

APPROVED

January 26, 2015

MEETING OF THE MONTGOMERY COUNTY BOARD OF ELECTIONS
18753-210 North Frederick Avenue, Gaithersburg, Maryland

In Attendance:

Board Members:

Mary Ann Keeffe, President
Donice Jeter, Vice President
Graciela Rivera-Oven
Nahid Khozeimeh
Jacqueline Phillips
David Naimon

Board Attorney:

Kevin Karpinski

Staff:

Margaret Jurgensen, Election Director
Alysoun McLaughlin, Deputy Election Director
Lisa Merino, Office Services Coordinator
Barbara Payne, Program Specialist
Marjorie Roher, Management and Budget Specialist III
Christine Rzeszut, Operations Manager

Guests:

Barbara Ditzler
Dolly Kildee
Adol Owen-Williams
Michael Subin

Convene the Board Meeting and Declare a Quorum Present

Ms. Keeffe called the Board Meeting to order and declared a quorum present at 2:30 p.m.

Ms. Keeffe stated that staff is monitoring weather conditions and the meeting may end around 4:00 p.m. if necessary.

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In Memoriam – Nancy H. Dacek

Ms. Keeffe asked that those attending the meeting take a moment of silence in honor of Nancy Dacek, who passed away January 12.

Ms. Keeffe stated that Mrs. Dacek was a member of the Board of Elections for 12 years and she would like to take the opportunity for Board members and staff to express their remembrances. The Board members and staff reflected on the life and achievements of Mrs. Dacek. (Reflections may be heard in their entirety on the Board of Elections' website - <http://www.montgomerycountymd.gov/Elections/NancyDacekMemorial/NancyHDacekMemorialPage.html>)

Public Comments

No comments were given.

Additions/Changes to the Agenda

Ms. Keeffe stated that an Executive Session may be held pending weather conditions.

Mr. Naimon stated that he has a new business item to discuss.

Approval of the December 15, 2014, Board Meeting Minutes

The Board was sent the December 15, 2014, Board meeting minutes in advance. Mrs. Khozeimeh made a motion to approve the minutes. The motion was seconded by Mrs. Rivera-Oven and passed unanimously.

Gubernatorial General Election Canvasses

The Board was sent the Absentee 1, Provisional, and Absentee 2 Canvass minutes in advance. Mrs. Khozeimeh made a motion to approve all Canvass minutes as presented. The motion was seconded by Mrs. Rivera-Oven and passed unanimously.

Election Director Status Report

Personnel

Ms. Jurgensen reported that temporary staff is being released as their tasks are completed. Those who were brought back after the holidays are completing analysis of Election Day paperwork at polling places or conducting state-mandated post-election maintenance on voting equipment. Temporary staff is also processing the Green Party petition verification and performing voter list maintenance.

Ms. Jurgensen stated that, due to the hiring freeze, the Board is no longer terminating temporary employees; instead they are being placed in an internal inactive status. Ms. McLaughlin stated that when employees are needed, they will be brought back and placed in required positions by the department.

Significant Meetings

Ms. Jurgensen reported that, on January 4, staff was invited to attend poll worker training in Fairfax County. Ms. McLaughlin saw the operation of the DS2000 scanners and ExpressVote touch screen machines that will be leased to Maryland.

On January 7, 2015, Mr. Zelaya and Ms. Jurgensen attended a League of Women Voters meeting regarding community concerns regarding the low voter turnout. Staff discussed the implementation of the new voting system, need for outreach, and education for the community. The League of Women Voters will host meetings on civic engagement in the future.

On January 8 and 9, Ms. McLaughlin and Ms. Jurgensen attended the Joint Election Officials Liaison meeting of the Elections Center, where updates were given on State and Federal legislation as well as from Federal agencies. She reported that Presidential nominees were confirmed for the U.S. Election Assistance Commission (EAC) for the first time since 2010 and the EAC will now be able to update the federal voting systems and standards. They also heard from the Research Alliance for Accessible Voting about accessibility issues and reaching voters with lower literacy levels. The Defense Department spoke about their efforts to make it easier for service members to cast their ballot. The Postal Service spoke about their efforts to work with election officials and responsiveness on ballot delivery issues and the National Conference of State Legislatures gave an overview of State election legislation across the country. Ms. McLaughlin also attended a mini-course from professors at Auburn University on the history of election administration.

