

## **Election Director Report**

### **April 15, 2019 Board Meeting**

Agenda Posted April 5, 2019

- I. Convene Board Meeting Quorum Present
- II. Approval of Minutes
- III. Additions/Changes to the Agenda
- IV. Executive Session – Approve Minutes
- V. Election Director - Status Report

#### Announcements:

Maryland State Ethics Commission reminder for Board - Financial Disclosure due April 30<sup>th</sup>.

Election Assistance Commission requested that Election Director serve on the working group "Disaster Preparedness & Recovery Working Group". I have agreed to serve. Presentation made on April 10, 2019 to EAC Disaster Preparedness & Recovery Working Group via Web-Ex/Conference Call.

#### Notification:

High School Outreach has commenced for 2020 Election Cycle.

#### A. Personnel

- i) Budget Analyst position – Alysoun McLaughlin
- ii) IT - staff is continuing to perform Post Election Maintenance, DS 200 completed, Ballot Marking

devices completed, beginning pollbooks then ballot booth repairs and performing SBE Inventory.

- iii) Pollbook battery testing to commence in an estimated 10 days.

B. Budget – Alysoun McLaughlin

- i) Follow up with GO Committee Meeting  
COB -7<sup>th</sup> Floor – May 2, 2019 @ 9:30 a.m.  
Outreach to improve voting at correct polling place.
- ii) Budget Spread sheet

C. Voter Registration – Jessica White Newby

[https://www.montgomerycountymd.gov/Elections/Resources/Files/pdfs/stats/2019/Stats\\_Mar\\_2019.pdf](https://www.montgomerycountymd.gov/Elections/Resources/Files/pdfs/stats/2019/Stats_Mar_2019.pdf)

D. State Board of Elections

- i) Candidate Filing for 2020 began February 5, 2019.  
Reminders about confirming/proofing names.
- ii) State Board has requested my appearance before the Board on April 24, 2019 to explain my decision not to have the Election Judge verify every voter name because of the SBE bulk update to EPB issue.
- iii) SBE requested that the Local Boards of Elections begin exploring network options for 2022 for SDVR

E. Legislation – Alysoun McLaughlin

VI. Board Attorney Report – Kevin Karpinski

VII. Old Business

A. 2018 Gubernatorial General Election – Margaret Jurgensen  
Wrap Up and Review

B. Takoma Park MOU Update – Chris Rzeszut

C. Minutes Proposal – Mary Ann Keeffe and Jackie Phillips

VIII. New Business

A. Acknowledgement of Service by Board Members

IX. Future Meetings

A. May 20, 2019 – (Tentative)

B. May 21 – 23, 2019 (MAEO Conference)

C. June 3, 2019 – 2:30p.m. - Swearing in of Board Members

D. June 17, 2019 – Board Meeting @ 2:30 p.m.

**FY19 OPERATING BUDGET SPREADSHEET**  
(Through March 31, as of April 4, 2019)

LINE ITEM	FY19 APPROVED	FY19 YEAR TO DATE
<b>PERSONNEL COSTS</b>	<b>4,119,196</b>	<b>3,853,842</b>
<b>5A001 - Salaries &amp; Wages</b>	<b>3,311,215</b>	<b>3,193,749</b>
50010 - Full Time Salaries	2,269,870	1,556,885
50012 - Part Time Salaries (Part-Time Permanent Employees)	109,750	62,752
50020 - Seasonal Temps (Part-Time Temporary Employees)	636,987	992,044
60168 - Temporary Office Clerical (moved from OP for clarity)*	201,329	54,663
<b>SUBTOTAL FOR PART-TIME AND TEMPORARY PERSONNEL</b>	<b>948,066</b>	<b>1,109,458</b>
50324 - Overtime (includes emergency, multi-lingual & holiday)	294,608	582,069
<b>5A002 - FICA</b>	<b>249,351</b>	<b>269,298</b>
<b>5A003 - Group Insurance</b>	<b>379,096</b>	<b>258,533</b>
<b>5A004 - Group Retirement</b>	<b>188,866</b>	<b>132,263</b>
<b>OPERATING EXPENSES</b>	<b>3,954,226</b>	<b>3,036,120</b>
<b>6A001 - Services and Contracts</b>	<b>1,664,319</b>	<b>1,490,927</b>
60060 - Legal/Attorney Services	75,000	90,854
60066 - SBE Program Management	300,000	181,144
60304 - Maintenance - Electrical	2,750	0
60314 - Maint - Computer Systems	20,000	3,050
60326 - Repair/Maint Agmts - Office Equip	9,210	0
60412 - Moving Services	82,210	37,310
60530 - Other Professional Services - EJ Stipend	913,820	1,063,640
60532 - Other Non-Professional Services (includes EJ mod.)	60,000	60,266
<b>6A002 - Maintenance</b>	<b>161,821</b>	<b>30,068</b>
61010 - Computer Equip Repairs/Maint (EPB)	161,821	30,068
<b>6A003 - Rentals/Leases</b>	<b>1,205,404</b>	<b>838,031</b>
61902 - Furniture Rentals (Polling Place)	10,000	12,461
61924 - Other Equipment Rentals (MDVoters)	400,400	200,162
61926 - Bldg or Space Rental/Leases (Pol. Place)	40,305	39,792
61932 - Other Rentals/Leases (Voting System)	754,699	585,617
<b>6A004 - Office Supplies &amp; Equipment (&lt;\$5,000)</b>	<b>178,884</b>	<b>88,386</b>
62010 - General Office Supplies+	89,565	67,260
62016 - Computer Supplies	5,000	2,494
62018 - Computer Equip (<\$5,000)	35,100	5,482
62022 - Paper and Supplies for Copiers	1,500	208
62028 - Other Supplies & Equipment	47,719	12,942
<b>6A011 - Books, Videos, and Subscriptions</b>	<b>3,500</b>	<b>3,659</b>
62700 - Books/Reference Materials	2,500	386
62712 - Other Books, Videos, and Subscriptions	1,000	3,273
<b>6A012 - Other Supplies/Materials/Equipment</b>	<b>62,000</b>	<b>42,329</b>
62826 - Keys and Locks	12,000	6,050
62840 - Sand	0	49
62946 - Charges from SBE	50,000	36,230
<b>6A013 - Printing/Central Duplicating Services</b>	<b>155,958</b>	<b>139,856</b>
63016 - Imaging	6,000	4,088
63018 - Document Shredding	1,000	166
63020 - Office Mach. Cop. Leasing	18,760	13,272
63022 - Other Central Dup Svc - Printing (all printing costs)	130,198	122,330

Mandated Legal Requirements
Charges from SBE
Election Specific Costs
Personnel Charges
Temporary Personnel Charges
Overtime Costs
Benefits

