
  - The yellow highlights on the Election Calendar pertain to dates that are important for the staff in the office.
  - The green highlights on the Election Calendar pertain to dates that are important for the Board.

The Board discussed possible dates for the 2012 Presidential Election Public Logic and Accuracy Testing. The Public Logic and Accuracy Testing must occur at least fourteen days prior to the election. After discussion, Mrs. Fisher suggested that the Public Logic and Accuracy Testing for the Presidential Primary Election be held on March 15, 2012 at 9:00 A.M. Mrs. Fisher also suggested that the March Board meeting follow the Public Logic and Accuracy Testing. Since two Board Members were absent, the Board will confirm the dates at its September Board Meeting.

Mr. Garreis informed the Board of the following requirements for the 2012 Primary Election:

- The Board must attend the Public Voting System Logic and Accuracy Testing.
- The Board should be available by telephone throughout the duration of Early Voting, including Sunday. The office will setup a conference bridge so all Board Members can be on conference call if they are called upon during Early Voting.
- The Board will need to be present for the Presidential Primary Election on April 3, 2012.
- The Board must divide its time between visiting the polling places and staying at the Board of Elections on Election Day.
- The Board is required to complete polling place surveys during their polling place visits on Election Day.
- The Board must attend the April 5, 2012 Absentee 1 Canvass at 10:00 A.M.
- The Board must attend the April 11, 2012 Provisional Canvass at 10:00 A.M.
- The Board must attend the April 13, 2012 Absentee 2 Canvass at 10:00 A.M.
- The Board President and the Board Secretary must be available to sign the official results after the Absentee 2 Canvass.
- For the 2012 Presidential General Election, the Board is also required to attend Public

Logic and Accuracy Testing, be available throughout the duration of Early Voting and Election Day, and attend the Absentee 1, Provisional, and Absentee 2 Canvasses.

### Additions to the Agenda

Mr. Garreis informed the Board of the following:

- The Performance Evaluation Program (PEP) will begin on Monday, August 15, 2011. Mr. Torre and Mr. Garreis will schedule a time to meet with each State employee to review their job duties and performance expectations.
  - Copies of position descriptions have been distributed to all State employees.
  - Mrs. Fisher asked if any of the Board members could attend the PEP meetings.
    - Mr. Torre stated that the Board members are more than welcome to attend all PEP meetings.

The Board discussed their roles and responsibilities for the 2013 Annapolis City Election.

The Board reviewed the following:

- June 22, 2011 request from the Wicomico County Board of Elections to the other 23 Local Boards of Elections regarding 4 Resolutions for consideration. The Wicomico County Board of Elections wanted to know if the Anne Arundel County Board of Elections is interested in joining them in bringing the following four resolutions to the Maryland State Board of Elections:

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- Resolution 1 Request the State Board, the MAEO Board, or both, initiate a drive to exempt Election Judge pay from Maryland state taxes and unemployment compensation limits.  
(To be submitted to the Maryland Comptroller.)
- Resolution 2 Request the State Board, the MAEO Board, or both, initiate a drive to exempt Election Judge pay from federal taxes.  
(To be submitted to the Maryland congressional delegation.)
- Resolution 3 Request that the State Board allow the local boards to “opt out” of the statewide voting equipment delivery contract.  
(To be submitted to the State Board of Elections for their consideration and approval.)
- Resolution 4 Request a General Assembly bill prohibiting a candidate from being a challenger / watcher in an election where they are on the ballot.  
(To be submitted to the State Board of Elections for their consideration and approval.)

- The Board unanimously motioned to approve Resolutions 1 and 2 and did not approve Resolutions 3 and 4.
  - Mrs. Fisher, as Board President, signed the Wicomico County Resolution Form and gave it to Mr. Torre to forward to Anthony Gutierrez, Director of the Wicomico County Board of Elections.
- June 30, 2011 VR-017 Political Party Report.
  - July 29, 2011 VR-017 Political Party Report.
  - Five Election Administration Reports.

**September Board Meeting Date**

The September Board meeting will be held on Thursday, September 8, 2011 at 9:00 A.M.

**Adjournment**


Mr. Ensor, Board Member, made a motion to adjourn the meeting. Mr. Voelp, Board Member, seconded the motion and the motion passed unanimously. The meeting adjourned at 10:41 A.M.

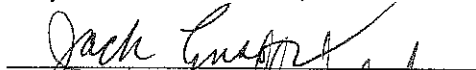
Respectfully submitted,



Chelsea Baranoski  
Recording Secretary

Approved:







cc: State Board of Elections  
Board Members  
County Executive  
County Council Members  
County State Delegation  
Budget Office