

June 7, 2018

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

Attendees: Brenda Yarema, Board Secretary
 Laura Graham, Board Member
 Tryphena A. Ellis-Johnson, Board Member
 James Praley, Board Attorney
 David Garreis, Deputy Director
 Shekia Harding-Bey, Supervisor, Voter Registration Division
 Reider White, Voting System Manager, Voting Systems Division
 Carla Rich, Recording Secretary

Participated via Conference Call: John Ensor, Board Vice President

Absent: William Voelp, Board President
 Joseph A. Torre III, Director

Guests: Honorable Judge Robert Duckworth, Anne Arundel County Clerk of Circuit Court
 Mrs. Christine Davenport, Chair, Anne Arundel County Democratic Central Committee
 Ms. Kathryn Jones, Representing Ricky Nelson Jones Campaign

Declaration of a Quorum Present

After establishing the presence of a quorum, Mrs. Yarema called the meeting to order at 8:35 A.M.

Swearing-in of the Board of Canvassers

The Honorable Robert P. Duckworth, Anne Arundel County Clerk of the Circuit Court, administered and recorded the oath of each member of the Board of Canvassers at 9:15 A.M. on June 7, 2018. Substitute members of the Board of Canvassers were also sworn-in on the same day.

Mr. Voelp and Mr. Ensor made arrangements to be sworn-in separately at the office of the Clerk of the Circuit Court.

Approval of Board Meeting Minutes

Mrs. Graham made a motion to approve the minutes of the May 10, 2018 Board Meeting. Mrs. Ellis-Johnson seconded the motion and the motion passed unanimously.

Additions to the Agenda

The Board reviewed the May 2018 Monthly Statistical Report and the May 2018 Political Party Report.

Election Director's Report

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

- **Administration**

The Administrative Division is preparing for Election Day, Early Voting, and the Absentee and Provisional Ballot Canvasses. Canvasser training materials have been updated, including training powerpoint presentations, practice canvassing batches, and canvassing forms. The Division attended a Petition Refresher Training conducted by the Maryland State Board of Elections (SBE) in preparation for the receipt of New Party and Candidate Filing Petitions. The Division successfully passed the quarterly procurement card audit and answered follow-up questions from the Anne Arundel County Auditor regarding the FY19 Budget Request.

- **Absentee Voting Division**

The Absentee Voting Division accepted 1,334 absentee ballot applications for the 2018 Gubernatorial Primary Election and 1,239 absentee ballot applications for the Gubernatorial General Election, including 274 applications from the Nursing Home and Assisted Living Facility Absentee Voting program. The Nursing Home and Assisted Living Facility Absentee Voting representatives are conducting onsite visits to facilities with more than 50 beds. As of May 25, 2018, 1,026 absentee ballots have been mailed and 119 voted ballots have been returned.

- **Election Worker Division**

The Election Worker Division emailed the May 2018 Election Worker Newsletter to the Elections Judges. The District Coordinators are continuing to schedule Election Judge training, confirm assignments, and recruit new Election Judges. To date, the Division has assigned 189 of the 190 Election Judges needed for Early Voting and assigned 2,343 of the 2,474 Election Judges needed for Election Day and trained 2,434 Election Judges. In order ensure all vacant Election Judge positions are filled, the Division created an email list using the email address of registered voters in MDVOTERS, sent emails to 59,901 registered voters, and received 410 applications from potential Election Judges. Beginning May 29th, the Division will conduct Election Judge Training Classes for two weeks at the Pip Moyer Recreation Center in Annapolis in order to accommodate South County Election Judges.

- **Voter Outreach Division**

The Voter Outreach Division conducted the following outreach events:

- Voter Registration Volunteer Training for three registered voters on May 2nd at the Anne Arundel County Board of Elections.
- Voter Registration Drive and Election Judge Recruitment at the First Baptist Church of Annapolis on May 12th.
- Ballot Marking Device and Ballot Scanner Demonstration for representatives of the SBE Call Center on May 16th.

- Voter Registration Volunteer Training for the Anne Arundel County Democratic Women's Club on May 23rd.
- Ballot Marking Device Demonstration for Cortnee Bryant, Deputy Director, SBE Election Management and Reform Division, on May 24th.
- Voting System Demonstration for the Blind Industries and Services of Maryland on May 31st with SBE.
- **Voter Registration Division**
The Voter Registration Division processed 112 batches of Online Voter Registration Applications, 1,324 pieces of mail, completed 502 Party Affiliation changes, mailed 2,657 Voter Notification Cards and 1,325 Address Change Notices. The Critical Data Monthly Audit for the Prince George's County Board of Elections was completed, a Department of Health and Mental Hygiene Deceased Voters Report and an Administrative Office of the Courts Potentially Identified Felons report were processed. The Division also completed a review of voters with confidential voter status in compliance with the Code of Maryland Regulations 33.04.02.06.
- **Voting System and Polling Place Division**

Electronic Pollbooks:

The Division set the Electronic Pollbooks (EPBs) to the correct security key for the Gubernatorial Primary Election, generated the Early Voting EPB Integrity Reports, and scanned all security seals for the EPBs. The Division also prepared EPBs for the Election Judge Training classes conducted at the Pip Moyer Recreation Center and EPBs for the Early Voting training classes. The Division is preparing to conduct the EPB Logic and Accuracy tests following the Voter Registration Deadline and the EPB Bulk Update when Early Voting ends.

Voting System:

The Division completed Logic and Accuracy testing on all of the polling place ballot scanners and the DS850 high speed scanners. The ballots for the polling places have been packed and sealed in the ballot transfer bins. The Division is updating the Ballot Certificates for Early Voting and Election Day as well as the Voting System Integrity Reports.