**FY19 OPERATING BUDGET SPREADSHEET**  
**(Through March 31, as of April 4, 2019)**

<b>LINE ITEM</b>	<b>FY19 APPROVED</b>	<b>FY19 YEAR TO DATE</b>
<b>6A014 - Outside Printing</b>	<b>103,500</b>	<b>92,734</b>
63100 - Outside Printing/Copying	3,500	1,580
63104 - Sample Ballot Printing	100,000	91,154
<b>6A015 - Mail</b>	<b>125,581</b>	<b>179,170</b>
63200 - Central Dup - Postage - Bulk (services, NO postage)	40,000	94,757
63202 - Central Dup - Postage - Individual (PO Box rental)	3,081	1,809
63206 - Inter-Office Mail/Pony Charge	2,500	2,604
63208 - Other - Mail (Sample Ballot Postage)	80,000	80,000
<b>6A016 - Outside Postage and Mail</b>	<b>91,000</b>	<b>197</b>
63300 - Outside Mail Services (VNCs and all other postage)	90,000	0
63304 - Other Outside Mail Services	1,000	197
<b>6A017 - Motor Pool</b>	<b>45,489</b>	<b>21,591</b>
63500 - Assigned Motor Pool Vehicles	32,294	17,174
63504 - Daily Rental Motor Pool	12,695	4,361
63508 - Motor Pool EZPASS Charges	500	56
<b>6A018 - Communications Services</b>	<b>35,270</b>	<b>20,356</b>
63604 - Cellular Phone Line Charges	4,400	6,462
63618 - Blackberry Charges (smart phones)	9,000	5,686
63626 - Communication Modems (SBE)	4,870	0
63634 - Other Communication Services (PP Phone Lines)	17,000	8,207
<b>6A020 - Charges from Others</b>	<b>5,000</b>	<b>530</b>
63810 - Charges for Facility Maintenance	5,000	530
<b>6A021 - Travel</b>	<b>26,000</b>	<b>12,642</b>
64010 - Metropolitan Area Travel	20,000	9,070
64012 - Non-Metropolitan Area Travel	6,000	3,571
<b>6A022 - Education, Tuition, and Training</b>	<b>12,125</b>	<b>2,142</b>
64100 - Local Conference Related	4,000	938
64120 - Other Education, Tuition, & Training	8,125	1,204
<b>6A023 - Dues/Memberships</b>	<b>3,000</b>	<b>1,985</b>
64200 - Professional Memberships (Individual)	3,000	1,985
<b>6A024 - Advertising</b>	<b>70,375</b>	<b>68,082</b>
64304 - Advertising - Marketing/Sales	70,375	68,082
<b>6A099 - Miscellaneous Operating Expenses</b>	<b>5,000</b>	<b>3,436</b>
69999 - Other Misc Operating Expenses	5,000	3,436
<b>DEPARTMENTAL TOTAL</b>	<b>8,073,422</b>	<b>6,889,962</b>

Mandated Legal Requirements
Charges from SBE
Election Specific Costs
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Overtime Costs
Benefits

<a href="#">Number / Cross File /</a>	<a href="#">Title</a>	<a href="#">Primary Sponsor</a>	<a href="#">Status</a>	<a href="#">Original House and Hearing Dates</a>	<a href="#">Opposite House and Hearing Dates</a>
<a href="#">HB0026</a>	Baltimore City - Ranked Choice Voting and Open Primaries	<a href="#">Delegate Lierman</a>	In the House - Unfavorable Report by Ways and Means; Withdrawn	<a href="#">Ways and Means</a> 1/17/2019 - 11:00 a.m.	
<a href="#">HB0043</a>	Elections - Legislative and Congressional Redistricting and Apportionment - Commission and Process	<a href="#">Speaker</a>	In the House - Unfavorable Report by House Rules and Executive Nominations	<a href="#">Rules and Executive Nominations</a> 3/4/2019 - 2:00 p.m.	
<a href="#">HB0044</a>	Legislative and Congressional Redistricting and Apportionment	<a href="#">Speaker</a>	In the House - Unfavorable Report by House Rules and Executive Nominations	<a href="#">Rules and Executive Nominations</a> 3/4/2019 - 2:00 p.m.	
<a href="#">HB0067</a>	Potomac Compact for Fair Representation	<a href="#">Delegate Reznik</a>	In the House - Unfavorable Report by House Rules and Executive Nominations	<a href="#">Rules and Executive Nominations</a> 3/4/2019 - 2:00 p.m.	
<a href="#">HB0071</a>	State Board of Elections - Open Meetings - Video Streaming and Recording (State Board of Elections)	<a href="#">Delegate Korman</a>	In the House - Returned Passed	<a href="#">Health and Government Operations</a> 2/5/2019 - 2:00 p.m.	<a href="#">Education, Health, and Environmental Affairs</a>
<a href="#">HB0079</a>	Election Law â€” Early Voting Centers â€” Establishment	<a href="#">Delegate Luedtke</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	<a href="#">Ways and Means</a> 2/5/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental Affairs</a>
<a href="#">HB0085</a>	General Assembly - Special Election to Fill a Vacancy in Office	<a href="#">Delegate Moon</a>	In the House - Hearing 1/31 at 1:00 p.m.	<a href="#">Ways and Means</a> 1/31/2019 - 1:00 p.m.	
<a href="#">HB0313</a>	Election Law - Permanent Absentee Ballot List	<a href="#">Delegate Washington</a>	In the House - Hearing 2/05 at 1:00 p.m.	<a href="#">Ways and Means</a> 2/5/2019 - 1:00 p.m.	
<a href="#">HB0147</a>	Election Law - Local Public Campaign Financing - Boards of Education	<a href="#">Delegate Moon</a>	In the House - Hearing 2/05 at 1:00 p.m.	<a href="#">Ways and Means</a> 2/5/2019 - 1:00 p.m.	
<a href="#">HB0171</a>	Elections - Campaign Finance Entities - Termination and Filing of Final Campaign Finance Report	<a href="#">Chair, Ways and Means Committee</a>	In the Senate - Rereferred to Education, Health, and Environmental Affairs	<a href="#">Ways and Means</a> 2/5/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental Affairs</a>
<a href="#">HB0172</a>	Election Law â€” Voter Registration Deadlines	<a href="#">Chair, Ways and Means Committee</a>	In the House - Passed Enrolled	<a href="#">Ways and Means</a> 2/5/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental Affairs</a>
<a href="#">HB0174</a>	Election Law - Absentee Ballot Requests - Last Four Digits of Social Security Number	<a href="#">Chair, Ways and Means Committee</a>	In the House - Returned Passed	<a href="#">Ways and Means</a> 2/5/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental Affairs</a>
<a href="#">HB0176</a>	Election Law â€” Candidates â€” Revisions	<a href="#">Chair, Ways and Means Committee</a>	In the House - Returned Passed	<a href="#">Ways and Means</a> 2/5/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental Affairs</a>
<a href="#">HB0177</a>	Election Law - Judicial Proceedings Involving Local Boards of Elections - Notice	<a href="#">Chair, Ways and Means Committee</a>	In the House - Returned Passed	<a href="#">Ways and Means</a> 2/5/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental Affairs</a>
<a href="#">HB0208</a>	Campaign Finance - Death of Elected Official - Transfer of Funds to State Account	<a href="#">Delegate Reilly</a>	In the House - Hearing 2/05 at 1:00 p.m.	<a href="#">Ways and Means</a> 2/5/2019 - 1:00 p.m.	
<a href="#">HB0210</a>	Campaign Finance - Campaign Committee of Deceased Elected Official - Transfer to Appointed Spouse	<a href="#">Delegate Reilly</a>	In the House - Hearing 2/05 at 1:00 p.m.	<a href="#">Ways and Means</a> 2/5/2019 - 1:00 p.m.	
<a href="#">HB0237</a>	Election Law - Early Voting Centers - Hours of Operation	<a href="#">Delegate Washington</a>	In the Senate - Special Order until 4/5 (Senator Hayes) Adopted	<a href="#">Ways and Means</a> 2/5/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental Affairs</a>
<a href="#">HB0252</a>	Election Law â€” Correctional Facilities â€” Voting Coordinators	<a href="#">Delegate Washington</a>	In the Senate - First Reading Education, Health, and Environmental Affairs and Judicial Proceedings	<a href="#">Ways and Means</a> 2/12/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental Affairs</a>
<a href="#">HB0260</a>	Election Law - Campaign Finance Violations - Injunctive Relief	<a href="#">Delegate Cardin</a>	In the House - Unfavorable Report by Ways and Means	<a href="#">Ways and Means</a> 2/12/2019 - 1:00 p.m.	
<a href="#">HB0261</a>	Election Law - Campaign Material - Clarification of Definition	<a href="#">Delegate Cardin</a>	In the House - Hearing 2/12 at 1:00 p.m.	<a href="#">Ways and Means</a> 2/12/2019 - 1:00 p.m.	
<a href="#">HB0269</a>	Election Law - Voting by Absentee Ballot - Prepaid Postage for the Return of Ballots	<a href="#">Delegate Reznik</a>	In the House - Hearing 2/12 at 1:00 p.m.	<a href="#">Ways and Means</a> 2/12/2019 - 1:00 p.m.	
<a href="#">HB0343</a>	Election Law - Registration and Voting at Precinct Polling Places	<a href="#">Delegate Reznik</a>	In the House - Passed Enrolled	<a href="#">Ways and Means</a> 2/12/2019 - 1:00 p.m.	
<a href="#">HB0286</a>	2020 Census Complete Count Commission	<a href="#">Delegate Wilkins</a>	In the House - Unfavorable Report by Environment and Transportation; Withdrawn	<a href="#">Environment and Transportation</a> 2/12/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental Affairs</a>
<a href="#">HB0320</a>	Election Law - References to Absentee Voting in Public Communications - Voting by Mail	<a href="#">Delegate Palakovich Carr</a>	In the House - Hearing 2/12 at 1:00 p.m.	<a href="#">Ways and Means</a> 2/12/2019 - 1:00 p.m.	
<a href="#">HB0606</a>	Election Law - Absentee and Provisional Ballots - Status Information	<a href="#">Delegate Washington</a>	In the House - Hearing 2/12 at 1:00 p.m.	<a href="#">Ways and Means</a> 2/12/2019 - 1:00 p.m.	
<a href="#">HB0423</a>	Election Law â€” Voter Registration Drive â€” High	<a href="#">Delegate Kelly</a>	In the Senate - Unfavorable Report by Education, Health, and	<a href="#">Ways and Means</a>	<a href="#">Education, Health, and Environmental Affairs</a>

