

MINUTES

November 21, 2013

Baltimore County Elections Board Meeting

106 Bloomsbury Avenue

Baltimore, Maryland 21228

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| ATTENDEES: | Bruce Harris | President |
| | Leronia Josey | Vice President |
| | Joseph Karey | Secretary |
| | Jeanne Turnock | Substitute Board Member |
| | Timothy Hickman | Substitute Board Member |
| | Andrew Bailey | Board Counsel |
| | Rena' Waggoner | Deputy Director |
| | Nancy Stratton | Administrative Officer III |
| | Ruie Marie Lavoie | Administrative Officer |

GUESTS: None

ABSENT: Katie A. Brown Director

DECLARATION OF QUORUM PRESENT

Mr. Harris called the Meeting to order at 9:47 am.

APPROVAL OF OCTOBER 17, 2013 BOARD MEETING MINUTES

Ms. Josey made a motion to approve the minutes as written. The motion was seconded by Mr. Karey. The Minutes of the October 17, 2013 Board meeting were approved unanimously.

ADDITIONS AND OR CHANGES TO THE AGENDA

No changes. Mr. Harris reminded the Board they will meet in Executive Session directly after the meeting is adjourned.

DIRECTOR'S REPORT

(Given by Deputy Director Rena' Waggoner)

1. **State Board Meetings** – Mrs. Brown is attending two (2) meetings at the State Board of Elections in Annapolis, the monthly Directors' meeting and the State Board meeting.
2. **Early Voting Centers** – Eight (8) sites have been determined and the paperwork for the three (3) new centers has been submitted for State Board approval. Mrs. Brown also established two (2) Alternate Early Voting Centers, one in East Baltimore County and the other in West Baltimore County. The Alternate Centers will not be utilized unless an emergency arises. As stated above, Mrs. Brown is attending the State Board meeting today at which time State Board will review the early voting centers.
3. **Timothy Tenne** - Mr. Timothy Tenne does not meet the residency requirement to run for office in the 2014 election. Mr. Tenne sent an email indicating his intention to withdraw from the County Executive candidacy, but the required documents have not been received. The Board thanked Marcel Kagler for providing excellent customer service.

4. **Shared Street List** – The list of shared streets provided by State Board has been reviewed and completed. County residency is determined by the dwelling location through the Department of Assessment and Taxation.

5. **Meetings, Important Dates and Correspondence:**

Correspondence –Letter received from Delegate Emmett C. Burns on behalf of voters Pastor and Mrs. Street regarding their registration date and voting history. Ms. Josey called Delegate Burns and explained the voter registration process and the various changes over the years. After a thorough investigation, response letter sent to Delegate Burns and copied to Pastor Street with updated Voter Notification Card. Copy of all correspondence provided for Board review through email.

Confidentiality Request Form received from Christopher Maher. Motion to approve Request with condition proof of employment is provided made by Ms. Josey and seconded by Mr. Karey. Board unanimously approved with condition. Letter requesting employment verification will be sent and Board will review at next meeting.

Meetings Attended:

- **Budget Analyst** – Mrs. Brown, Mrs. Waggoner and Ms. Stratton met with Angela Artist, the new Budget Analyst from Baltimore County on October 21, 2013. She will resume the duties of Ruth Ann Robust.
- **Democratic Central Committee** – On October 23, 2013, Mrs. Waggoner and Diana Moran met with the Committee for a question and answer session on the legislative redistricting. They also answered questions about candidate filing and voter registration. The session went well. Mrs. Waggoner stressed the need for Election Judges and asked the Committee to make referrals.
- **Baltimore City Medical Society** – Mrs. Moran and John Wales attended the monthly meeting on November 7, 2013 to answer questions about the legislative redistricting.
- **People Change Work Group** – Ms. Waggoner attended session held on November 8, 2013. Voter outreach and registration was discussed.
- **New Voting System Demo** – Held on November 13, 2013 at the University of Baltimore. Mrs. Waggoner and Amanda White attended to view the system, ask questions and provide input. Although the type of system has been determined, State Board has not made a final decision on the vendor. The new voting system will use paper ballots and should be operational for the 2016 presidential election. Discussion was held regarding the use of poll books. Mrs. Waggoner advised she will keep the Board updated as new information is received.
- **MAEO Meeting** – Monthly meeting held at the Anne Arundel County Annex on November 15, 2013. Mrs. Brown, Mrs. Waggoner and Ms. Lavoie attended. Meeting Minutes from the October 7, 2013 meeting were approved and copies provided for Board review. Mrs. Waggoner reminded the Board of the dates for the 2014 Conference to be held from March 25, 2014 through March 28, 2014 in Ocean City.