On January 15, Ms. Jurgensen attended a quarterly Management Leadership Forum held by the county to ensure compliance with county ethics requirements. She learned that staff will need to modify procedures regarding gift giving, particularly collecting cash contributions in the office for charities or for such things as baby showers and going away gifts.

Ms. McLaughlin, Mrs. Ross, and Mrs. Rzeszut participated in the monthly meeting of the Maryland Association of Election Officials (MAEO). The annual MAEO meeting will be held in conjunction with the State Board of Elections' Biennial meeting. The Biennial is mandatory for all Board members. Staff attendance will be determined once the agenda is finalized; the State Board will provide a letter to explain the mandatory attendance of Board and staff members.

On January 16, Ms. McLaughlin participated as co-chair of the Communications Work Group that the State has established as part of the voting system implementation. This effort is just getting off the ground as the lease on the equipment was signed by the Board of Public Works in December. Mr. Zelaya, Outreach Coordinator, also serves on the Communications Work Group. Ms. Jurgensen reported that she has been appointed to serve on the Project Management Work Group, which is intended to be a central coordinating role. Our Information Technology Manager, Operations Manager, and Election Judge Coordinator have also been appointed to serve on

relevant working groups for their areas of expertise and Ms. Jurgensen has designated Ms. Roher to serve on a working group on LBE Requirements given her coordinating role in the department's budget.

Budget (Incorporated as attachment A)

A spreadsheet detailing FY15 expenditures, through December 31, was provided to the Board in advance. Ms. Roher noted that a slight reduction will occur in the overtime line item. It was found that employees from DGS accidentally charged our cost center for overtime that was not approved by BOE. Ms. Keeffe inquired if there are any anticipated county cuts that will affect the Board of Elections budget. Ms. Roher responded that procurement has implemented a restriction on purchasing anything other than basic office supplies without first obtaining permission from OMB. As Ms. Jurgensen stated earlier, a hiring freeze has been implemented throughout the county.

Ms. Rivera-Oven inquired how many temporary employees will be affected by the hiring freeze. Ms. Roher responded that most employees were not terminated but, instead, placed on an internal inactive status until they are needed. Employees are retained if there is a need, especially in key areas – Voter Registration and Information Technology. Mrs. Rivera-Oven asked that Ms. McLaughlin provide the number of inactive employees; she agreed.

Voter Registration

Ms. Jurgensen reported that the Voter Registration staff will provide its report later in the agenda. She added that staff is nearing the end of post-election procedures and will be sending our voter file to the Postal Service on January 31. She added that this process was delayed due to the Green Party Petition which has been completed. Approximately 7,462 signatures were submitted, 5,778 were accepted, and 1,684 were rejected; the greatest rejection was due to signing twice and the second highest was due to not being registered. Ten Thousand valid signatures are needed State wide.

State Board of Elections

Ms. Jurgensen reported that the State Board of Elections met with ES&S (the elections equipment vendor) for a preliminary organizational meeting on January 15, 2015. The vendor will be meeting with SBE staff initially and will then work with the SBE work groups to develop a plan for implementation. Attached is a preliminary calendar for the New Voting system. (Incorporated as attachment B)

The State Board received the Governor's budget recommendation on January 22, 2015; the new voting system funding and other related peripherals appear to remain funded. Further details will be discussed at the Director's meeting.

Ms. Jurgensen stated that the voting system hardware is anticipated to be delivered in March. The City of Rockville will be the first to pilot the new voting system on November 3, 2015.

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Montgomery County has requested to test the modem transmission at that time as the City of Rockville does not modem results.

Joint Committee Update (Incorporated as attachment C)

Ms. Keeffe expressed her pleasure with the letter from the Joint Audit Committee to Linda Lamone, Administrator, State Board of Elections (SBE) and Milton Chaffee, Administrator, Motor Vehicle Administration (MVA). The letter references concerns first communicated through a letter from the Montgomery County Board of Elections. Ms. Jurgensen noted that, according to an MVA representative, as of January 2015, MVA has changed the process so that individuals will now be able to select their own party affiliation and select citizenship (text) when conducting face to face interactions at MVA. Ms. Keeffe noted that, during her attendance at the SBE Board meeting, there was discussion from the MVA representative that a signature would be needed at the end of each transaction so that the customer may review and "agree"/"signoff" to it. There is no mention of this discussion in the State Board of Elections meeting minutes. The Board expressed their pleasure that the issues are moving forward expeditiously, noting a response date of January 28, 2015, from the SBE and MVA regarding the issues.

