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## **MEETING MINUTES**

**Monday, November 15, 2021**

### **MONTGOMERY COUNTY BOARD OF ELECTIONS**

**Virtual Board meeting via ZOOM**

#### **In Attendance:**

##### **Board Members:**

Nahid Khozeimeh, President (in person)

Diane Nash Dillon, Vice President

David A. Naimon, Secretary

Amoretta Hoeber

Alexander Vincent

Alan Banov

##### **Board Attorney:**

Kevin Karpinski (in person)

##### **Staff:**

Margaret Jurgensen, Director

Alysoun McLaughlin, Deputy Director

Kera Bumbray, Management and Budget Specialist

Boris Brajkovic, Voter Services Manager

Lisa Merino-Dean, Administrative Specialist

Janet Ross, Information Technology Manager

Christine Rzeszut, Operations Manager

Audio/video of the meeting may be found on YouTube at the link below:

<https://youtu.be/RMSzi70T9k4>

#### **Convene Board of Canvassers [:59]**

Mrs. Khozeimeh called the Board of Canvassers meeting to order.

#### **Reject Ballot [1:14]**

The Board members reviewed 2 ballots for the 2020 Presidential Election. One ballot was post-marked October 7, 2021, and the other was post-marked October 30, 2021. They were received recently.

Upon review of one of the ballots, the oath was signed and dated on October 13, 2020.

Mr. Naimon requested that staff contact the Post Office to inquire why the ballot was received so late. Ms. Jurgensen agreed to do so. In addition, Mr. Naimon and Ms. Dillon requested that staff contact the voter; Ms. Jurgensen agreed.

Ms. Dillon moved to reject the 2 ballots because they were received too late for the 2020 Presidential General election. The motion was seconded by Ms. Hoeber and passed unanimously.

**Adjournment [11:55]**

Ms. Dillon moved to adjourn the Board of Canvassers meeting at 2:45pm. The motion was seconded by Ms. Hoeber and passed unanimously.

**Convene Board Meeting [12:09]**

Mrs. Khozeimeh called the Board Meeting to order at 2:46pm.

**Board President Remarks [12:35]**

There were no remarks.

**Additions/Changes to Agenda [13:00]**

Mr. Karpinski stated that there would be an Executive Session directly after the Board meeting to discuss a personnel matter.

**Disclosure of Campaign Contributions [12:30]**

Mr. Naimon disclosed that he attended a State Democratic Party fundraising event on October 31, 2021.

**Public Comments [12:55]**

No one requested to address the Board.

**Election Director Status Report [13:45]**

Ms. Jurgensen reported that the State has advised the local boards of elections that facilities with a drop box must have 24/7 camera surveillance with the ability to capture and store data for 22 months. Montgomery County was allocated 46 drop boxes in 2020. She added that staff has not been advised on the allocation of drop boxes by the State Board for the upcoming election cycle, but the Board would be receiving the same number of boxes from the State Board. Local Boards have been advised that if additional drop boxes are requested, orders must be submitted by December 2021.

Ms. Jurgensen reported that staff expects to conclude the mock election on November 18, 2021.

**Budget [15:18]**

Ms. Bumbray reviewed the budget spreadsheet for FY22 to date.

Ms. Jurgensen reported that the FY23 budget was submitted today. She added that the buildout proposal is currently with the Office of Management and Budget (OMB) for review. Mr. Banov asked if the contract for the buildout would provide that the work be completed by January 31. Ms. McLaughlin replied that the County still has the draft contract, but that when it is completed, it will provide that work be finished by January 31. Ms. Jurgensen noted that the County Department of General Services would be the signatory to the contract.

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**Voter Registration [20:13]**

Voter statistics information was provided on November 1, 2021.

A candidate has been identified to fill the OSC bilingual position in Voter Services. Staff is working with the County Office of Human Resources to fill the position.

**Website [20:48]**

Ms. Ross stated that staff is working on the BOE media page and will relaunch an updated website sometime in January or February.

**Board Attorney Report [21:41]**

Mr. Karpinski reported that he is working with staff on the Early Voting MOUs, although it is unclear whether the County Attorney will sign off on the MOUs for private facilities as he does for the County facilities.

He added that he and Operations staff are working to clarify insurance obligations for private facilities.