<a href="#">HB0463</a>	<a href="#">Deleg. Malone</a>	Environmental Affairs	<a href="#">2/12/2019 - 1:00 p.m.</a>	<a href="#">Affairs</a>
<a href="#">HB0487</a>	<a href="#">Deleg. Dumais</a>	In the House - Unfavorable Report by House Rules and Executive Nominations	<a href="#">3/4/2019 - 2:00 p.m.</a>	<a href="#">Rules and Executive Nominations</a>
<a href="#">HB0530</a>	<a href="#">Deleg. Qi</a>	In the House - Hearing 2/19 at 1:00 p.m.	<a href="#">3/13/2019 - 1:00 p.m.</a>	<a href="#">Judiciary</a>
<a href="#">HB0535</a>	<a href="#">Deleg. Banve</a>	In the House - Hearing 2/19 at 1:00 p.m.	<a href="#">2/19/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0565</a>	<a href="#">Deleg. Mosby</a>	In the House - Referred to interim study by Ways and Means	<a href="#">2/19/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0569</a>	<a href="#">Deleg. Rose</a>	In the House - Hearing 2/19 at 1:00 p.m.	<a href="#">2/19/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0577</a>	<a href="#">Deleg. Shoemaker</a>	In the Senate - Hearing 3/28 at 1:00 p.m.	<a href="#">2/19/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0578</a>	<a href="#">Deleg. Stein</a>	In the House - Hearing 2/19 at 1:00 p.m.	<a href="#">2/19/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0624</a>	<a href="#">Montgomery County Delegation</a>	In the House - Hearing 2/19 at 1:00 p.m.	<a href="#">2/19/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0676</a>	<a href="#">Deleg. Washington</a>	In the House - Hearing 2/26 at 1:00 p.m.	<a href="#">2/19/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0706</a>	<a href="#">Deleg. Washington</a>	In the House - Hearing 2/26 at 1:00 p.m.	<a href="#">2/26/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0711</a>	<a href="#">Deleg. Rosenberg</a>	In the House - Unfavorable Report by Ways and Means; Withdrawn	<a href="#">2/26/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0724</a>	<a href="#">Deleg. Buckel</a>	In the House - Unfavorable Report by House Rules and Executive Nominations	<a href="#">2/26/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0747</a>	<a href="#">Deleg. Fisher, W.</a>	In the Senate - Hearing 3/28 at 1:00 p.m.	<a href="#">3/4/2019 - 2:00 p.m.</a>	<a href="#">Rules and Executive Nominations</a>
<a href="#">HB0784</a>	<a href="#">Deleg. Rosenbert</a>	In the House - Hearing 2/26 at 1:00 p.m.	<a href="#">2/26/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0830</a>	<a href="#">Deleg. Washington</a>	In the House - Returned Passed	<a href="#">2/26/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0878</a>	<a href="#">Deleg. Kaiser</a>	In the House - Returned Passed	<a href="#">2/26/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0925</a>	<a href="#">Deleg. Ivey</a>	In the House - Hearing 2/26 at 1:00 p.m.	<a href="#">2/26/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0992</a>	<a href="#">Deleg. Parrott</a>	In the House - Unfavorable Report by Ways and Means	<a href="#">2/26/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB0993</a>	<a href="#">Anne Arundel County Delegation</a>	In the House - Returned Passed	<a href="#">2/26/2019 - 1:00 p.m.</a>	<a href="#">Environment and Transportation</a>
<a href="#">HB0996</a>	<a href="#">Deleg. Cain</a>	In the House - Hearing 2/26 at 1:00 p.m.	<a href="#">3/14/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB1074</a>	<a href="#">Deleg. Mosby</a>	In the House - Unfavorable Report by Ways and Means;	<a href="#">2/26/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB1017</a>	<a href="#">Deleg. Mosby</a>	In the House - Hearing 3/05 at 1:00 p.m.	<a href="#">3/5/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB1025</a>	<a href="#">Deleg. Mosby</a>	In the House - Passed Enrolled	<a href="#">3/5/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB1026</a>	<a href="#">Deleg. Mosby</a>	In the House - Hearing 3/05 at 1:00 p.m.	<a href="#">3/5/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB1035</a>	<a href="#">Deleg. Fisher, M.</a>	In the House - Unfavorable Report by Ways and Means	<a href="#">3/5/2019 - 1:00 p.m.</a>	<a href="#">Ways and Means</a>
<a href="#">HB1048</a>	<a href="#">Deleg. Malone</a>	In the House - Unfavorable Report by House Rules and	<a href="#">3/5/2019 - 1:00 p.m.</a>	<a href="#">Rules and Executive Nominations</a>