Legislation

Ms. Jurgensen reported that the 2015 regular session of the General Assembly convened on January 14th and the Governor was sworn in on Thursday.

Ms. Jurgensen reported that three members have been named to the Ethics and Election Law Subcommittee of the Senate Education, Health, and Environmental Affairs Committee. Those members are Senator Joan Carter Conway, who serves ex-officio as chair of the full Committee, Senator Karen Montgomery, and Senator Jim Rosapepe. No Republican members have yet been named, nor has a Chair of the Subcommittee been named (Senator Montgomery is the only member from Montgomery County.)

The Chairman of the Election Law Subcommittee of House Ways and Means Committee will be Delegate Frank Turner. Other members are Delegates Carolyn Howard, and Alonzo Washington and new Delegates Eric Ebersole, Diana Fennell, Edith Patterson, and Andrew Platt (Mr. Platt is the only member from Montgomery County.) Republican members are Delegate Kathy Afzali and new Delegates Jason Buckel, Bob Long, and Teresa Reilly.

Ms. Jurgensen noted that members of the Joint Audit Committee are: Senate Chair Gus Guzzone, Chair, Senators Gail Bates, Adelaide Eckardt, George Edwards, Cheryl Kagan, Richard Madaleno, Jr., Nathaniel McFadden, Douglas Peters, Catherine Pugh, and Jim Rosapepe. House of Delegates members are Charles Barkley (Montgomery County), Pamela Beidle, Keith Haynes, Carolyn Howard, Stephen Lafferty, and Nathaniel Oakes.

Ms. McLaughlin reported that five election-related Bills have been introduced in the House of Delegates and three election Bills have been introduced in the Senate.

- House Bill 29, introduced by Delegate Schultz, would require individuals who register to vote after June 30, 2015, to provide proof of citizenship. Acceptable documentation to prove citizenship would be a driver's license or identification card bearing a designation that the person is a citizen; birth certificate; passport; naturalization documents; certain tribal government documents; or other documents under the Federal Immigration Reform and Control Act or approved by the State Board through regulation. A citizenship number could be provided but the voter would not be registered until the Board of Elections verifies that number with the federal Department of Homeland Security. Under this Bill, proof of citizenship would also be required to vote by absentee ballot.
- House Bill 43, introduced by Delegate Rosenberg, would criminalize the use of fraud, duress, or force to [hinder] another person from signing a petition. This Bill was introduced in the previous session as House Bill 125.
- House Bill 63, introduced by Delegate O'Donnell, would rescind the State of Maryland's consent to participate in the National Popular Vote agreement. This Bill was introduced in the previous session as House Bill 73.
- House Bill 73, introduced by Delegate Rosenberg, would authorize the Attorney General to institute an action for injunctive relief in Civil Court to prevent Election Law violations from affecting a pending election. This Bill was introduced in the previous session as House Bill 224.
- House Bill 85 is a Montgomery County Delegation Bill to include Board of Education contests on the ballot if the number of candidates seeking the office is equal to, or less than, the number of nominations available.
- Senate Bill 5, introduced by Senator Getty, clarifies that public observation is permitted during the process of tabulating votes cast during early voting. It also specifies that the State Board of Elections may restrict access to the canvass only if prohibiting public observation is necessary to ensure the integrity or accuracy of the canvass or that the canvass process is not impeded, and is to ensure that the requirements are implemented uniformly and consistently by each local Board.

Ms. Keeffe requested that, in the future, when Early Voting tabulation occurs, a press release be sent out to the media, candidates, and press release contacts to notify them of the date and time of tabulation. Ms. Roher agreed.

- Senate Bill 20, introduced by Senator Hershey, would expand the Kent County Board of Elections from three members to five.
- Senate Bill 47, introduced by Senator Brochin, would institute a check-off box on the individual income tax return for contributions to the Fair Campaign Financing Fund.

