

April 12, 2018

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

*Attendees:* William Voelp, Board President  
John Ensor, Board Vice President  
Laura Graham, Board Member  
Brenda Yarema, Board Secretary  
Joseph A. Torre III, Director  
David Garreis, Deputy Director  
Alia Hachil, Recording Secretary

*Participated via Conference Call:*  
Tryphina A. Ellis-Johnson, Board Member

*Absent:* James Praley, Board Attorney

#### **Declaration of a Quorum Present**

After establishing the presence of a quorum, Mr. Voelp called the meeting to order at 8:31 A.M.

#### **Approval of Board Meeting Minutes**

Mrs. Yarema made a motion to approve the minutes of the March 8, 2018 Board Meeting. Mr. Ensor seconded the motion and the motion passed unanimously.

#### **Additions to the Agenda**

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

#### **Election Director's Report**

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

- **Administration**

The Administrative Division met with a representative of the specimen ballot printer to discuss the specimen ballot printing and mailing schedule. After the Maryland State Board of Elections (SBE) provided the draft content and layout of the 2018 Gubernatorial Election ballots, the Division met with the Voting System Division to begin the ballot proofing process. The Division also met with stakeholders to update the existing Anne Arundel County Board of Elections Disaster Recovery Plan.

The County Office of Personnel launched version 1.3 of ePAA system, which will streamline the process for updating existing staff personnel records.

- **Absentee Voting Division**

The Absentee Voting Division processed 1,808 absentee ballot applications for the 2018

Gubernatorial Elections, including 1,045 for the Primary Election and 763 for the General Election, and inactivated 421 voters in March. An Election Registration Information Center report containing 11,004 records was received on March 6<sup>th</sup> and completed and returned to SBE on March 27<sup>th</sup>.

Out of the 130 Nursing Home and Assisted Living Absentee Voting Program facilities, 48 have responded for the Primary Election. The Division has also contacted staff who assisted with the program during the 2016 Presidential Elections to conduct on site voter registration and absentee voting visits to facilities with more than 50 beds.

- **Election Worker Division**

The Election Worker Division began Election Judge training on March 26<sup>th</sup>. To date, the Division has conducted 14 training classes and trained 452 election judges. Average attendance at each training class has improved compared to the 2016 Presidential Elections. The increased attendance at the training classes is attributed to launching a text-messaging program in 2018 that reminds Election Judges to attend their training class the day before their class is scheduled.

On March 9, 2018, 77,192 "Be an Election Judge" Brochures were mailed and approximately 305 replies have been received thus far. On average, the Division has received approximately 15 to 20 new applications per day. Out of the 2,477 Election Judge positions, the Division has hired 2,120 Election Judges, and has 421 applications on file. The Division is contacting applicants in order to fill the remaining positions.

- **Voter Outreach Division**

The Division has the following outreach events scheduled:

- Voter Registration Volunteer Training Class for the Democratic Women's Organization on March 1st at the Anne Arundel County Board of Elections;
- Voter Registration and Election Judge Recruitment for the National Coalition of 100 Black Women on March 3rd at the Pasadena Police Station;
- Voter Registration Drive and Election Judge Recruitment at Broadneck High School on March 7th;
- Voter Registration and Election Judge Recruitment at Southern High School on March 8th;
- Voter Registration and Election Judge Recruitment at Severna Park High School on March 12th;
- Voter Registration and Election Judge Recruitment at South River High School on April 5th;

- Voter Registration Volunteer Training for representatives of the Democratic Central Committee on April 5th at the Village of Waugh Chapel; and
- Voter Registration and Election Judge Recruitment at Chesapeake High School on April 8th.
- **Voter Registration Division**  
The Voter Registration Division processed 90 batches of Online Voter Registration Applications, 1,273 pieces of mail, completed 318 Party Affiliations changes, and mailed 13,389 Voter Notification Cards. The Division also completed the Critical Data Monthly Audit for the Howard County Board of Elections, and processed a Department of Health and Mental Hygiene Deceased Voters Report.
- **Voting System and Polling Place Division**

**Electronic Pollbooks:**

The Division conducted additional electronic pollbook (EPB) software testing at the request of the Maryland State Board of Elections (SBE).

**Voting System:**

The Polling Place List and Contest List have been proofed in preparation for ballot proofing and ElectionWare set up. Three members of the Voting Systems team assisted SBE staff at the state warehouse with acceptance testing new voting equipment ordered by the local boards of elections in preparation for the 2018 Gubernatorial Elections.

