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

Notice and Distribution of Materials

Draft minutes of September 28, 2023, meeting was distributed to the Board on October 9, 2023.

The Agenda for the October 16, 2023, meeting was posted on the Board of Elections web site on October 9, 2023.

The Director's Report (including Action Items from Board's September 28, 2023, meeting), the budget document, and meeting materials were shared with the Board on October 12, 2023, and posted on the website.

Action Items from Previous Meetings

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

2. List of X (former Tweeter) accounts that BOE is following and list of accounts that are following BOE has been shared with the Board on September 30, 2023.

3. Information on Staff's Outreach efforts at Poolesville Day were communicated to the Board on September 20, 2023.

4. Staff has reached to Republican Women Clubs, and we are invited to attend an event.

5. Information on Staff plans to further increase use of undeliverable mail as a tool to perform list maintenance.

6. Further information on a number of Budget lines were incorporated in the Budget document shared with the Board on October 12, 2023.

Voter Registration Statistics:

Monthly Statistical Report for September 2023 was distributed to Board members on October 2, 2023, and published on the BOE's website. As of the end of September 2023, there were 678,049 active registered voters in Montgomery County and 65,141 inactive voters, for a total voter count of 743,190.

State Board of Elections (SBE):

The new Maryland State Election Administrator will visit Montgomery County Board of Elections in November to meet the staff and assess warehouse space and operational issues associated with an increasing amount of equipment.

Personnel
Permanent positions:

The Staff has completed interviews for two Office Services Coordinator positions with Voter Registration. Successful candidates were selected, and onboarding process is currently being conducted by the County's Office of Human Resources.

The ad for Program Manager II – Voter Services position closed on October 9, 2023, and Staff expects to commence interviewing process next week.

The Department readvertised vacancy for two IT Technician II position. Interviews are expected to commence the week of October 23, 2023.

Temporary positions:

Due to State Board of Elections decision to use legacy pollbooks for the 2024 election cycle, a limited number of temporary IT staff is on-site to complete necessary preparation and maintenance of the pollbooks. Additional temporary team members are assisting with organization of Outreach events.

The Board of Elections participated in the Montgomery County Career Fair on October 3, 2023, at Silver Spring Civic Center. BOE had each section represented at the Job Fair to answer questions and conduct on-site screening of interested applicants for temporary Election Aid II jobs. Over 700 jobseekers walked through the event and 179 potential candidates preregistered for a job with BOE. The Staff met with over 60 candidates for onsite conversation and review. Staff also used the event to conduct its Outreach and hire election workers.

Budget

The new fiscal year began as of July 1, 2023. The attached Budget Document reflects the approved 2024 Budget and Department's spending through the first quarter of Fiscal Year 2024. Budget document includes additional information on several budget lines as previously requested by the Board.

Sections' Activities

Voter Services

The Voter Registration team continues its daily processing of paper and electronic voter registrations requests, list maintenance activities which includes processing all incoming records provided directly by the voters or received from DHMH, the Jury Commission, Courts or through ERIC.

The Mail In Voting team has identified five temporary team members who will support processing of Rockville municipal elections mail in ballots. Additionally, the team has identified 16 election workers who will conduct canvass of received mail in ballots.

IT Section

IT permanent and temporary Staff is in the process of re-installing software and performing maintenance on the legacy pollbooks.

IT Manager is continuing to work with the Technology and Enterprise Business Solutions (TEBS) department on the implementation of the replacement election worker and future vote portal. TEBS and BOE Staff will begin unit testing of the election worker portal beginning the week of October 16th.

The IT Manager is continuing to work with the City of Rockville and the City of Gaithersburg on their upcoming municipal elections.

IT Manager will assist Frederick County BOE in interviewing for GIS position.

Operations Section
The Operations Section Staff has completed the documentation that is required by the State Board of Elections by October 16, 2023, for final approval of Early Voting sites as approved by the Board during the September meeting. The Board President's letter to the County Executive and County Council regarding support for fourteenth Early Voting Site was sent on September 22, 2023.

Staff is working on documentation required by SBE for Drop Boxes that will be uploaded as per Board's approval of Drop Boxes for 2024 election cycle. Deadline to upload all documents is November 13, 2023.

The Operations team is currently working on completing SBE required Polling Place Site Selection documentation for submission by the November 14, 2023, deadline. Documents will be finalized following Board's review and approval of polling places for 2024 Presidential Election Cycle.

MCPS had assigned a different date for Advance Placement testing in 2024 as it was initially scheduled to overlap with the 2024 Presidential Primary Election Day. However, MCPS does not seem to be in a position to move IB testing scheduled on the same day. Current proposal from MCPS is to relocate polling places from Bethesda Chevy Chase High School and Watkins Mill High School, which would allow MCPS to concentrate testing in two schools (IB program is offered in eight schools in Montgomery County). Election Director and Operations Manager will meet with MCPS staff next week to discuss the proposal and alternatives in order to prepare a proposal for the Board.

Recruitment and Election Support
Recruitment continues to process Election Worker applications, review the recruitment processes for the upcoming election and support Outreach by participating in scheduled outreach events.

The Recruitment Team reached out to 145 members of Vet The Vote group who expressed interest in serving as election workers in the 2024 election cycle. Vet The Vote is a national campaign to recruit veterans and military family members to volunteer and serve as election workers.

The Recruitment Team also reached out to 2,571 individuals who have signed with Power the Polls and expressed interest to serve as election workers in Montgomery County for previous elections. Over 800 individuals previously signed up to be election workers through Power the Polls platform.

Meetings / events

Attended meetings / events
On September 22, 2023, Senator Brian Feldman (District 15), Chair of Education, Energy and the Environment Committee visited Board of Elections and met with the Board President and Staff. The conversation focused on preparations for 2024 elections.

On September 29, 2023, Election Director met with Rockville City Clerk, President of the City Board of Elections, State Election Administrator and SBE staff to review preparations for the upcoming Rockville municipal elections.

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Upcoming Events:
October 19, 2023: 2023 Biennial meeting of Maryland Election Officials – Board members, Board Attorney, Election Director, and Staff.

October 29, 2023: League of Women Voters of Montgomery County Maryland, Open House – Election Director.

November 15, 2023: The new Maryland State Election Administrator visit to Montgomery County BOE.