Ms. Jurgensen reported that Delegate Al Carr contacted her regarding the possibility of the General Assembly redrawing district lines to eliminate or reduce the number of precincts where voters' secret ballot is potentially compromised because there are so few voters who receive that ballot style. Information was provided to Delegate Carr. Ms. Jurgensen will keep the Board informed of any legislation on either of the topics.

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Attorney Report

Mr. Karpinski reported that the Green Party petition has been completed and forwarded to the State.

Old Business

SBE Campaign Filing Follow Up

Mrs. Rzeszut reported that, according to the electronic record checklist at the BOE, Ms. Goldman (candidate) submitted all the documentation required for candidate filing. Copies were inadvertently not made for BOE records. The form in question is the Statement of Organization required by the State - Mrs. Rzeszut contacted the candidate inquiring if she had copies of the forms submitted through Electrack at the Board of Elections; she stated she had misplaced them. Ms. Rzeszut noted that it is BOE process to make two copies - one for the candidate and another for BOE records and, in this case, neither party could produce copies. The originals are then mailed to the State Board of Elections. The Board suggested that staff consider faxing and then emailing documents to ensure retrieval of required documents.

Ms. Jurgensen noted that a new software module within MDVoters called Candidacy Module will require documents to be attached and scanned through an electronic transmission to the State Board of Elections.

Mrs. Khozeimeh suggested that trainers be brought in for an informal gathering to begin notifying them of the new voting system. Ms. Jurgensen agreed with Mrs. Khozeimeh; however, due to the budget cuts, trainers will not be able to be brought in prior to scheduled start dates. Ms. Jurgensen stated the election judges will play an important role in the outreach process. Mrs. Rivera-Oven noted, speaking as a prior election judge, many judges feel a civic duty to the election and don't necessarily serve for the money.

*** The Board discussed and evaluated the weather. ***

Other Old Business

No items were discussed.

2014 Gubernatorial General Elections Follow-Up

Voter Registration Report

The Board agreed to discuss this item at the February Board meeting due to time and weather constraints.

Absentee Report

The Board agreed to discuss this item at the February Board meeting due to time and weather constraints.

Other Old Business

Mrs. Rivera-Oven acknowledged a letter from the Asian American Defense and Education Fund, noting their observations on Election Day. She noted their positive observation that interpretation was accessible and available to all, as 97% of voters with language barriers stated they were able to vote without any difficulty. Mrs. Rivera-Oven stated that the comments speak volumes to the advancements being made with limited English proficiency, providing interpreting services, and the election judge's performance. The Board agreed that Ms. Roher would prepare and send a thank you letter to the Asian American Defense and Education Fund.

New Business

New Voting System

Ms. Keeffe stated that some Board members were able to attend the Fairfax County Election where the new voting system was used. Ms. Khozeimeh had an opportunity to visit and see the process, and found it easy to use. Ms. Keeffe stated that Virginia laws are different; she was not able to see the process as it would be used in Montgomery County. The closing of the polling place was done very quickly; however, the election was held for only one office and there was only a 20% turnout. The Board members discussed their observations further. Ms. McLaughlin discussed her observations, noting that the process and equipment used for Early Voting and Election Day will potentially differ. The Board briefly discussed possible issues with the new voting system in 2016. Ms. Jurgensen noted that the State of Maryland will run a mock election to test the new voting system in October; the closing process will be determined at that time.

Board Secretary

Mrs. Rivera-Oven inquired if Mrs. Khozeimeh is currently the acting secretary. Ms. Keeffe clarified that Mrs. Khozeimeh is the acting secretary to the Board of Canvassers. Mr. Karpinski noted that Mrs. Khozeimeh is the acting secretary for the Board of Canvassers which differs from the appointment to the Board, adding that a secretary will need to be elected in the next couple of months to finish the term. Mrs. Rivera-Oven made a motion to extend Mrs. Khozeimeh's position as Canvass secretary to the February Meeting, to be the acting secretary. The motion was seconded by Mrs. Jeter and the motion passed unanimously.

