

FREDERICK COUNTY BOARD OF ELECTIONS

340A Montevue Lane

Frederick, MD 21702

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MINUTES of the October 19, 2018 Monthly Meeting of The Frederick County Board of Elections

The meeting was called to order at 9:00AM, in the Frederick County Board of Elections Warehouse, located at 343 Montevue Lane, by the Board President, Mrs. Mary Lou Green.

PRESENT:

Mary Lou Green, President

Mark P. Jeffers, Jr., Vice President

Lawrence C. Hill, Secretary

Carlotta C. Joyner, Board Member

William L. Woodcock, Board Member

Daniel B. Loftus, Board Attorney

Stuart Harvey, Election Director

Noreen L. Schultz, Deputy Election Director

Christine Winer, Election Supervisor

Marc R. Welch, Election Administrative Assistant

Zachary Howe, Elections IT Specialist

Russ Schantz, Elections Technician

BOARD OF CANVASSERS: The Board of Canvassers was sworn in by the Clerk of the Circuit Court, Ms. Sandra Dalton at 9:10 AM on this date.

BOARD OF CANVASSERS ELECTION OF OFFICERS:

The Board elected the officers of the Board of Canvassers for the 2018 Gubernatorial General Election.

Mr. Woodcock nominated Mary Lou Green as Chairman. Ms. Joyner seconded the nomination, and it passed unanimously.

Mrs. Green nominated Mark Jeffers as Vice Chairman. Mr. Woodcock seconded the nomination, and it passed unanimously.

Mr. Jeffers nominated Lawrence Hill as Secretary. Mrs. Green seconded the nomination and it passed unanimously.

The Board scheduled the canvassing of Early Voting results at 3:00 PM on November 6, 2018, at the Board of Elections Warehouse, 343 Montevue Lane, Frederick.

APPROVAL OF MINUTES FOR PRIMARY ELECTION CANVASSES:

The Board discussed the minutes of the Primary Election Canvasses. Mr. Woodcock made a motion to accept the minutes with the discussed changes. Mr. Jeffers seconded the motion, and it passed unanimously.

ADJOURNMENT OF THE BOARD OF CANVASSERS:

At 9:17 AM, Mr. Woodcock made a motion to adjourn the meeting of the Board of Canvassers. Mr. Hill seconded the motion, and it passed unanimously.

EXECUTIVE SESSION:

At 9:18 PM, Mr. Harvey requested that the Board meet in Executive Session in the Frederick County Board of Elections Warehouse, located at 343 Montevue Lane. This action is in accordance with the authority granted under the Annotated Code of Maryland, General Provisions Article, Section 3-305 (b)(1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; and Section 3-305 (b)(7) to consult with counsel to obtain legal advice on a legal matter.

Ms. Joyner moved to adjourn the meeting and proceed to Executive Session. Mr. Woodcock seconded the motion, and it passed unanimously.

At 9:56 AM, Mr. Jeffers made a motion to adjourn the Executive Session and convene the regular meeting. Mr. Woodcock seconded the motion, and it passed unanimously.

Mrs. Green called the regular meeting to order at 9:57AM.

COUNCIL LIAISON COMMENTS:

Council Liaison was not present at the meeting.

ELECTION DIRECTOR'S REPORT:

Mr. Harvey reports preparation for the 2018 Gubernatorial General Election is ongoing. The Board discussed warehouse techs, and office temporary help supporting the election.

OLD BUSINESS

FY19 BUDGET:

Mr. Harvey provided an overview of the current status of budget accounts.

GENERAL ELECTION UPDATE:

ELECTION JUDGES:

Mrs. Schultz reports judge training is nearing completion with approximately 85 judges remaining to be trained. Standby judges will be added as space permits. The Board discussed the remaining training sessions.

SPECIMEN BALLOTS:

The second mailing of specimen ballots will go out during the week of October 22nd. Approximately 6500 will be mailed out.

NURSING HOME PROGRAM:

The Board discussed the just-concluded Nursing Home Program.

VOTER REGISTRATION:

The Board discussed voter registration statistics following the close of registration. Since the 2018 Primary Election, 2880 Democrats, 1887 Republicans, and 2096 unaffiliated voters were added, totaling 6558. This brings total county-wide voter registration to over 172,000.

ABSENTEE BALLOTS:

The Board discussed absentee ballot statistics. 5279 ballots have been requested, 1046 have been returned so far. The Board discussed the possibility of extending the first absentee canvass to November 9, 2018.

WRITE-IN CANDIDATES:

Mr. Harvey provided an overview of registered write-in candidates, and the location of related signage within polling places. The Board discussed a potential canvass of write-in votes on November 15, 2018.

EARLY VOTING:

The Board discussed Early Voting locations.

OTHER:

Mr. Harvey advised the Board to expect challengers and watchers in the Early Voting sites and many polling places on Election Day.

NEW BUSINESS

BOARD VISITS – ELECTION DAY:

The Board discussed new routes for Election Day polling place visits, including the updated location for precinct 07-001 Sugarloaf Elementary School. The Board will meet at 3pm at the warehouse on Election Day to canvass Early Voting results.

EARLY VOTING AND ELECTION DAY BAG CHECKS:

The Board has scheduled the Early Voting and Election Day Supply Verifications. Early Voting verification will be at 4pm on October 24, 2018, and Election Day verification will be on November 2, 2018 at 4pm.

POST-ELECTION CANVASSES:

The Board discussed the post-election canvasses, including the possibility of the 1st Absentee Canvass, and Provisional Canvass each extending to two days.

MANUAL AUDIT:

Mr. Harvey provided a general overview of the post-election manual audit. The State Board is still developing procedures, but the audit will be a public process, and must be completed within 120 days of the election.

FY20 BUDGET REQUESTS:

Mr. Harvey gave the Board an overview of planned FY20 budget requests, including a pay raise for election judges.

OTHER NEW BUSINESS:

The Board discussed post-election audit precincts. Mr. Hill commented on how organized the preparation for the election has been. The Board also discussed the weather forecast for the Early Voting period.

SCHEDULE OF NEXT MEETING:

The Board scheduled its next meeting for Wednesday, December 5, 2018, at 12:30 PM in Room 119 of the Frederick County Board of Elections Office, located at 340A Montevue Lane.

ADJOURNMENT:

At 11:12 AM, Mr. Woodcock made a motion to adjourn the meeting. Mr. Jeffers seconded the motion, and it passed unanimously.

Meeting adjourned at 11:12 AM.

Respectfully submitted,



Marc R. Welch
Election Administrative Assistant

Approved by:



Mary Lou Green, Board President

2/6/19

Date