**Polling Place:**

The Division completed scaled versions of polling place layout maps for new and unconsolidated polling places, as well as "No Electioneering Zone" maps. The Division is creating special signs for voters whose polling places relocated to a new location and directional signs for voters at polling places that contain multiple precincts at one location. The Division attended a meeting with the Americans with Disabilities Act (ADA) County Liaisons to discuss the ongoing countywide

ADA review. Precinct boundary maps and legal descriptions for each precinct in the County were shared with the Maryland Department of Planning in preparation for the Voting District Project for the 2020 Census Redistricting Program.

The Division completed Polling Place Surveys at St. Mark's United Methodist Church in order to relocate District 01 - Precinct 006 Fire Station #21 and the Fort Smallwood Elementary School Gym in order to relocate District 03 - Precinct 019 VFW Post #2462.

**Polling Place Supply:**

The Polling Place Supply Division assisted the Election Workers Division with edits to the Early Voting Election Judge Manual, forms, and signs. The Election Day Step by Step Guides for the Scanning Units, Ballot Marking Devices, and EPBs have been revised, proofed, and printed.

**IT/Website:**

The secure Election Judge Training Module went live on the Board of Elections website. The training module will provide Election Judges with a one-stop resource for online training materials.

The Division coordinated with the County Office of Information Technology (OIT) to install the February 20th Windows patch, conducted the February Monthly Computer Assessment Audit with the SBE Regional Manager, and installed Citrix Receiver ver. 4.10 on all PCs in the office. A new firewall was installed at the Board of Elections office by the County on February 22nd. 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 April.

**Old Business**

The Board reviewed a memorandum from Linda Lamone, Election Administrator, Maryland State Board of Elections, 2018 Primary Election Ballot Certification. Mr. Garreis informed the Board that proof copies of the Anne Arundel County Ballot Styles were available on the Board of Elections website.

The Board reviewed a copy of the 2018 Gubernatorial Primary Election Judge Hiring Statistics as of April 11, 2018. Thus far, 2,181 Election Judges have been hired to fill 2,477 Election Judge positions, including 1,132 Democratic Election Judges, 708 Republican Election Judges, and 340 Unaffiliated or other political party Election Judges. There are currently 297 vacant Election Judge Positions.

Mr. Torre discussed a FY19 Board of Elections' Budget Review meeting with Anne Arundel County Executive Steve Schuh. Mr. Torre told the Board he felt that the meeting went well and he was pleased with the FY19 Budget discussion with County Executive Schuh. Mr. Torre and Mr. Garreis will have a Budget Review hearing with members of the Anne Arundel County Council on May 7<sup>th</sup> beginning at 1:00 P.M.

The Board discussed legislation from the 2018 Legislative Session and reviewed a summary of a nationwide Government Accountability Office survey on voting equipment use and replacement.

**New Business**

The Board reviewed an email from Matt Masterson, Senior Cybersecurity Advisor, Department of Homeland Security, regarding a data breach of election systems vendors' employees' personal credentials such as user names and passwords. The Board also reviewed a letter from Kathy Rogers, Election Systems & Software Senior Vice President of Government Relations,

responding to Mr. Masterson's email. The Board also reviewed a printout of the SBE Election Security webpage.


**May Board Meeting Date**

The next Board Meeting will be held on May 10, 2018 at 8:30 AM, at the Anne Arundel County Board of Elections, 6740 Baymeadow Dr. Glen Burnie, MD 21060

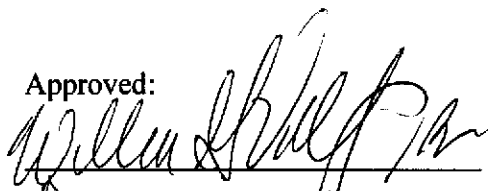
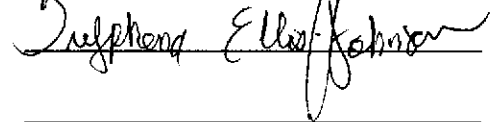
**Adjournment**

Mr. Ensor made a motion to adjourn the meeting. Mrs. Laura Graham seconded the motion and the motion passed unanimously. The meeting adjourned at 9:50 A.M

Respectfully submitted,

  
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Alia Hachil  
Recording Secretary

Approved:

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