

February 8, 2018

Meeting of the Anne Arundel County Board of Elections, 6740 Baymeadow Drive, Glen Burnie, Maryland 21060

Attendees:

William Voelp, Board President
Brenda Yarema, Board Secretary
Laura Graham, Board Member
James Praley, Board Attorney
Joseph A. Torre III, Director
David Garreis, Deputy Director

Participated via conference call:

John Ensor, Board Vice President

Absent

Tryphena A. Ellis-Johnson, Board Member

Declaration of a Quorum Present

Mr. Voelp called the meeting to order at 8:35 A.M.

Approval of Board Meeting Minutes

Mrs. Yarema made a motion to approve the minutes of the January 11, 2018 Board Meeting. Mr. Ensor seconded the motion and the motion passed unanimously.

Additions to the Agenda

The Board reviewed the January 2018 Monthly Statistical Report, the January 2018 Political Party Report, and the February 7, 2018 Public Candidate List for the 2018 Gubernatorial Elections.

Election Director's Report

The Board reviewed the January 2018 Election Director's Report and discussed the following:

- **Administration**

The Administrative Division has completed Invitations for Bid for the 2018 Election Judges Manual, 2018 Early Voting Supplemental Manual, and the Specimen Ballots for the 2018 Gubernatorial Primary and General Elections. The Division also contacted vendors regarding addressing and mailing change-of-address postcards, voter notification cards, and confirmation cards.

The Division has also been conducting interviews and on-boarding new temporary employees for the Election Worker Division, including temporary employees who will train Election Judges for the 2018 Primary Election, and assisting candidates filing for office. The Candidate Filing deadline for the 2018 Gubernatorial Elections is February 27th.

- **Absentee Voting Division**

The Absentee Voting Division processed 1,415 absentee ballot applications for the 2018 Gubernatorial Elections, including 877 for the Primary Election and 538 for the General Election. The Division also inactivated 1,344 voters in January and processed an Electronic Registration Information Center (ERIC) report consisting of approximately 14,000 records.

- **Election Worker Division**

The Election Worker Division is conducting a train-the-trainer program for 12 temporary employees who will train Election Judges for the Gubernatorial Primary Election and Early Voting. The Election Judge Trainers will begin Election Judge Training classes on March 26th. Training classes will be conducted daily three times a day at the Board of Elections office and at the Pip Moyer Recreation Center in Annapolis. The Division is also working with the County Office of Information Technology (OIT) to develop a secured page on the Board of Elections website where training materials, training videos, exercises, and quizzes for Election Judges can be posted.

The Division received 1,778 Election Judge applications for the 2018 Gubernatorial Elections and began contacting the 1,199 Election Judges who served in 2016 Presidential Election that have not returned their 2018 Election Judge Application. The Division also completed edits to the 2018 Election Judge Manual, and submitted it for approval to the Maryland State Board of Elections (SBE).

- **Voter Outreach Division**

The Outreach Division has posted Election Judge Recruitment notices to the Board of Elections social media accounts. The Division has the following outreach events scheduled:

- Voter Registration Volunteer Training and Election Judge Recruitment for the Alpha Kappa Alpha Sorority on February 3rd at 9:30 a.m.
- Voter Registration Volunteer Training and Election Judge Recruitment at the Anne Arundel Community College Student Service Learning Fair on February 6th
- Voter Registration Volunteer Training and Election Judge Recruitment for the Women's Facebook Group at Crofton Library on February 7th
- Voter Registration Volunteer Training and Election Judge Recruitment at the Severna Park Elephant's Club on February 15th.

- **Voter Registration Division**

The Voter Registration Division processed a total of 120 batches of OLVRs, 1,434 pieces of mail, updated 431 Party Affiliations changes, and mailed 13,296 Voter Notification Cards. The Division also completed the Critical Data Monthly Audit for the Montgomery County Board of Elections, a Department of Health and Mental Hygiene Deceased

Voters Report, an Administrative Officer of the Courts Potentially Identified Felons Report, and assisted with the ERIC report.

- **Voting System and Polling Place Division**

Electronic Pollbooks:

The Division completed the SBE 2018 Pre-Primary Testing Program and reported all issues and results to SBE.

Voting System:

The Voting System Division successfully completed the SBE Pre-Primary Testing Program. The Division finalized the allocation of DS200 scanning units and Ballot Marking Devices and repositioned equipment in the warehouse to make space for the new voting equipment ordered for the 17 unconsolidated polling places for the 2018 Gubernatorial Elections. The Division will assist the SBE staff conducting Acceptance Testing of new equipment at the state warehouse.

Polling Place:

The Division conducted Polling Place Surveys at Glen Burnie Baptist Church, Weems Creek Church, Mills-Parole Elementary School, and Broadneck High School. Glen Burnie Baptist Church and Mills-Parole Elementary School were surveyed as new polling locations for 02-007 and 06-013, while Weems Creek Church and Broadneck High School are existing polling places that had new rooms surveyed in order to accommodate double polling places. The Division has also been editing the Board of Elections Continuity of Operations Plan (COOP) in order to align the COOP with the County Long Term Recovery Plan.

