

TELE-CONFERENCE MINUTES

Monday, April 19, 2021

MONTGOMERY COUNTY BOARD OF ELECTIONS

18753 N. Frederick Avenue, Suite 212, Gaithersburg, MD 20879

APPROVED

In Attendance:

Board Members:

James Shalleck, President
Nahid Khozeimeh, Vice President
David A. Naimon, Secretary
Diane Nash Dillon
Elise Barnes
Jacqueline L. Phillips
Alan Banov

Board Attorney

Kevin Karpinski

Staff:

Margaret Jurgensen, Director
Alysoun McLaughlin, Deputy Director
Boris Brajkovic, Voter Service Manager
Kera Bumbray, Management and Budget Specialist
Lisa Merino-Dean, Administrative Specialist
Janet Ross, Information Technology Manager
Christine Rzeszut, Operations Manager
Dr. Gilbert Zelaya, Outreach Coordinator

Due to technical difficulties, there was no meeting audio for this meeting.

Convene Board Meeting

Mr. Shalleck declared a quorum present and convened the meeting at 2:40 p.m.

Board President's Remarks

Mr. Shalleck announced that Boris Brajkovic has returned to the office after the passing of his wife.

Ms. Jurgensen announced that the monthly statistics were emailed to the Board as well as posted to the website. She reminded the Board Members that they must complete their annual financial disclosures to the State Ethics Commission by April 30, 2021. She added that the County Council Government Operations Committee will hold a hearing on the Board of Elections budget on April 26, 2021 at 9:30 a.m.

Additions and Changes to the Agenda

Ms. Jurgensen noted that there will be an additional set of minutes to be approved -- the February 22, 2021 Board of Canvassers minutes, under Approval of Minutes.

Disclosure of Contributions and Donations

There were no disclosures.

APPROVED

2020 Presidential Election Report

Information Technology Election Judge Training

Janet Ross, Information Technology Manager, reviewed a PowerPoint presentation on the 2020 Presidential Election Judge Training. The full presentation can be found [here](#). Report synopsis is posted to the website. Upon the completion of her report, Board members had inquiries.

Mr. Shalleck inquired whether the online training initiated this year was secure. Ms. Ross assured Mr. Shalleck that in order to log into the training, election judges must have a log in and a password to take training. Mr. Naimon asked if the 3 stages of the training must be completed to become an election judge; Ms. Ross confirmed they did. Mr. Naimon noted that based on the graph provided, quite a few election judges had dropped. Some completed the online quiz and did not complete the requirement to take the hands-on training. Ms. Jurgensen responded that historically volunteers often do not complete the requirements. Several volunteers later realized that the long hours for training, hours for the Monday night meeting, Election Day hours and COVID were too much. Mr. Naimon inquired if staff collected any data as to why volunteers did not complete the new online training specifically this year. Ms. Jurgensen responded that there was no data, but it could be explored. Ms. McLaughlin added that there may be more insight with this inquiry with the Recruitment report. Mr. Banov inquired how are the points determined in the precinct reporting. Ms. Ross responded that there is an internal point system in completing competency tasks successfully. Mr. Banov inquired which were the best ranked precincts. Ms. Ross will share the vote center rankings with the Board. In addition, she will share the online module training module with the Board.

Election Judge Recruitment

Debbie Hamer, Election Judge Recruiter, presented a PowerPoint presentation on the 2020 Presidential Election Judge Recruitment. The full presentation may be found [here](#). Report synopsis is posted to the website. Upon completion of her report, Board members had inquiries.

Ms. Shalleck inquired if there were any fewer Republicans serving as judges this year. Ms. Hamer responded that Montgomery County generally has a hard time recruiting Republicans, as it is majority Democratic. Mr. Naimon noted that the data shows a large under-representation of Unaffiliated and Republican judges this year. Mrs. Hamer noted that Recruitment staff does significant targeted mailings to recruit and ensure there is enough representation of the political parties. Mr. Naimon requested additional data on party affiliation distribution and age distribution from 2016 through 2020 for comparison. Mr. Naimon inquired if the section 203 bilingual election judges assigned to vote centers were placed all day or in shifts, Ms. Hamer responded that Montgomery County is mandated to always have 1 bilingual Spanish speaking judge assigned during Early Voting and Election Day, although staff's goal is to assign 4. He questioned why, based on the data, would more than one bilingual judge be assigned. He specifically noted that there were 17 bilingual judges assigned at the Lawton Rec. Center and questioned the need for that many at Lawton. Dr. Zelaya reminded the Board that the number of certified bilingual judges has increased in Montgomery County and noted that an excess of bilingual judges is a plus. Mr. Naimon further inquired if there was a system to assign bilingual judges and if they are based on need or by request of the election judge. Ms. McLaughlin clarified the process. First is the required mandate, then it is based on targeted locations and slots that need to be filled. Judges also frequently are placed based on their requests, usually to be close to their homes. In this case, with highly motivated bilingual judges, there were plenty

APPROVED

of judges. Dr. Zelaya added that the excess of bilingual judges is typically assigned to other assignments and do not solely serve as bilingual judges. Mr. Naimon requested data on full day or half day assignments of bilingual judges for the 2020 election cycle.

Section 203/Outreach

Dr. Gilberto Zelaya, Outreach Coordinator, reported/reviewed a PowerPoint presentation on the 2020 Presidential General Community Engagement. The full presentation can be found [here](#). The report synopsis is posted to the website. Upon completion of his report, Board members had inquiries.

Election Director Status Report Legislative Review

Ms. McLaughlin reported on the most recent legislative changes. Her full report can be found [here](#).