<a href="#">HB1130</a>	Election Law â€œ Campaign Contributions â€œ	<a href="#">Delegate Ivey</a>	Executive Nominations	3/4/2019 - 2:00 p.m.	<a href="#">Ways and Means</a>
<a href="#">HB1321</a>	Campaign Finance - Prohibition of Video Lottery Contributions - Repeal	<a href="#">Delegate Walker</a>	In the House - Unfavorable Report by Ways and Means; In the House - Hearing 3/12 at 1:00 p.m.	<a href="#">Ways and Means</a>	
<a href="#">HB1328</a>	Election Law - Electoreneering Boundary Line	<a href="#">Delegate Boteler</a>	In the House - First Reading House Rules and Executive Nominations	3/12/2019 - 1:00 p.m.	<a href="#">Rules and Executive Nominations</a>
<a href="#">HB1430</a>	Congressional Districting Plan - Sixth and Eighth Congressional Districts	<a href="#">Minority Leader</a>	In the House - First Reading House Rules and Executive Nominations	<a href="#">Rules and Executive Nominations</a>	
<a href="#">HJ0001</a>	United States Constitution - Amendments Convention - Congressional Term Limits Amendment	<a href="#">Delegate McKay</a>	In the House - Unfavorable Report by House Rules and Executive Nominations	3/4/2019 - 2:00 p.m.	<a href="#">Rules and Executive Nominations</a>
<a href="#">HJ0002</a>	United States Constitution - Amendments Convention - Democracy Amendment	<a href="#">Delegate Gaines</a>	In the House - Unfavorable Report by House Rules and Executive Nominations	3/4/2019 - 2:00 p.m.	<a href="#">Rules and Executive Nominations</a>
<a href="#">HJ0003</a>	Redistricting - Congressional Districts - Standards	<a href="#">Delegate Parrott</a>	In the House - Unfavorable Report by House Rules and Executive Nominations	3/4/2019 - 2:00 p.m.	<a href="#">Rules and Executive Nominations</a>
<a href="#">SB0032</a>	Election Law - Early Voting Centers - Reduced Days of Elections - Legislative and Congressional Redistricting and Apportionment - Commission and Process	<a href="#">Senator Benson</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	2/28/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0090</a>	Legislative and Congressional Redistricting and Apportionment	<a href="#">President</a>	In the Senate - Hearing 2/28 at 1:00 p.m.	2/28/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0091</a>	Congressional Districts - Standards	<a href="#">Senator Reilly</a>	In the Senate - Hearing 2/28 at 1:00 p.m.	2/28/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0110</a>	Election Law - Coordinated Expenditures and Donations - Investigation	<a href="#">Senator Pinsky</a>	In the House - Hearing 3/19 at 1:00 p.m.	2/28/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0123</a>	Election Law - Election Day - Opening Time for Polling Places	<a href="#">Senator Simonaire</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	2/7/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0154</a>	State Board of Elections - Open Meetings - Video Streaming and Recording (State Board of Elections Definition)	<a href="#">Senator Kagan</a>	In the Senate - Returned Passed	2/7/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0225</a>	Election Law - Campaign Material - Clarification of Definition	<a href="#">Senator West</a>	In the Senate - Hearing 2/14 at 1:00 p.m.	2/7/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0226</a>	Election Law - Campaign Finance Violations - Injunctive Relief	<a href="#">Senator West</a>	In the Senate - Hearing 2/14 at 1:00 p.m.	2/14/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0230</a>	Election Law - Canvassing of Absentee Ballots - Reporting Unofficial Results	<a href="#">Senator Hough</a>	In the House - Hearing 3/19 at 1:00 p.m.	2/14/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0304</a>	Election Law - Absentee Ballot Deposit Boxes	<a href="#">Senator Kagan</a>	In the House - Second Reading Passed	2/14/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0313</a>	General Assembly - Special Election to Fill a Vacancy in Office	<a href="#">Senator Lam</a>	In the Senate - Hearing 2/21 at 1:00 p.m.	2/21/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0333</a>	Election Law - Permanent Absentee Ballot List	<a href="#">Senator Kramer</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	2/14/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0343</a>	Election Law - Voting by Absentee Ballot - Prepaid Postage for Return of Ballots	<a href="#">Senator Kagan</a>	In the House - Hearing 3/26 at 1:00 p.m.	2/14/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0363</a>	Election Law - Voting Systems - Accessibility for Voters With Disabilities	<a href="#">Senator Lam</a>	In the Senate - Hearing 2/28 at 1:00 p.m.	2/21/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0364</a>	Election Law - Election Day Page Program - Establishment	<a href="#">Senator Simonaire</a>	In the House - Hearing 3/26 at 1:00 p.m.	2/28/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0373</a>	Election Law - Deadline for Selection of Lieutenant Governor	<a href="#">Senator Pinsky</a>	In the Senate - Hearing 2/28 at 1:00 p.m.	2/21/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0384</a>	Election Law - Voter Data - Security and Reporting of Breach	<a href="#">Senator Kagan</a>	In the Senate - Hearing 2/28 at 1:00 p.m.	2/28/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0385</a>	Election Law - Primary Elections - Voting by Unaffiliated Voters	<a href="#">Senator Zirkin</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	2/28/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0411</a>	Election Law - Polling Places at Continuing Care Retirement Communities	<a href="#">Senator West</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	2/21/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>
<a href="#">SB0414</a>	Public Funding and Small Donor Act for General Assembly Elections	<a href="#">Senator Pinsky</a>	In the Senate - Hearing 2/28 at 1:00 p.m.	2/28/2019 - 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>