Polling Place:

The Division created 38 routes for the Election Field Support (EFS) program, each route consists of four to six polling places, taking into consideration distance between stops and number of Polling Place Evaluations each EFS staff member needs to complete. The Division recruited 14 registered voters to fill the EFS positions.

The Division completed a new survey of the Woodside Elementary School gym in

order to change the polling room from the cafeteria to the gym. The Division also drafted Polling Place Change signs for 20 polling place locations that changed from their 2016 location. The Division also created signs for the Glen Burnie Library Early Voting site and the Odenton Library Early Voting site which direct voters waiting in line to new nearby Early Voting sites.

Polling Place Supply:

The Division performed a quality assurance review on a sample of ballots from each of the 70 Gubernatorial Primary Election Ballot Styles, completed packing the Provisional Voting Supplies, Last Minute Instructions for Chief Judges, Extended Hours Contingency Supplies, and Election Field Support equipment and supplies.

The Division will post the “Important Notice About the Democratic Contest for Governor and Lt. Governor” inside the voting booths, provisional privacy booths, and Ballot Marking Device privacy booths. The notice has also been added to the “Contents to Be Posted” folder for each polling place.

The Division also worked with the County Office of Information Technology and SBE to test the Election Helpdesk. Beginning on June 4th, the Helpdesk will answer calls to the main election phone number. The Division sent SBE a list of office subject matter expert’s phone numbers in the event a call needs to be forwarded from the Helpdesk to our office.

IT/Website:

The Division installed patches on all workstations on May 9th, assisted with the completion of the monthly SBE software audit, and forwarded all Multi-State Information Sharing and Analysis Center malicious IP address lists to the County Office of Information Technology.

The Division also assisted with the installation of a new copy machine in the mail room following the expiration of the lease on the old copy machine. The Division also posted required notices about the changes to Democratic candidates for Governor to the Board of Elections website, and has worked with the County webmaster to prepare the website for posting wait times at Early Voting sites during Early Voting, and results on Election Night.

Board Attorney’s Report

Mr. Praley stated that there will be three conference calls between SBE and Board Attorneys before the Gubernatorial Primary election, and provided a summary of the conference call held on May 23rd, including:

- There is a new oath written by the Attorney General that the Clerks of Court must use when swearing in Boards of Canvassers.
- The local Boards of Elections must ensure County Attorneys are notified of the

August 20, 2018 deadline to provide certified local ballot questions.

Mr. Praley also provided a summary of the second conference call held on June 6, 2018, including:

- The Court decided to not change the names printed on the ballot for Governor and Lt. Governor. There were two options available for changing the ballot contents: Reprint all the ballots or put stickers on the ballots. There is not enough time to reprint all of the ballots before the start of Early Voting. Putting stickers on the ballots is not feasible either because the stickers have not been tested to determine if the ballot scanners would function properly with a sticker affixed to the ballot.

Old Business

The Board reviewed the 2018 Gubernatorial Primary Election Judge Statistics as of June 6, 2018. There were no vacant Early Voting Election Judge positions. Of the Election Day Election Judge positions, 2,410 of 2,489 had been filled and 2,986 Election Judges had attended an Election Judge Training class.

The Board reviewed the June 6, 2018 Ballot Statistics By Party Report which showed 1,837 ballots were issued and 282 voted ballots had been returned.

The Board reviewed and discussed the SBE 2018 Primary Election: Changes to the Democratic Candidates for Governor – Notice Plan. Mr. Garreis noted that the Anne Arundel County Board of Elections complied with the requirements of the plan for the local Boards of Elections.

Mrs. Harding-Bey discussed the review of the confidential voter registered voters in compliance with the Code of Maryland Regulations 33.04.02.06. All confidential voter registration records in Anne Arundel County have a valid and up-to-date application for confidential status.

The Board reviewed and discussed the schedule of events and their availability for early voting and polling place evaluations and reviews during Early Voting and Election Day.

New Business

The Board reviewed a copy of the SBE Polling Place Evaluation Form 2018. Mr. Garreis explained that Board of Elections' staff would conduct unannounced polling place evaluations at the early voting sites and polling places during Early Voting and Election Day. The Board plans to conduct Early Voting and Election Day polling place visits as well.

The Board performed the Public Demonstration of the Voting System and the Polling Place Supply Verification. Mr. White conducted a Voting System Logic and Accuracy Test demonstration for the Board and guests. Following the Voting System Demonstration, the Board completed a thorough review of the polling place supplies for 10% of the Election Day Polling Places and all of the Early Voting sites using a checklist approved by SBE.

June Board Meeting Date

The next Board Meeting will be held at 10:30 A.M. on Friday, July 6, 2018 at the Anne Arundel

County Board of Elections, 6740 Baymeadow Dr. Glen Burnie, MD 21060

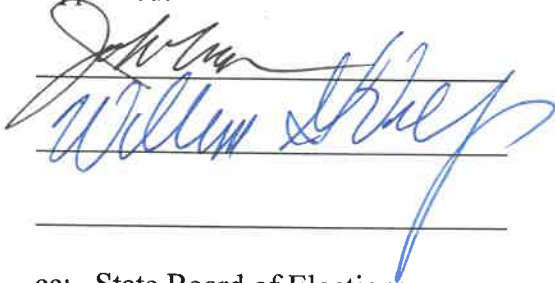
Adjournment

Mr. Yarema made a motion to adjourn the meeting. Mrs. Tryphena A. Ellis-Johnson seconded the motion and the motion passed unanimously. The meeting adjourned at 11:30 A.M.

Respectfully submitted,

Carla Rich
Recording Secretary

Approved:



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