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Bylaw Amendment

Mr. Naimon proposed an amendment to the Bylaws. His amendment is to add to Section 2.2 – Officers: *D. If a Board officer described in this section dies, resigns, is removed, or becomes ineligible, within the first 20 days of the creation of such, the Board shall elect by a majority vote of the regular members to fill such vacancy.* Ms. Keeffe stated the Board will discuss the proposed amendment at the February Board meeting.

Other New Business

Mr. Subin thanked the staff for their contribution to the Linkages to Learning program.

Future Meetings

- A. February 23, 2015
- B. March 16, 2015
- C. April 20, 2015
- D. May 18, 2015
- E. June 2, 2015 – 2:30 p.m. Swearing in of New Board Members
- F. June 9-12, 2015 – SBE Biennial Conference – Ocean City, MD
- G. June 15, 2015
- H. July 20, 2015
- I. August 17, 2015 - tentative
- J. September 14, 2015
- K. October 19, 2015
- L. November 16, 2015
- M. December 21, 2015 - tentative

Mrs. Jeter made a motion to go into Executive Session. The motion was seconded by Mrs. Rivera-Oven and passed unanimously.

Report on Executive Session

The Montgomery County Board of Elections convened in Executive Session at 4:37 p.m., pursuant to State Government Articles 10-508(a)(1), (2), (7), and (13) to review Executive Session minutes, obtain legal advice, and discuss a personnel matter.

The Montgomery County Board of Elections met in closed session on this date. The following members of the Board and staff were in attendance: Mary Ann Keeffe, Donice Jeter, Nahid Khozeimeh, Graciela Rivera-Oven, David Naimon, Jackie Phillips, Margaret Jurgensen, Alysoun McLaughlin, Marjorie Roher, Lisa Merino, and Board Attorney Kevin Karpinski.

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The Board reviewed the December 15, 2014, Executive Session minutes.

The Board sought legal advice.

The Board discussed a personnel matter.

With no further business, Mrs. Jeter moved to adjourn the Executive Session and reconvene in Regular Session. The motion was seconded by Mrs. Rivera-Oven and carried unanimously.

Executive Session Minutes

Mrs. Jeter made a motion to approve the December 15, 2014, Executive Session minutes. The motion was seconded by Mrs. Rivera-Oven and passed unanimously.

Adjournment

With no further business, Mrs. Khozeimeh moved to adjourn the meeting. The motion was seconded by Mrs. Rivera-Oven and carried unanimously. The meeting adjourned at 5:03 p.m.

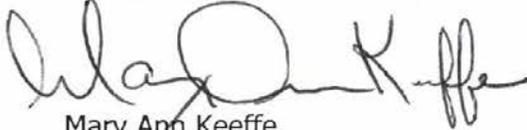
Respectfully Submitted,



Lisa Merino

Office Services Coordinator

APPROVED BY THE BOARD:



Mary Ann Keefe
President

FY15 OPERATING BUDGET SPREADSHEET
Through December 31, 2014 (As of January 20, 2015)