<a href="#">SB0449</a>	Election Law - Registration and Voting at Precinct Polling Places	<a href="#">Senator Pinsky</a>	In the Senate - Passed Enrolled	<a href="#">Education, Health, and Environmental</a>	<a href="#">Ways and Means</a>
<a href="#">SB0455</a>	2020 Census Complete Count Commission	<a href="#">Senator Guzzone</a>	In the Senate - Unfavorable Report by Budget and Taxation; Withdrawn	<a href="#">Budget and Taxation</a>	2/21/2019 - 1:00 p.m. 3/26/2019 - 1:00 p.m.
<a href="#">SB0461</a>	Election Law - Early Voting Centers - Establishment and Hours	<a href="#">Senator Waldstreicher</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	<a href="#">Education, Health, and Environmental</a>	2/14/2019 - 1:00 p.m.
<a href="#">SB0476</a>	Department of Legislative Services - Voting by Mail - Study	<a href="#">Senator Kramer</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	<a href="#">Education, Health, and Environmental</a>	2/21/2019 - 1:00 p.m.
<a href="#">SB0489</a>	Ballot Access - Voter Registration - Affiliating With a Party	<a href="#">Senator Kagan</a>	In the Senate - Hearing 2/21 at 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>	2/21/2019 - 1:00 p.m.
<a href="#">SB0535</a>	Election Law - Local Public Campaign Financing - Boards of Education	<a href="#">Senator Lam</a>	In the House - Hearing 3/26 at 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>	<a href="#">Ways and Means</a> 3/26/2019 - 1:00 p.m.
<a href="#">SB0582</a>	Election Law - Presidential Elections - Voting by Electors	<a href="#">Senator Ferguson</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	<a href="#">Education, Health, and Environmental</a>	2/28/2019 - 1:00 p.m.
<a href="#">SB0606</a>	Election Law - References to Absentee Voting in Public Communications - Voting by Mail	<a href="#">Senator Hester</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	<a href="#">Education, Health, and Environmental</a>	2/28/2019 - 1:00 p.m.
<a href="#">SB0651</a>	Election Law - Local Boards of Elections - Membership	<a href="#">Senator Young</a>	In the House - Hearing 3/26 at 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>	<a href="#">Ways and Means</a> 3/26/2019 - 1:00 p.m.
<a href="#">SB0710</a>	Anne Arundel County - Ethics - Contributions and Participation in Development Applications	<a href="#">Anne Arundel County Senators</a>	In the Senate - Returned Passed	<a href="#">Education, Health, and Environmental</a>	<a href="#">Environment and Transportation</a> 2/21/2019 - 1:00 p.m.
<a href="#">SB0743</a>	Election Law - Election Service Providers - Contract Clauses and Termination of Contract	<a href="#">Senator Pinsky</a>	In the House - Hearing 3/19 at 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>	<a href="#">Ways and Means</a> 3/19/2019 - 1:00 p.m.
<a href="#">SB0782</a>	Election Law - Early Voting - Reporting of Precinct Results	<a href="#">Senator Waldstreicher</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	<a href="#">Education, Health, and Environmental</a>	2/21/2019 - 1:00 p.m.
<a href="#">SB0919</a>	Election Law - Absentee Ballot Requests, Delivery, and Marking	<a href="#">Senator Lam</a>	In the Senate - First Reading Senate Rules	<a href="#">Rules</a>	2/28/2019 - 1:00 p.m.
<a href="#">SB0934</a>	Election Law - Voter Registration - High Schools	<a href="#">Senator Waldstreicher</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	<a href="#">Education, Health, and Environmental</a>	3/14/2019 - 1:00 p.m.
<a href="#">SB0936</a>	Election Law - Eligible Detainees - Information on Voting Rights	<a href="#">Senator Carter</a>	In the Senate - First Reading Senate Rules	<a href="#">Rules</a>	2/28/2019 - 1:00 p.m.
<a href="#">SB0950</a>	Campaign Finance - Death of Candidate - Termination of Campaign Committee	<a href="#">Senator Kagan</a>	In the House - Hearing 3/26 at 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>	<a href="#">Ways and Means</a> 3/26/2019 - 1:00 p.m.
<a href="#">SB1004</a>	Election Law - Election Calendar and Processes - Revisions	<a href="#">Senator Pinsky</a>	In the House - Third Reading Passed with Amendments (137-0)	<a href="#">Education, Health, and Environmental</a>	<a href="#">Ways and Means</a> 3/7/2019 - 1:00 p.m.
<a href="#">SB1020</a>	Campaign Finance - Out-of-State Political Committees	<a href="#">Senator Nathan-Pulliam</a>	In the Senate - Hearing 3/14 at 1:00 p.m.	<a href="#">Education, Health, and Environmental</a>	3/26/2019 - 1:00 p.m.
<a href="#">SB1050</a>	Congressional Districting Plan - Sixth and Eighth Congressional Districts	<a href="#">Minority Leader</a>	In the Senate - First Reading Senate Rules	<a href="#">Rules</a>	3/14/2019 - 1:00 p.m.
<a href="#">SJ0001</a>	United States Constitution - Amendments Convention - Democracy Amendment	<a href="#">Senator Pinsky</a>	In the Senate - Unfavorable Report by Education, Health, and Environmental Affairs	<a href="#">Education, Health, and Environmental</a>	2/14/2019 - 1:00 p.m.
<a href="#">SJ0003</a>	United States Constitution - Amendments Convention - Congressional Term Limits Amendment	<a href="#">Senator Eckardt</a>	In the Senate - First Reading Senate Rules	<a href="#">Rules</a>	2/14/2019 - 1:00 p.m.

## Montgomery County Board of Elections

### Key Provisions of Election Legislation Passed by the General Assembly in the 2019 Legislative Session

April 15, 2019

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**Election Day Registration.** SB449/HB286 (both passed). Last year, voters passed a constitutional amendment authorizing the General Assembly to provide for qualified voters to register and cast a ballot on Election Day. As amended, the final version of the legislation allows a new voter – some one who does not appear on the list of registered voters at all – to appear in person at a polling place with proof of residency and cast a ballot. The voting process remains the same as it was previously for voters who want to make a change to their registration. Previously registered voters cannot change their party affiliation within 21 days of Election Day. While voters may change their address at Early Voting and cast a ballot in the scanner – as under previous law – they must vote by provisional ballot if they appear at a polling place on Election Day other than the one where they are registered in the pollbook.

**Local Option for One Additional Early Voting Site.** (HB237). The original text of this bill extended the hours of early voting. That language was removed from the final version of the bill and it instead incorporated language from the third reading version of HB 79 allowing the State Board of Elections to authorize one additional early voting site in each county, if the local board and the governing body of the county agree to establish an additional early voting center.

**Ballot Preparation.** SB1004 (passed) and HB 176 (passed). Senate Bill 1004 changes numerous candidate and petition filing deadlines and shifts the calendar for preparation of the ballot so that the deadline for the State Board of Elections to certify the content and arrangement of the ballot is changed from 55 to 64 days prior to an election. It also amends procedures and requirements related to a candidate's residency, the death of a candidate, and judicial review of the content and arrangement of the ballot. It also specifies that the State Administrator of Elections shall determine what measures a local board may take to notify voters of any error or change in circumstances after the printing of ballots has begun, and the manner in which the voters may cast valid ballots for that election. House Bill 176 codifies the requirements for candidates nominated by a new political party and for the State Administrator of elections to establish satellite locations to receive certificates of candidacy.

**Repeal of Extended Hours for Voter Registration Deadline.** HB 172 (passed). Repeals a requirement that local Boards of Elections remain open until 9pm on the date of the voter registration deadline. Local Boards remain required to stay open until 9pm on the candidate filing deadline, but the deadline for applications and changes to voter registration records submitted by a method other than through SBE's online voter registration system is shifted to 5:00 p.m. For online transactions, the deadline remains 11:59 pm. Initially, HB172 included

requirements related to the handling of voter registration records and data breaches, but this text was removed from the bill.

**Foreign Ownership of Election Service Providers.** SB 743 (passed). Prohibits the State Board of Elections from approving a contract with an election service provider unless the contract includes a clause regarding notice of ownership, investment or control of the provider by a foreign national, and authorizes termination of contracts for foreign ownership by the State Administrator of Elections.

**Use of Social Security Numbers.** (HB174). To request or receive an absentee ballot electronically, voters must have a Maryland driver's license or identification card. There was an exception for overseas voters and voters with a disability, but under the law they were required to provide their full Social Security number. This bill eliminates that requirement and allows such voters to provide only the last four digits of their Social Security number.

**Daily Reporting of Canvass Results.** (SB230). While it is standard practice in Montgomery County to report canvass results daily, the standard practice statewide has been to release only full results for each canvass. This legislation will require daily reporting of results, which will result in Montgomery County's daily canvass results showing up on the state website earlier than they have in the past.

**Membership of Local Boards of Elections.** (SB651). This bill increased the size of other county Boards across the state so that every Board now has five regular members. Only Montgomery and Prince George's counties will now also have substitute members.

**Video Streaming of SBE Meetings.** (SB184/HB71). As passed, the legislation requires an agenda to be made available at least 24 hours in advance of each meeting and requires live video streaming of open meetings, which a video archive to be maintained for a minimum of four years after each meeting. It requires the state Department of Information Technology to provide technical staff, support and equipment necessary to stream live video of the open meetings of the State Board of Elections. It cites as a model the broadcast system used by the Board of Public Works, which it notes involves a multicamera unit and a subscription to a live video platform service. The fiscal note estimates a cost of \$8,800 in general fund expenditures in FY 202 and \$6,800 annually after that. It includes the cost of two wide-angle cameras and microphones, live streaming, storage, closed captioning and support.