Polling Place Supply:

The Division assisted the Election Worker Division to complete edits to the 2018 Election Judges Manual and finalized the allocation of DS200 voting units to the polling places. The Division also relabeled numerous supply bags, finalized forms, and staged 33 new voting system transfer carts for the 17 unconsolidated precincts for the 2018 Gubernatorial Elections.

IT/Website:

The Division installed two new PCs in the Voter Registration Division, coordinated with County OIT to install the January 16th Windows update, completed a Monthly Computer Assessment Audit with the SBE Regional Manager on January 25th, and developed a new password protected section of the website for the Election Worker Division. The new section of the website will be used by the Election Worker Division to post training materials such as the Election Judge Manual, Quick Reference Guides, training videos and training exercises and quizzes. The Division also emailed all MS-ISAC notices to the County OIT.

Board Attorney's Report

There was no Board Attorney's Report to present for February.

Old Business

The Board reviewed a copy of the 2018 Gubernatorial Primary Election Judge Hiring Statistics as of February 7, 2018. The Board of Elections has hired 1,859 Election Judges for Election Day, including 1,070 Democratic registered voters, 554 Republican registered voters, and 235 unaffiliated or other political party registered voters. There are currently 695 vacant Election Judge positions. The Board of Elections will conduct a direct mailing campaign to recruit additional Election Judges, as well as attend voter outreach events, post on social media, and insert Election Judge Recruitment Fliers in all mailed Voter Notification Cards.

The Board reviewed a cost estimate for an FY19 Supplemental Budget Request to increase the pay for Anne Arundel County Election Judges. The supplemental budget request of \$105,139.36 would increase the pay for 448 Chief Judges by \$50.00 for Election Day and Early Voting and for 2,365 other Election Judges by \$25.00 for Election Day and Early Voting. After discussion, Mrs. Yarema made a motion to increase the pay of the Anne Arundel County Chief Judges by \$50.00 for Election Day and Early Voting and for all other Election Judges by \$25.00 for Election Day and Early Voting. Mrs. Graham seconded the motion and the motion passed unanimously.

The Board reviewed and discussed the following 2018 Legislation:

- House Bill 280
- House Bill 532 (crossfiled with Senate Bill 594)
- House Bill 542
- Senate Bill 246
- Senate Bill 333
- Senate Bill 375
- Senate Bill 547
- Senate Bill 591
- Senate Bill 594 (crossfiled with House Bill 532)

The Anne Arundel County Board of Elections received a City of Annapolis City Council Citation in recognition of the Board of Elections support of the City of Annapolis Board of Supervisors of Elections and the citizens of the City of Annapolis during the 2017 City of Annapolis Primary and General Municipal Elections.

New Business

The Board discussed four proposed 2018 Gubernatorial Election polling place changes:

- District 02 – Precinct 007: Richard Henry Lee Elementary School is unavailable to serve as a polling place due to construction. The precinct must be moved to Glen Burnie Baptist Church. The change will effect 2,720 registered voters.
- District 05 – Precinct 026: Asbury United Methodist Church is unavailable to serve as a polling place in 2018. The precinct must be moved to Broadneck High School. This will create a triple polling place and effect 3,598 registered voters.

- District 06 – Precinct 013: Annapolis Senior Activity Center will not serve as a polling place in 2018. The precinct must be moved to Mills-Parole Elementary School. The change will effect 1,235 registered voters.
- District 06 – Precinct 022 & District 06 – Precinct 032: Evangelical Presbyterian Church is unavailable to be a polling place in 2018. Both precincts must be moved to Weems Creek Baptist Church. This change will effect 3,793 registered voters.

Mrs. Yarema made a motion to approve relocating the following precincts:

- District 02 – Precinct 007 Richard Henry Lee Elementary School to Glen Burnie Baptist Church;
- District 05 – Precinct 026 Asbury United Methodist Church to Broadneck High School;
- District 06 – Precinct 013 Annapolis Senior Activity Center to Mills-Parole Elementary School;
- District 06 – Precinct 022 Evangelical Presbyterian Church to Weems Creek Baptist Church; and
- District 06 – Precinct 032 Evangelical Presbyterian Church to Weems Creek Baptist Church.

Mr. Ensor seconded the motion and the motion passed unanimously. New Voter Notification Cards will be mailed to all voters once the changes are completed in MDVOTERS.


March Board Meeting Date

The next meeting of the Anne Arundel County Board of Elections will be held on March 8, 2018 at 8:30 A.M., at the Anne Arundel County Board of Elections, 6740 Baymeadow Drive, Glen Burnie, Maryland 21060.

Adjournment

Mr. Ensor made a motion to adjourn the meeting. Mrs. Yarema seconded the motion and the motion passed unanimously. The meeting adjourned at 10:30 A.M.

Respectfully submitted,



David Garreis
Deputy Director

Approved:

William J. Kelly
Josephine

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