Ms. Dillon asked if the voter rolls are audited. Ms. Jurgensen responded that the department sends mailings to verify addresses, and internal peer to peer review of documents is performed within the department and other local boards. Mr. Karpinski added that the audit is on an ongoing process as records are created and updated per the voter.

Personnel

Ms. Jurgensen reported that the temporary IT staff remain on staff on to complete post-election State Board mandated maintenance on voting equipment, as well as inventory.

Budget

Ms. Jurgensen reported that the County Council hearing regarding the Board of Elections' budget will be on April 26 via ZOOM. In addition, she shared that the Council budget staff visited the Board of Elections for a tour and to learn more about the department.

Ms. Bumbray shared the budget spreadsheet and noted that most of the expenditures continue to be for personnel, with 5% of the budget remaining in the 4th quarter. She added differential pay played a significant factor in the department's deficit and noted that 39% of the budget remains. However, the State Board of Elections bill has yet to be paid and the department awaits the final bill estimate. It is estimated to be \$1.4 million.

Ms. Bumbray added that she did not the share with the County Council the letter prepared from the Board members disagreeing with the Office of Management Budget's recommendation with the County Executive's recommended budget. The letter will be provided to the Board for review. Ms. Jurgensen added new legislation will have a significant impact to the budget, noting that the information was shared with the County Council.

Voter Registration

Ms. Jurgensen asked if there were any questions on the Voter List Maintenance summary provided to the Board earlier in the week. The full report is [here](#). Dr. Barnes inquired how often does list maintenance occur. Mr. Karpinski responded that the voter rolls are updated based on a triggering event. Depending on the event, the voter will be placed in an inactive status or kept as an active voter. He added that the Board learns about inactive voters when mail to voters is not delivered or if the mail is returned with handwritten notifications.

State Board of Elections

Ms. Jurgensen reported that the State Board of Elections' pollbook RFP is moving forward. She added that Ms. McLaughlin, Ms. Ross and Jerry Quarshie are sitting in on the focus groups. She added that the voting system upgrades are being tested by State Board of Elections' staff. Ms. Jurgensen reported that based on the recent legislation developments, new regulations are being developed and staff will monitor the developments.

Board Attorney

Mr. Karpinski followed up on the ongoing FOIA request for videos of the ballot drop boxes. He added that a cost estimate for man hours to retrieve the videos is approximately \$9,000.00 and has been provided to the requester. Mr. Karpinski is awaiting a response.

New Business

Online Cyber Security Training

Natalie Scala, PhD, Associate Professor of Business Analytics and Technology Management, Towson University reported on the award-winning program her and Dr. Josh Dehlinger, Professor of Computer and Information Sciences, worked on with Anne Arundel and Harford Counties. The program was an online training module consisting of 7 modules to train election judges to recognize and mitigate potential threats. Modules explained Electronic Pollbooks, scanning units, provisional voting, Chief Judge responsibilities, ballot marking devices, voting booths and Same Day Registration. Dr. Scala noted that proposed modules to consider are vote by mail, vote centers and canvassing.

Mr. Shalleck thanked the Professors for their work and asked who runs the program, Towson or the local board. Dr. Dehlinger responded that the modules are created by Towson for the local board, but are self-guided and self-run by the judges. He added that the grading is done electronically, based on the design requested by the local board.

Mr. Shalleck inquired if the module creation is something that can be done without the State Board of Elections' approval. Ms. Jurgensen believes that if Anne Arundel was able to use the training module, other local boards should be able to as well, along with the State Board of Elections' issued training manual. She added that the State Board of Elections has been in communication with Towson regarding the training module and suggests that the State Board of Elections assist in paying for the module if local boards are required to use it.

Mr. Naimon inquired about the cost of the training system. Dr. Scala responded that updating 2 modules already established would cost an estimated \$5,500.00 and to create a new module would cost an estimated \$4,500.00 to \$5,000.00 per module. She added that the pricing would change depending how many local boards were involved or if the State Board would be involved. Dr. Scala will share the PowerPoint with Ms. McLaughlin to forward to the Board.

Action Items

- Mr. Naimon requested position assignments and age distributions of the election judges who served from 2016 through 2020 for comparison.
- Staff will provide the Bilingual Election Judge assignment break down for the 2020 election.
- Ms. Bumbray will provide the Board a copy of the memo for the County Council.
- Mr. Banov requested that 2020 center ratings be provided to the Board.
- Ms. Ross will provide the Board a link to the current training module.
- Ms. McLaughlin will provide the Board the Towson PowerPoint.

Approval of Minutes

APPROVED

Ms. Khozeimeh moved to accept the October 19, 2020 minutes as amended. The motion was seconded by Ms. Dillon and passed unanimously.

Ms. Khozeimeh moved to accept the November 13, 2020 minutes as amended. The motion was seconded by Ms. Dillon and passed unanimously.

Ms. Khozeimeh moved to accept the February 22, 2021 Board of Canvassers minutes as presented. The motion was seconded by Ms. Dillon and passed unanimously.

Adjournment

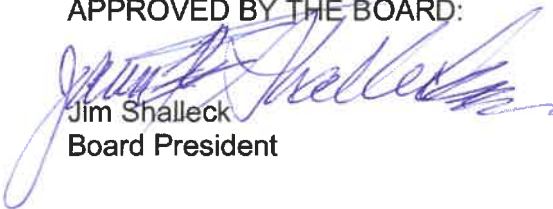
With nothing further to discuss, Ms. Khozeimeh moved to adjourn the meeting at 5:39 p.m. The motion was seconded by Ms. Phillips and passed unanimously.

Respectfully Submitted,



Lisa Merino
Administrative Specialist II

APPROVED BY THE BOARD:



Jim Shalleck
Board President