**High School Election Page Program.** (SB364). This bill establishes a voluntary high school election page program, with regulations and a training program to be developed by the State Board, that would be voluntary for local Boards. The legislation was modeled after, but is separate from, Montgomery County's Future Vote Program, and is only for high school students who are at least age 14. The majority of Montgomery County's Future Vote Program participants are younger than age 14.

## 2018 Election Wrap Up

In the last several meetings, you have heard staff reports with a lot of detailed information on how the election went in 2018. I want to provide a wrap-up and then answer any questions so we can finish out the Board's tenure with any closing thoughts or questions on how the election went.

### **Improvements**

- First, and foremost, we kept up to our standard in timely reporting of election results. In 2018, 99.01% of results were received by 11 PM versus 98.13% in 2016.

### **Information Technology**

- Equipment was correctly deployed for the election met State Board protocols for security
- When our turnout was higher than projected during early voting, we notified the State Board that we needed additional equipment and received the balance of state's inventory, six DS 200 scanners and an additional high speed scanner for the canvass.
- Our security requirements mean that our IT staff has to be perfectionist about providing security seal information on the paperwork that our IT staff sends out to polling places. Staff implemented procedures that improved accuracy in 2018:
  - For the Electronic Pollbooks, their accuracy improved to 100% from 99.83% in 2016 election
  - For the Scanners, the accuracy rate improved to 99.99% from 98.86% in 2016

## **Election Judges**

- The recruiters met their targets and were prepared to exceed them when the turnout required it during early voting. They responded adjusting for daily changes in voter turnout as we kept asking for more and more workers.
- We achieved a 95% satisfaction rating from judges on their training and a 93% rating from voters on the service received.
- Our no-show rate continued to be low at 2% in comparison to a national average that we have heard is as high as 20%.
- Jessica Jones took on new responsibilities, successfully training the recruiting staff and managing the EV recruiting and training process.
- Adjustments to the processes and training were made so that all precincts were fully staffed with chief judges
- We continued to decrease the average age of our workforce to 50 which at one point was around the national average at 72. 16% of our Election Judges were under 25 years of age.
- We doubled the number of Korean and Vietnamese bilingual judges
- No precincts received an unsatisfactory rating on the Precinct Performance report. (Nationally recognized program)

## **Future Vote!**

### 2018 Midterm Elections Highlights

- 1,500 high school students served as election workers –  
(16 years and older)
- 2,250 Future Vote Ambassadors served as aides  
(15 years and younger)
- 11,000 community service (volunteer hours provided to  
Montgomery County voters)
- 650 community outreach events

## **Operations**

### **Voter Satisfaction**

- 89.9% of voters polled during early voting found the Early Voting Center “completely convenient.”
- 93.1% of voters polled during Election Day found their polling place “completely convenient.”
- Most voters who responded provided positive feedback saying, “thank you” for the “great experience, fantastic experience, nothing needs to change” and so on.
- Polling Place Support Program auditors from the League of Women Voters noted “although the turnout was heavy, most polling places were well laid out and operating smoothly.”

### **Candidate Filing**

- Public/Candidate interest was high. Operations staff filed a record number of candidates totaling 190 individuals.
- Public Funding was implemented for county executive and county council candidates—25 candidates were eligible to take part in the program. While our office does not administer this program, Chris Rzeszut did a great job of managing a lot of coordination with the Finance Department Section managing the Public Campaign Finance.

### **Supply Warehouse**

- During the General Election, Ryan White managed an unprecedented number of ballots to accommodate the projected turnout—919,300 ballots equating to 2.75 million pieces of paper.
- Ryan, Chris, Jessica, Michelle, several other staff and the Department of General Services responded quickly when we discovered an error by the Printer, making sure that we minimized stub issues at the polls and proving to the State that the ballot distribution and accounting processes we use do not need ballot stubs.
- Three independent supply verifications were performed, one by the Supply Warehouse Manager, one by BOE Administrators and one by Board members to ensure that all polling places

were furnished with the appropriate materials for the conduct of the election.

- We strengthened our use of supply depots for Roamers across the county for greater and quicker responsiveness in the precincts.

### **Call Center**

- Jessica, Laletta, Bobbie and their teams consolidated the part of our call center that handles voter calls into their front office this election, handling calls more efficiently and cost effective for the volume of calls that we had for this election.
- Eric has taken over our Help Desk and led the team in improving procedures for taking and tracking calls and made sure that we knew what was going on out there during an election that turned out to be our fourth highest turnout ever.

### **Polling Places**

- In June 2018, there were an unparalleled number of changes in locations because of summer construction and maintenance projects; however, to ensure voters were provided convenient, alternate locations within their communities, the staff worked diligently to acquire adequate, temporary buildings. Although the changes presented a significant challenge, we minimized confusion for voters through multiple voter notification initiatives including mail and local community efforts.
- Chris Rzeszut led the way in creating a new solution for accessibility complaints reported during the primary. Staff members assessed the problem, remediated the issue and implemented a plan to create rest areas for individuals with mobility constraints and got positive feedback.
- Staff received compliments from the Montgomery County ADA Compliance Officer who visited an early voting center during the General Election. She found the location welcoming and compliant with ADA standards.

Because of a State contract change, BOE worked with new moving contracts; however, equipment delivery went extremely well with all equipment being delivered.

## **Voting/Absentee Services**

- Voting was offered 21 days, open weekends here at the office as well as at Early Voting and Election Day. We are the only county in the State of Maryland that remains open for all 21 days.
- We are also the only county in the State of Maryland that has a mail drop for absentee or voter registration documents that allows 24 hour access.
- Transparent and well organized Recounts
- Certification timely and documents available for Board Attorney and candidate representatives
- Manual audit verified the certified election results.

## **Lessons Learned**

### **Wait Times**

- 236 polling locations across the County
- 179 or 76% had wait time of less than 30 minutes, most under 20 minutes.
- 45 or 19% had a wait time at peak of 35 – 55 minutes, generally in the morning, outside peak voting period there appeared to be a 15 minute wait time.
- 12 polling places had wait time exceeding one hour. The issues identified were not similar. We have already ordered new equipment and will adjust our Election Judge allocation to have more workers present where we need them. Staff presented and will continue to delve into addressing this issue of wait times.

### **Election Judges**

- We will continue to work to improve our Standby ranks and minimize our response time to deploy Election Judges to polling places and will increase our baseline personnel requirements for busier precincts.
- We will adjust staffing including greeters to sort out non-resident voters into a Provisional Voting area to prevent events

similar to what occurred at Praisner on Election Day. This is especially necessary at locations that serve as Early Voting Centers or are near Early Voting Centers.

### **Communication**

- We will focus our messaging for 2020 on trying to persuade voters on Election Day to vote at the assigned polling place.
- We will also focus on how we can improve our messaging to voters who request an absentee ballot and then decide to vote on Election Day, becoming a provisional voter. This may possibly be a separate mailing or more information with the ballot.
- We will do a special mailing to previous provisional voters who voted out of precinct to direct them to their correct polling place
- We will also emphasize these messages in the Sample ballot.

