

Montgomery County Board of Elections
18753 N Frederick Ave – Boardroom
Meeting - June 21, 2021 at 2:30p.m.

Election Director Report June 17, 2021

Agenda was posted June 7, 2021

Board members advance packet was emailed on Monday, June 7, 2021.

Action Items:

- Webpage Updated with Vote by Mail and Election Calendar 2022.
- Letter for Maryland Association of County Officials in draft form for distribution sent by Ms. McLaughlin.
- COMAR updates sent to Board members by Mr. Karpinski.
- Biennial Agenda is still pending for distribution by State Board of Elections.

Convene Board Meeting

1. Declare Quorum
2. President's Remarks

Announcements

1. Monthly Statistics: Posted and emailed to Board members on June 1, 2021.
2. Budget for the Board of Elections approved May 27, 2021 by the County Council.
3. U.S. Postal Service announces proposed increase in postage. See: <https://www.prc.gov/docs/118/118170/R2021-2%20USPS%20Notice%20M-D%20Price%20Change.pdf>

Public Comments – no notifications

Director's Report

1. Personnel –

- Released temporaries after completion of post-election maintenance of equipment and state inventory on June 4, 2021.
 - Continue to work with Human Resources to fill vacant positions. Discussion with County Liaison regarding concerns about filling vacancies
2. Budget - Kera Bumbray
 - Questions
 3. Voter Registration- Boris Brajkovic
 - Questions about monthly statistics
 4. State Board of Elections
 - Announced the proposed upgrade to the voting system will not occur. The following is the statement released to the Director's related to this matter:
 "After months of thorough testing, it appears that we will not be certifying EVS6110 for use in the State of Maryland. It was the goal and intent of SBE to upgrade the voting system and its associated software and hardware in 2021; however, inefficiencies discovered in portions of the software suite would negatively impact the election calendar, processes and workflows used in Maryland. In keeping with SBE's goal to continuously enhance and improve elections, ES&S and SBE will proactively collaborate to ensure future software suites meet or exceed the standards and needs of Maryland."
 - SBE will refresh the Network Hardware and testing will be conducted. Mock election will occur in the Fall of 2021.
 - Montgomery County staff serving on focus group on the development of the new vote by mail application, and this portion of LBE input has been completed.
 - ES&S and SBE will be examining and investigating the Ballot Marking Devices that alleged flipping occurred. Equipment review will occur with State Board staff and ES&S technicians.
 - IT Staff working with SBE staff related to the GIS mapping in preparation for redistricting, this includes software updates due to changes in the County GIS data format. Staff is proofing data from the street file to ensure accuracy.
 - SBE working on redistricting issues and impact to election calendar.

- Ballot Drop Box requirements is in very early development.
- Pollbook acquisition is planned for September Board of Public Works meeting.

5. Web Page

- Webpage Updated with Vote by Mail and Election Calendar 2022.
- Staff is in the process of reviewing the website and providing updates for the 2022 election.

Board Attorney Report – Kevin Karpinski

New Business – Early Voting

1. **Funding is needed for additional early voting sites.** The Board will need to request additional funds from the County Executive and Council prior to the selection of the 13 or 14 Early Voting Election Centers. The amount of monies that will be needed for the overall budget plus millions of additional dollars over the current budget because of the numerous new legal mandates implemented by the Maryland General Assembly.

The Board should expect to be prepared to hear a request for an early commitment to a total of up to 14 early voting sites early in the process of the selection and funding. Besides all the other legal requirements, the Board is required to take the following into account in selecting each early voting site:

“A local board shall take into account the following factors when determining the location of an early voting center:

- (I) Accessibility of the early voting center to historically disenfranchised communities, including cultural groups, ethnic groups, and minority groups;
- (II) Proximity of the early voting center to dense concentrations of voters;
- (III) Accessibility of the early voting center by public transportation;
- (IV) Ensuring equitable distribution of early voting centers throughout the county; and
- (V) Maximizing voter participation, including through the use of community centers and public gathering places as locations for early voting centers.”

