Montgomery County Board of Elections
Election Director's Report – February 2023

Notice and Distribution of Materials

Draft minutes of the January 23, 2022, meeting and Agenda for February 27, 2023, meeting were circulated to the Board on February 17, 2023 along with the Budget Expenditures document.

The Agenda for the February 27, 2023, meeting was posted on the website on February 17, 2023.

The Director's Report and Report on Manual Audit of 2022 General Gubernatorial Election were provided to the Board on February 23, 2023.

Action Items from Previous Meetings

➢ Maryland State Board of Elections Administrator's letter to the Montgomery County Board of Elections, dated February 9, 2023, regarding 'Albert Sensor and protection of the information and data used to conduct elections' was forwarded to the Board members on February 10, 2023.
➢ Grant Agreement between Center for Tech and Civic Life and Montgomery County, dated October 27, 2020, was shared with the Board members on February 10, 2023.
➢ The below information on ERIC were also shared with the Board members on the same day:

ERIC – shared and matched data
- Voter registration data from ERIC participating states
- Data from participating states' Departments of Motor Vehicles
- Social Security Administration's death records
- National Change of Address (NCOA) program

ERIC DATA
- In-State Address Changes
- In-State Duplicates
- Cross-State Address Changes
- Death Notifications
- NCOA Address Updates

Voter Registration Statistics
Monthly Statistical Report. The Report for January 2023 was distributed to Board members on February 1st, 2023. As of that date, there were 678,959 active registered voters in Montgomery County and 54,842 inactive voters, for a total voter count of 733,801.

Personnel
Permanent positions: Board staff completed the process of selecting a candidate to fill a vacant Office Services Coordinator position with Voter Services. Onboarding of the successful candidate is expected upon completion of all background checks.

An Administrative Specialist II position, responsible for budgetary and financial aspects of the department, has been advertised.

Necessary documentation for an Information Technology Technician III position, responsible for voting equipment, has been submitted to OHR to be advertised.

Temporary positions: A limited number of temporary team members remains on the payroll while current vacancies for BOE permanent positions are filled to assist with a variety of deadline-driven tasks, such as post-election inventory, voting equipment maintenance, and voter registration list maintenance.

Budget

A Document presenting FY23 Board of Elections Expenditures through February 16, 2023, has been shared with the Board. The expenditures since the last Board meeting were in line with the forecast. Staff is preparing an overview of the budgetary needs for the rest of FY23.

Staff met with OMB on February 14, 2023, to discuss budget needs for FY24 and reached an understanding on the Board's proposals. Subsequently, the Election Director met with the County Executive and OMB to review the Board's enhancement requests in advance of the meeting with the Board. Board members met with the County Executive on February 23, 2023 and reaffirmed the recognized department budgetary needs for FY24.

Legislation

The deadline to introduce legislation in the 445th session of the Maryland General Assembly without referral to the chamber's Rules Committee has passed (February 6 in the Senate, February 10 in the Senate). Attached is a list of the status of all election's bills under consideration by the General Assembly. At this time, each bill has been heard or scheduled for hearing, but none have been reported by committee, favorably or unfavorably.

Sections' activities:

Manual Audi: BOE Staff conducted legally mandate Manual Audit of 2022 General Gubernatorial Election on February 13, 2022. Detailed Report is presented separately to the Board.

Lessons learned sessions: The BOE staff continues its engagement with SBE and other LBEs through Working Groups that are looking into different programmatic areas and reviewing lessons learned from the 2022 Election Cycle.

Voter Services: During the past month, the Operations team has transferred the function of Candidate Filing to Voter Services since this is a task that is best served in the front office. The newly assigned Staff has participated in the SBE's 2024 Candidate Filing training.

Voter Registration team continues its daily List Maintenance activities that include processing of all incoming records, provided directly by the voters, DHMH, Jury Commission, Courts or through ERIC.

IT Section: Temporary IT Staff completed Post Election Maintenance (PEM) and the required State inventory on the DS200s/scanners, pollbook printers and the ExpressVotes/BMDs. The staff will begin performing PEM and inventory on the pollbooks.

On February 14th the IT Staff worked with SBE to return the old decommissioned pollbook printers and received the new pollbook printers to be used beginning with the 2024 elections. The temporary IT Staff will perform User Acceptance testing on the new printers once PEM is completed.

IT Manager is working with TEBS to select a vendor to replace the Election Worker module. In addition, the IT Staff is working with the Recruitment staff to update the software requirements with requested enhancements for the Election Worker module.

Operations Section: The Staff continues to prepare the 2022 unused ballots for shredding according to the State Board of Elections document retention and disposal schedule. Within the past month, the total of 22,580 pounds of unused ballots and other election related materials were shredded. The 2020 materials have not been shredded yet pending resolution of the court process.

Recruitment staff is actively involved in the reassessment and redesign of the Election Worker recruitment software. This task is expected to continue through the April.

Upcoming Meetings / Events
Candidate Filing: State Board of Elections issued a correction of the candidate filling start date, indicating that candidate filling process was open from January 19, 2023, to Friday January 19, 2024.