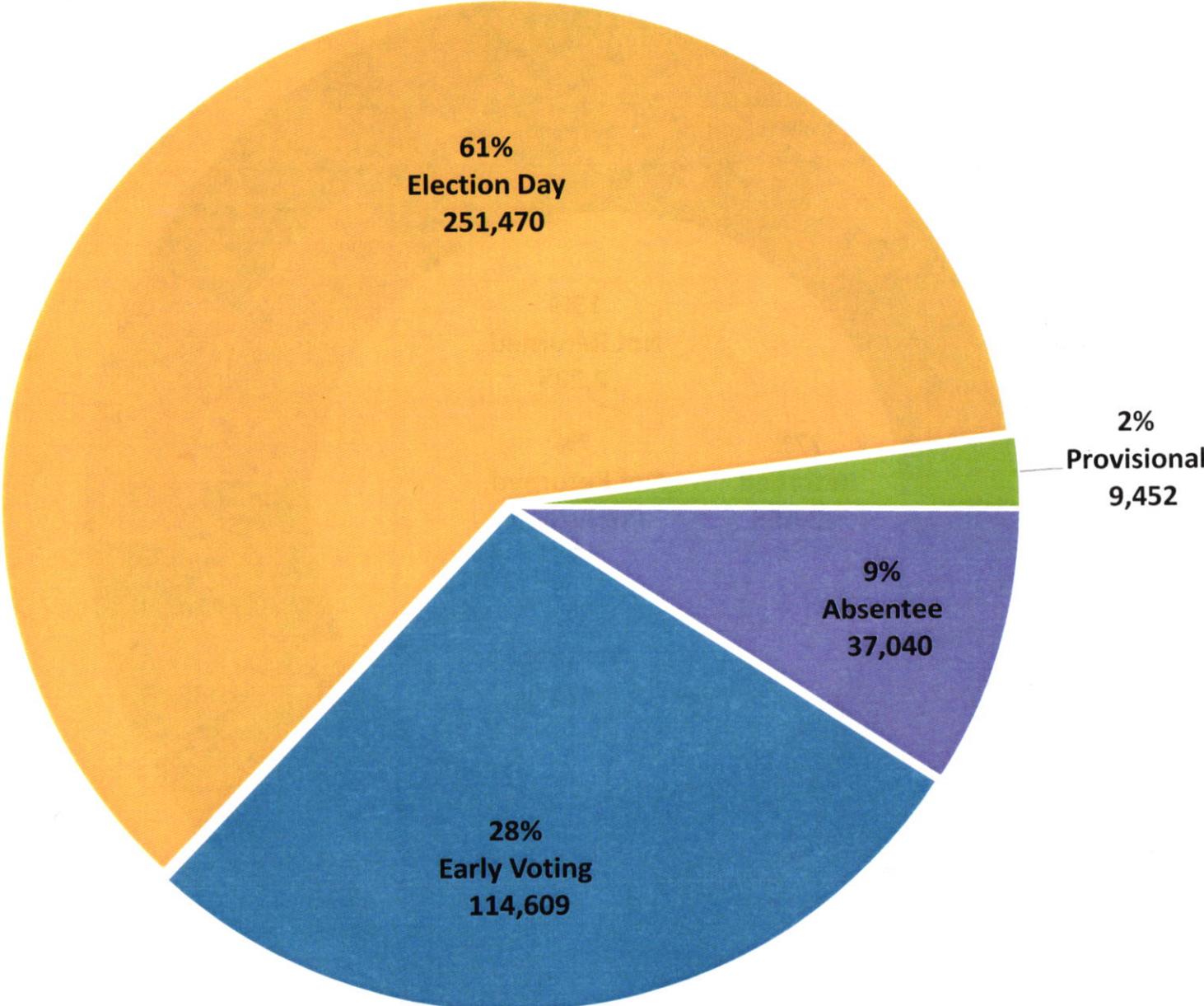
### **Equipment Deployment**

- Ballot Marking Devices are underutilized on Election Day. Staff deployed more ballot marking devices exceeding our directives by the State Board. This needs to change as well as the process to allow voters to use it. Certification for improvements to this device has been projected for September 2019.
- We will increase equipment for the upcoming election cycle: DS 200, pollbooks, printers; carts and peripherals.
- We will explore options for increasing the speed of delivery when voting equipment goes down. The state's requirements for how to handle replacement equipment along with the geography of our county make it difficult to replace equipment quickly.
- We will work to improve Chief Judges' understanding of when and how to use the emergency bill on the scanner.

