

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

Notice and Distribution of Materials

Draft minutes of the April 17, 2023, meeting were distributed to the Board on May 4, 2023.

The Agenda for the May 15, 2023, meeting was posted on the Board of Elections web site on May 5, 2023, and shared with the Board on May 8, 2023.

The Director's Report, the Budget document, and Action Items from the previous Board meeting were shared with the Board on May 11, 2023.

Action Items from Previous Meetings

1. Outreach calendar – shared as a part of the meeting packet

2. Update on potential expansion of the BOE space

Staff had reached out to the lessors of the current BOE building to inquire if any current tenant lease agreements would be ending in the near future.

We learned that 8,350 square feet space within the complex would become available October 1, 2023. Staff has reviewed the space and determined that the size and configuration (with adjustments) could be utilized as:

- a training space (for up to three training sessions to be conducted simultaneously),
- canvass space with potential to host 50 canvass teams,
- combination of a smaller canvass and training sessions
- public hearings area
- voter registrar training area
- Chief Judges Briefings and Future Vote volunteers meeting

The landlord prepared a proposal that includes lease cost of \$9,679.04 per month (agreeing to charge us the same price per square footage that BOE currently pays).

Per the established County process, BOE staff has engaged with the Real Estate Section of DGS to commence the process. At this point, DGS is in direct communication with the landlord regarding architectural review and potential solutions that would be required to enable BOE to fully utilize the space as per County's code.

Voter Registration Statistics

Monthly Statistical Report. The Report for April 2023 was distributed to Board members on May 11, 2023. As of end of April 2023, there were 677,479 active registered voters in Montgomery County and 58,972 inactive voters, for a total voter count of 736,451.

State Board Of Elections:

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During its session on May 4, 2023, the State Board of Elections approved the text of the vacancy notice for the new State Election Administrator. The job opening was published on May 5 and applications must be received no later than 2 pm EDT on Friday, May 19, 2023.

Personnel

Permanent positions: Ms. Aida Hulen has retired at the end of April 2023 after nineteen years of public service with the Voter Registration Section of Montgomery County Board of Elections. The staff wishes her all the best in a new life chapter.

As a part of the ongoing organizational changes implemented to better respond to evolving BOE needs, a Recruitment and Election Support Manager I position was created to deliver undivided focus on Election Judges Recruitment and Retention. Ms. Christine Rzeszut has taken on the new role as of May 7, 2023, where she will bring many years of experience as Operations Manager for BOE.

Staff completed interviews for Administrative Specialist II – Finance position on May 1, 2023. A successful candidate has been selected. As per the established process, the County's HR Department is conducting onboarding process.

On May 11, 2023, the staff completed interviews for IT Tech III position and identified a successful candidate. The County's HR Department will conduct the onboarding process.

Three IT Tech II positions have been advertised on May 4 and the job posting will close on May 19, 2023.

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 tasks, such as post-election voting equipment maintenance, preparation for the new pollbooks and outreach.

Budget

A Document presenting FY23 Board of Elections Expenditures through May 10, 2023, has been shared with the Board. The expenditures since the last Board meeting were in line with the forecast.

The Board President, Board Secretary, Election Director, and Deputy Election Director appeared before Government Operations & Fiscal Operations (GO) Committee of the County Council on April 27, 2023. The Committee unanimously supported the request for Supplemental Appropriation to the FY23 Operating Budget. In addition to inquiring about a number of forecasted expenditures in FY24 budget, the Committee informed the BOE members that Councilmembers Jawando and Katz proposed doubling the BOE's outreach funding by adding \$70,000 to the proposed budget.

The BOE representatives will appear before the County Council on May 12, 2023, for a full Council deliberation on the BOE FY24 Budget and Committee's proposal.

Petition

On April 20, 2023, the BOE received a request for Advanced Determination regarding a Petition. Following the Board Attorney's review, the Election Director signed off on the request for Advanced Determination regarding a Petition on May 4, 2023. The petition, as per Article XI-A, § 5, of the Maryland Constitution and Montgomery County Charter § 507, aims to submit to the voters of Montgomery County in the next General Election a proposal to amend the Charter of Montgomery County to require term limits for the County Executive by amending § 202 of the Charter. The proposed amendment intends to bar the County

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Executive from serving more than two full or partial consecutive terms of office, although no officeholder who has served two consecutive terms will be barred from running for re-election to more than two non-consecutive terms. This proposed amendment is intended to apply to both current and future officeholders.

Sections' activities

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

IT Section: Temporary IT Staff is performing quality checks on the voting booths used for the last election to ensure all the pieces are in each box and that none of the voting booths are broken. In addition, the Temporary IT Staff is prepping the old pollbook cases to be retrofitted with the new inserts to store the new pollbooks. The retrofitting project is scheduled to begin later this month when the new inserts are received from SBE.

IT Manager is continuing to work with TEBS to develop a solution to replace the Election Resource Management System. IT Manager is also working with the City of Rockville and the City of Gaithersburg on their upcoming elections.

Operations Section: The Operations team is currently preparing the final pallet of un-voted 2022 election ballots for shredding. While awaiting court ruling that could potential enable us to shred 2020 election ballots, Operations Team is organizing temporary storage for 2022 election cycle voted ballots.

Recruitment and Election Support: The Election Workers Recruitment team continues to work with the Outreach Program by participating in various events throughout the County with an emphasis currently on reaching high school students for the upcoming elections.

Upcoming Meetings / Events

Maryland Association of Election Officials Annual Conference – May 15 – May 18, 2023.