LINE ITEM	FY15 APPROVED	FY15 YEAR TO DATE*
PERSONNEL COSTS	3,694,533	2,104,790
5A001 - Salaries & Wages	3,013,667	1,760,854
50010 - Full Time Salaries	1,919,065	831,874
50012/50020 - Part Time Salaries/Seasonal Temps	648,960	581,025
60168 - Temporary Office Clerical (moved from OP for clarity)	201,329	67,690
SUBTOTAL FOR TEMPORARY PERSONNEL	850,289	648,715
50324 - Overtime (includes emergency, multi-lingual & holiday)	244,313	280,264
5A002 - FICA	209,979	143,638
5A003 - Group Insurance	286,432	126,749
5A004 - Group Retirement	184,455	73,549
OPERATING EXPENSES	3,760,559	1,812,154
6A001 - Services and Contracts	1,305,634	830,926
60060 - Legal/Attorney Services	100,000	42,798
60066 - SBE Program Management	485,370	171,155
60304 - Maintenance - Electrical	0	0
60314 - Maint - Computer Systems	25,000	0
60326 - Repair/Maint Agmts - Office Equip	11,000	2,659
60412 - Moving Services	25,000	16,145
60414 - Building Construction	0	0
60416 - Building Design	0	0
60530 - Other Professional Services - EJ Stipend	624,764	598,095
60532 - Other Non-Professional Services (includes EJ mod.)	34,500	73
6A002 - Maintenance	115,233	30,945
61010 - Computer Equip Repairs/Maint (EPB)	115,233	30,945
6A003 - Rentals/Leases	1,306,165	486,775
61902 - Furniture Rentals (Polling Place)	7,000	6,734
61904 - Copiers, Fax, Mailing Machine Rentals (see 63020)	0	0
61924 - Other Equipment Rentals (MDVoters)	864,766	364,766
61926 - Bldg or Space Rental/Leases (Pol. Place)	24,500	17,897
61932 - Other Rentals/Leases (DREs)	409,899	97,378
New Voting System (Optical Scan)	0	0
6A004 - Office Supplies & Equipment (<\$5,000)	185,600	35,510
62010 - General Office Supplies+	84,140	30,443
62016 - Computer Supplies	5,000	971
62018 - Computer Equip (<\$5,000)	28,000	0
62022 - Paper and Supplies for Copiers	0	2,354
62028 - Other Supplies & Equipment	68,460	1,743
6A011 - Books, Videos, and Subscriptions	3,500	3,448
62700 - Books/Reference Materials	2,500	1,514
62712 - Other Books, Videos, and Subscriptions	1,000	1,933
6A012 - Other Supplies/Materials/Equipment	133,584	62,121
62826 - Keys and Locks	0	2,385
62946 - Charges from SBE	133,584	59,735
6A013 - Printing/Central Duplicating Services	172,115	103,458
63016 - Imaging	35,380	4,923
63018 - Document Shredding	0	74
63020 - Office Mach. Cop. Leasing (see 61904)	11,760	8,726
63022 - Other Central Dup Svc - Printing (all printing costs)	124,975	89,735
Mandated Legal Requirements		
Charges from SBE		
Election Specific Costs		
Personnel Charges		
Temporary Personnel Charges		
Overtime Costs		
Benefits		

FY15 OPERATING BUDGET SPREADSHEET
Through December 31, 2014 (As of January 20, 2015)

LINE ITEM	FY15 APPROVED	FY15 YEAR TO DATE*
6A014 - Outside Printing	105,550	81,434
63100 - Outside Printing/Copying	550	0
63104 - Sample Ballot Printing	105,000	81,434
6A015 - Mail	138,361	72,420
63200 - Central Dup - Postage - Bulk (services, NO postage)	36,530	17,748
63202 - Central Dup - Postage - Individual (PO Box rental)	21,081	1,696
63206 - Inter-Office Mail/Pony Charge	750	2,756
63208 - Other - Mail (Sample Ballot Postage)	80,000	50,220
6A016 - Outside Postage and Mail	38,000	24,956
63300 - Outside Mail Services (VNCs and all other postage)	37,500	24,740
63304 - Other Outside Mail Services	500	216
6A017 - Motor Pool	29,114	10,186
63500 - Assigned Motor Pool Vehicles	25,614	2,912
63504 - Daily Rental Motor Pool	3,500	7,207
63506 - Other Motor Pool Charges	0	0
63508 - MP EZPASS Charges	0	67
6A018 - Communications Services	150,399	42,107
63600 - Local Telephone Service Charges	25,000	31,549
63604 - Cellular Phone Line Charges	6,800	1,381
63618 - Blackberry Charges (smart phones)	9,000	3,732
63624 - Communication Circuits	27,729	0
63626 - Communication Modems (SBE)	24,870	44
63634 - Other Communication Services (PP Phone Lines)	57,000	5,400
6A020 - Charges from Others	26,148	18
63810 - Charges for Facility Maintenance	26,148	18
6A021 - Travel	13,996	8,576
64010 - Metropolitan Area Travel	7,996	7,170
64012 - Non-Metropolitan Area Travel	6,000	1,406
6A022 - Education, Tuition, and Training	10,125	0
64100 - Local Conference Related	2,000	0
64120 - Other Education, Tuition, & Training	8,125	0
6A023 - Dues/Memberships	2,000	664
64200 - Professional Memberships (Individual)	2,000	664
6A024 - Advertising	20,036	14,711
64300 - Advertising - Jobs	0	0
64304 - Advertising - Marketing/Sales	20,036	14,711
6A099 - Miscellaneous Operating Expenses	5,000	3,899
69999 - Other Misc Operating Expenses	5,000	3,899
DEPARTMENTAL TOTAL	7,455,093	3,916,944
* Included prior year encumbrances		
+ Includes office supplies, polling place supplies, and office furniture		
Mandated Legal Requirements		
Charges from SBE		
Election Specific Costs		
Personnel Charges		
Temporary Personnel Charges		
Overtime Costs		
Benefits		