**New Business [25:26]**

Ms. Jurgensen noted that at last month's Board meeting, the Board approved Long Branch Community Recreation Center as an Alternate Early Voting Center. However, according to State regulation, local boards are required to provide advance notice [by website] prior to action/motion. At this time, with notice already being provided, Ms. Jurgensen requested a motion to reapprove Long Branch.

Mr. Naimon moved to accept:

- East County Community Recreation Center
- Upper County Community Recreation Center
- Long Branch Community Recreation Center

as alternate early voting centers for the 2022 Primary Gubernatorial election. The motion was seconded by Ms. Dillon and passed unanimously.

**Drop Box Discussion [26:11]**

Ms. Jurgensen reported that a list of proposed potential drop box locations was sent in advance. The proposed list can be found [here](#).

The Board discussed staff's proposed locations of ballot drop boxes, which included adding boxes at Bauer Drive Community Recreation and Wilson Wims Elementary School and moving the box from the Montgomery County Conference Center to the Kennedy-Shriver Aquatic Center. The Board discussed the need to purchase additional boxes to replace secure ballot bags at other location used in the 2020 election. Ms. Jurgensen noted for reference that the 2020 cost for ballot drop boxes when purchased in bulk was \$1,550.00 per unit. She added that there is an expectation the costs will be higher because the price of metal, labor, and delivery all have increased.

Mr. Naimon made a motion requesting that staff order [from the State Board of Elections] 5 additional drop boxes besides those the staff has recommended, adding them at high schools, keeping boxes at locations staff proposes subtracting. The motion was seconded by Mr. Banov. Mr. Naimon and Mr. Banov voted for the motion, Ms. Dillon and Mrs. Hoeber voted against the motion, Mrs. Khozeimeh abstained. The motion did not pass.

Mr. Naimon made a motion requesting that staff order [from the State Board of Elections] 4 additional drop boxes. The motion was seconded by Mr. Banov. Mr. Naimon and Mr. Banov voted for the motion, Ms. Dillon and Mrs. Hoeber voted against the motion, and Mrs. Khozeimeh abstained. The motion did not pass.

Mr. Naimon made a motion requesting that staff order [from the State Board of Elections] 3 additional drop boxes. The motion was seconded by Mr. Banov. Ms. Khozeimeh, Mr. Naimon, Mr. Banov and Mrs. Hoeber voted for the motion; Ms. Dillon voted against the motion; the motion passed.

**Old Business [1:35:31]**

No items were discussed.

**Action Items [1:36:17]**

- Staff will follow up on the two ballots received untimely that were rejected in the Board of Canvassers' meeting. Staff has been requested to contact the Post Office and the voters to further inquire why the ballots were received so late.

**Approval of Minutes [1:38:24]**

Ms. Dillon moved to accept the September 20, 2021 minutes, as amended. The motion was seconded by Mrs. Hoeber and passed unanimously.

Ms. Dillon moved to accept the October 18, 2021 minutes, as amended. The motion was seconded by Mrs. Hoeber and passed unanimously.

**Board Remarks [1:40:16]**

Ms. Khozeimeh addressed Ms. Jurgensen's retirement notice. She and the Board members spoke highly of Ms. Jurgensen's work ethic, knowledge and dedication as the Election Director. Mr. Naimon added that her experience and knowledge in election administration have served the Board members well. Mr. Naimon noted that the challenge of working with several political appointees and County staff to conduct successful elections has been unprecedented, especially during the most recent 2020 election during the pandemic. Ms. Dillon added that she admires the way the Board of Elections is run with such integrity and fairness, and the apolitical nature of the organization.

Ms. Jurgensen thanked the Board and credited the success to the staff, noting that it is a team effort. She reminded that Board that while she will be leaving soon, the staff will remain and will be as successful.

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**Adjournment [1:46:38]**

Ms. Dillon moved to adjourn the Board Meeting and go into Executive Session. The motion was seconded by Mrs. Hoeber and passed unanimously.

**Virtual Executive Session**

The Montgomery County Board of Elections convened in Executive Session pursuant to the State Government Article, sections 10-508(a)(2)(7) and (10), to discuss a personnel matter. The following were in attendance: Nahid Khozeimeh, Diane Nash Dillon, David Naimon, Amoretta Hoeber, Alexander Vincent, Alan Banov, Board Attorney Kevin Karpinski and Election Director Margaret Jurgensen.

Respectfully Submitted,

  
Lisa Merino-Dean  
Administrative Specialist II

APPROVED BY THE BOARD

  
Nahid Khozeimeh,  
Board President