2. **The Executive Office Building presents challenges.** In the proposed listings in Attachment A, you will read that the Executive Office Building is listed. This site has significant space issues. At this time, we expect that

the Board will be expected to set up for distribution of 750+ different ballot styles, or approximately 10,000 paper ballots minimum, which will require at least eight black carts at the ballot distribution area plus overflow carts for storage of supplies. If the Board is committed to keeping the Executive Office Building location, the consequence will be long wait times. The staff would like to offer voting at that location using only the Ballot Marking Device, but currently the Board is required to offer both and using only Ballot Marking Devices would require purchasing additional equipment as well as approval by the State Board staff and the State Board to offer this as the exclusive voting method.

Proposed Calendar for 2021:

Board Meeting - June 21, 2021

- Introduce the Early Voting Center locations.
- Staff ask for recommendations for other locations.
- Staff describe the newest legal requirements of the Early Voting Centers
- Budget impact
- Proposed Board of Election public discussion of Early Voting locations
 - a). July 19, 2021- Board Meeting
 - Public Information broadcast – all media
 - b). September 18, 2021 – Public Hearing
 - c). September 21, 2021 – Board meeting
 - d). October 18, 2021 – Board meeting
- Board of Elections selection of Early Voting Locations –
 - October 18, 2021.
- Prepare all MOUs for locations to confirm site and requirements
- Submit to State Board of Elections for approval
- Alternate submission date: November 15, 2021
- Legal deadline for submission to SBE is November 29, 2021

Board meeting July 19, 2021

- Public discussion Early Voting locations
- Discuss Budget ramifications and prepare to go before the County Council for funding of all new legal mandates.
- Public Announcement: solicit public input and plan public hearing for September 18, 2021.
 - (l) Distribute Revised Attachment A with Board members suggestions

- Public discussion of polling places for review and public distribution and input.

Board meeting August 16, 2021 – no meeting

Biennial meeting August 25, 2021 – all day

Board Public Hearing - September 18, 2021 – Morning (this event is not required by SBE)

COB Auditorium or here or an alternate location

Board meeting – September 20, 2021

- Public discussion of early voting locations
- Public input still received until October 14, 2021 by COB
- Public input of precinct polling place changes (*deadline for Polling place changes March 29, 2022 – realistic notification requires at least three weeks for mailing preparation of voter notifications which are supposed to be provided 13 weeks prior to the June 28, 2022 Election so this needs to be finalized by February 28, 2022, for timely notification.*)

(County Executive/Council approves supplemental budget for Board of Elections sometime in September or October.)

Rosh Hashanah – September 6, 2021

Yom Kippur - September 15, 2021

Board meeting – October 18, 2021

- Board votes for recommendations to submit to SBE for Early Voting Centers and alternate locations for 2022 Elections.
 - a) MOUs with City of Gaithersburg, SSVFD & County
- Preliminary Board approval of new Polling Place locations to allow staff to prepare the required regulatory paperwork.
- Discussion of Drop Boxes – review of sites meeting security requirements.

Board meeting – November 15, 2021

- **(Back-up for Early Voting Centers submission of locations to SBE - November 29, 2021-Legal deadline for Early Voting documents for submission to SBE)**
- Public Discussion of drop box locations commences and Board recommendations for locations.

- Board and Staff discussion on impact of County Redistricting for Council Districts; is it possible for timeline development by staff?
- **Deadline for the County Council Redistricting Commission to submit the Council District lines to County Council – 11/15/2021**

Board Meeting – December 20, 2021 – TBD

Holidays – Hanukkah – begins November 28, 2021

Christmas – holiday December 24, 2021

New Year's Day – holiday December 31, 2021

Board Meeting – January 24, 2022

- **Finalize Drop Box locations**
- **Review County Council Actions related to Redistricting**

Deadline to file for office in Maryland – February 22, 2022

Board meeting – February 28, 2022

- **Act on Redistricting changes for Voter Notification Mailing**

Ballot Proofing Commences – February 24, 2022

Ballot order submission – April 28, 2022

Ballots mailed Military/Overseas Voters – May 13, 2022

Ballots mailed to Domestic voters – May 30, 2022 or when SBE determines.

Election Day June 28, 2022

Approval of Minutes

1. March 15, 2021
2. May 17, 2021

Future meetings

- A. July 19, 2021
- B. August 16, 2021 (tentative)
- C. Biennial – August 25, 2021 (10:00 AM – 4:00 P.M.) with optional dinner that concludes at 8:00 P.M.
- D. September 20, 2021
- E. October 18, 2021
- F. November 15, 2021