New Voting System Timeline

January 2015

- Contracts for Public Relations, Organization Change Manager and Warehouse Manager
- Hire Trainers
- Central Warehouse made available
- Governor publishes FY16 Budget

February 2015

- Work groups convene * (see attachment)

March 2015

- Voting System Hardware delivery to State
- Hire Contract Testers

April 2015

- Technical and user training of election administration staff
- Maryland General Assembly 2015 Session ends

June 2015

- New Board members oath of office
- Biennial Meeting June 9-11 2015 – Orientation
- Introduction of voting system

October 2015

- Statewide Mock Election
- Election Judges training starts

November 3, 2015

- City of Rockville election – *pilot election for new voting system (TBD)*

December 2015

- All Equipment delivered to the LBEs and ready for election use
- All Touchscreen Voting System and related equipment and supplies delivered to Central Warehouse



MARYLAND GENERAL ASSEMBLY
JOINT AUDIT COMMITTEE

January 14, 2015

Ms. Linda H. Lamone
Administrator, State Board of Elections
151 West Street, Suite 200
Annapolis, Maryland 21401-0486

Mr. Milton Chaffee
Administrator, Motor Vehicle Administration
6601 Ritchie Highway, NE
Glen Burnie, Maryland 21062

Dear Ms. Lamone and Mr. Chaffee:

The Joint Audit Committee has become aware of a meeting between the State Board of Elections (SBE) and the Motor Vehicle Administration (MVA) that took place on December 16, 2014, to address certain concerns relating to the policies and procedures for registering voters at the MVA. These concerns were first communicated to the committee in a November 20, 2014 letter from the Montgomery County Board of Elections. The letter requested that the committee direct the Legislative Auditor to conduct a comprehensive audit of the systems utilized to register voters and of the information provided to SBE and the local boards when a voter registers at the MVA. The concerns raised by the county board were:

- voters being changed without their knowledge from a political party to "other parties" or "unaffiliated";
- a member of the county board's staff was not presented with voter registration information in multiple transactions with the MVA;
- a claim that an individual's party affiliation was changed from Republican to Democrat;
- a claim that an individual had registered to vote at the MVA, but MVA records indicate that the individual declined to register;
- a U.S. national was registered to vote, despite being ineligible to do so; and

MONTGOMERY COUNTY, MD

14 JAN 22 AM 3:36

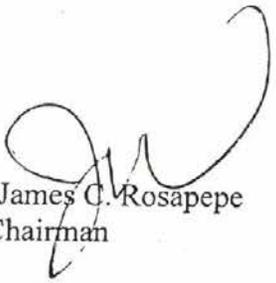
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SUPERVISOR OF ELECTIONS

Ms. Linda H. Lamone
Mr. Milton Chaffee
January 14, 2015
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- an alleged lack of internal controls over paper voter registration applications received at the MVA.

Please collaborate and provide the committee with a joint report by January 28, 2015, which (1) outlines and responds to the specific issues raised by the county board in the November 20, 2014 letter; (2) addresses any additional issues raised at the meeting; (3) provides a list of the specific corrective actions taken and/or agreed upon, if any; and (4) details any ongoing concerns. The committee will consider your report when deciding whether or not to direct the Legislative Auditor to conduct a performance audit of the voter registration system as requested by the Montgomery County Board of Elections. Thank you for your cooperation.

Sincerely,



Senator James C. Rosapepe
Senate Chairman



Delegate Guy Guzzone
House Chairman

JCR:GG/KDM/jac

cc: Members, Joint Audit Committee
Ms. Mary Ann Keeffe
Mr. Karl S. Aro
Mr. Warren G. Deschenaux
Mr. Thomas J. Barnickel III