- **Liberty Crest Shirley Hills Neighbor Association** – Mrs. Moran and Mr. Wales attended the monthly neighborhood meeting to address legislative redistricting concerns. Mrs. Moran explained the law and displayed maps. In this case, the precinct was divided which created voter confusion. All concerns were addressed and meeting went well.

Up Coming Meetings:

- **Election Technology Committee Meeting** – Scheduled for December 10, 2013.
 - **Training Meeting** – Scheduled for December 13, 2103 at 1:00 PM with Answer Quest Technologies to discuss judge training which is scheduled to begin March 1, 2104.
 - **MAEO** – Next Meeting to be held at the Howard County Election Office on December 16, 2013 at 10:00 am.
6. **Board Member Folder** - Board Meeting Agenda, Minutes from the October 10, 2013 Directors' Meeting, Minutes from the October 8, 2014 MAEO meeting, Monthly Statistical Report, County Bulletins 10/18/13, 11/01/13, and 11/15/13, Registrars 10/25/13 and 11/08/13, Election Administration Reports 10/14/13, 10/28/13, 11/01/13, Combined Precincts list and a list of lost precincts.
7. **Work/Staff Status** - Mrs. Waggoner reported all return mail has been processed and work is current. The Judge Department mailed an "interest" letter to all judges who worked in the 2012 election cycle. To date, approximately half of the judges have responded. Judge training to begin March 1, 2014. Letters will be mailed to all judges after the holidays which will outline training dates and locations. Train the Trainer to begin in January, 2014.

Poll Book testing for the upgrade started Monday and will continue through the end of this week. There are basic changes and

Mrs. Brown will repost the Election Clerk position in January as the list received did not include "best qualified" candidates. There are several vacant State positions. Mrs. Waggoner has asked Human Resources if we are able to hire from the list used during the last interview/hiring process. The Board expressed concern about being understaffed going into the election. Mrs. Waggoner will continue her efforts to fill these positions without reposting.

The reclassifications for Mrs. Lavoie and Ms. Stratton have been approved by the Department of Budget and Management. Mrs. Brown intends to reclassify two (2) other positions, one (1) to fill a vacant supervisory position.

BOARD COUNSEL REPORT

Mr. Bailey reported a hearing is scheduled for Petition Referendum cases for zoning Council Bill 54-12 and 58-12 next Tuesday. Arguments as to why the case should be settled by Summary Judgment. Possible resolution at that time and if not, the case will go to trial.

OLD BUSINESS

1. **Petitions** – There have not been any petitions received.

2. **Polling Places** – Mrs. Waggoner reviewed the changes with polling places and provided the Board with a list of combined precincts and inactive precincts.
3. **Board Pay & Membership** – Tabled.
4. **PEP For Director** – To be discussed in Executive session.
5. **Early Voting** – Information provided in Directors’ report. The two (2) alternate centers are Woodlawn Community Center and Victory Villa Community Center. Site visits and inspections were completed.
6. **Office Move/Plan** – Mrs. Brown sent a letter to Fred Homan outlining requirements and specifications necessary for the election office. Copies of all correspondence provided to the Board by email. Mr. Homan called Mrs. Brown and advised the office will not move until 2015, the location is not yet known, and Mrs. Brown will be involved as decisions are finalized. It is possible packing the office will take place during the 2014 election.

NEW BUSINESS –

No new business.

NEXT MEETING

Mr. Harris announced the next meeting will be held on Thursday, December 19, 2013 at 9:45 am.

ADJOURNMENT

There being no further business, a Motion to adjourn was made by Ms. Josey and seconded by Mr. Karey. Unanimously approved, the meeting adjourned at 11:14 am.

EXECUTIVE SESSION

(Held immediately after Board meeting with Board members only present)

- Confidentiality Request from Voter
- Directors’ Performance Evaluation

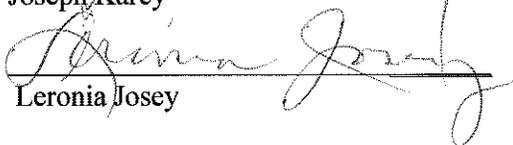
Respectfully submitted,



Bruce Harris



Joseph Karey



Leronia Josey