### **Election 2018 – By the Numbers**

# 2018 General Turnout

Total Turnout: 412,571

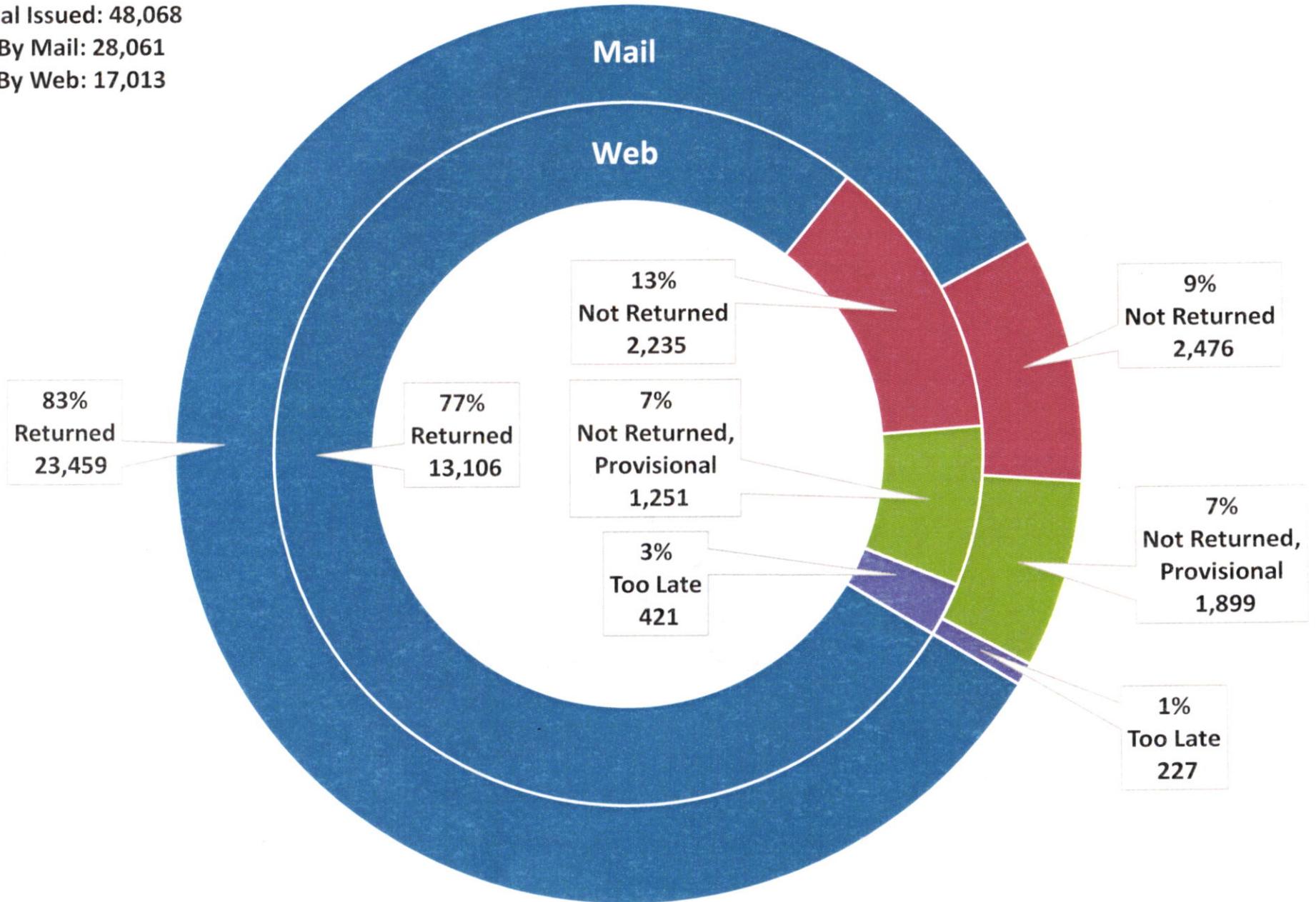


# 2018 General Absentee Ballots

Total Issued: 48,068

\*By Mail: 28,061

\*By Web: 17,013



## **Awards, Honors and Presentations**

- You have a great team on staff. I want to say a few things to highlight the qualifications and activities of some of the staff.
- The Board of Elections staff is the hardest working group I have had the pleasure to lead and have continuously stepped up to every challenge faced in the 2018 Election Cycle and there were several.
- We have two nationally Certified Elections and Registration Administrators, Margaret and Gilberto. We will soon double that to four because Chris Rzeszut and Leslie Woods are about to receive their certification, and four employees who are in various stages of having begun the program. This program through the Election Center and Auburn University has helped build professionalism and information sharing among election administrators in small and large jurisdictions across the nation.
- The U.S. Election Assistance Commission recently requested that I serve on a Disaster Preparedness & Recovery Working Group, which I have accepted. I presented to the U.S. Election Assistance Commission in Memphis last Wednesday, reviewing the Beltway Sniper and Hurricane Sandy experience.
- Deputy Director Alysoun McLaughlin is a Vice Chair of the Election Administration Committee of the National Association of Counties, is on their Member Programs and Services Committee, and represents them on the Board of Advisors to the U.S. Election Assistance Commission. She will be going to their annual meeting next week in Salt Lake City where they will vote on the next generation of voting equipment standards. At last year's meeting, she authored and passed a resolution on usability and language access for ballot marking devices. She also represents Montgomery County in a large counties group facilitated by the Bipartisan Policy Center that meets once a year to discuss best practices for election officials in large urban counties. She has served as Vice Chair of the Maryland Association of Election Officials and as Co-Chair of the

Metropolitan Washington Council of Governments Election Officials Committee.

- Janet Ross was selected and represented large jurisdictions at the National Election Security Summit in St Louis, Missouri 9/10 – 9/11. Janet will be at the MAEO Conference working with State Board in the Table Tap Exercise for development of our internal planning. Janet is not only a former trainer so she understands the people side of elections, but she also had a long career with Verizon before joining us and has brought solid Project Management skills to her position here in Montgomery County.
- It is easy to take Leslie Woods' training program for granted until you go see how election workers are trained in other counties around the country. Our class sizes are nearly unheard of elsewhere and we are not aware of any jurisdiction that has as systematic and robust a process for evaluating poll worker performance, anywhere in the country. Leslie's program won for the Montgomery County Board of Elections a national award in the last presidential election for Election Judge program. Montgomery County is known for going it alone and doing things our own way, but she worked very closely with the state during the implementation of the new voting equipment to revamp the statewide training and bring other counties along with us, using our model to improve their programs. In a recent election in Chicago, they had one precinct with not one poll working showing up to open the polls, the vetting process developed by Leslie and her team not only meets all legal requirements but does a great job of making sure we open polls on time. Our program is designed for the potential pollworker to understand the commitment.
- Jessica Newby is also quickly becoming a state and national leader. She has served as chair of the Voter Registration Committee for the Maryland Association of Election Officials and is currently serving as chair of MAEO's State Regulatory Review Committee. She also serves on the National Election Center Postal Task Force and is flying to Indianapolis next month to

represent us at the National Postal Forum. She has also served as Co-Chair of the Metropolitan Washington Council of Governments Election Officials Committee. Most importantly, she is working with our Maryland Election peers to get rid of the "ballot stub" , a serious flaw in customer service for voting.

- Chris Rzeszut is the Emergency Management specialist attending the latest training in emergency management for the purpose to coordinate the protection of the many Early Voting Centers and Polling Places in Montgomery County. While the Board may see her more in your Operational role, she is the liaison and works extensively in the background with Public Safety in planning for the "emergency".
- Eric Olsen is our newest hire at the Board of Elections. In his time here so far, he has improved our Election Day Help Desk, streamlined several processes. He has revamped the written materials including the Sample Ballot and will continue to improve upon this vehicle as an educational piece. He was co-Chair of the Metropolitan Washington Council of Governments Election Officials Committee and ran a national program called Erase the Line, coordinating efforts by counties across the country to measure and reduce wait times at polls, when he worked at the DC Board of Elections. He has been bringing his expertise to that issue here in Montgomery County in recent months and is working with the Director and Operations Team to analyze the lines and wait times and review equipment allocations. Board members will see good things from that in the 2020 Presidential Election.
- Last but not least, Gilberto Zelaya, or Dr. Z, is a local celebrity in Montgomery County and has been raising his profile both statewide and nationally. He is not only Vice President of the union but is also president of the Montgomery County Hispanic Employees and has served on several task forces and advisory boards. He has been both a Board Member and Outreach Committee chair for the Maryland Association of Election Officials. His Future Vote Program is one of the largest, if not the largest, youth pollworker programs in the country, has won

multiple awards and is featured in a civic engagement toolkit by the Center for Civic Design. It won a national award from the U.S. Election Assistance Commission this year. He testified in Annapolis for the first time this year and will be speaking at the International Association of Government Officials conference this summer regarding this program.

- The risk in saying things like this about the staff is that I will have left someone off, so I will say more about other staff in future meetings, but I think it is important for you to know what a great team you have here at the Board.

## MEMORANDUM

To: Margaret Jurgensen, Election Director

From: Christine Rzeszut, Operations Manager

Date: April 12, 2019

Re: Arrangements with the City of Takoma Park, MD for the 2020 General Election –  
Initiate Memorandum of Understanding Discussion with Board Attorney and City of Takoma Park

After several earlier meetings with the City of Takoma Park, the most recent meeting between BOE Staff and the City of Takoma Park was held at Precinct 13-67, Don Bosco Cristo Rey High School on April 3<sup>rd</sup>. Persons attending were City Clerk, Ms. Jessie Carpenter, a staff member from Don Bosco, Mr. Stephen Ager, four associates of Ms. Carpenter and Mrs. Rzeszut. The goal of the meeting was to review the site and speak to logistics regarding the conduct of the election where Montgomery County BOE and the City will be co-hosting elections in the same locations. Note, there are five precincts that encompass the City and the City will establish a polling place in each of the precincts.

Below are the talking points that were discussed during this meeting:

- Because of Rank Choice voting and other differences in election policy, it is recommended that the City use a polling room separate from the polling room used by Montgomery County. It was noted that Montgomery County Government will *not* be fiscally responsible or pay for the municipal election which includes Rank Choice.
- An MOU clarifying the processes on Election Day will be prepared by the Montgomery County Board of Elections Attorney, Mr. Kevin Karpinski. The City staff was asked to submit a diagram of each polling room to be included as exhibits attached to the MOU.
- The City was advised when using facilities that are part by the Archdiocese of Greater Washington (i.e. Don Bosco) an insurance policy is required through Catholic Mutual.
- Five (5) precincts within the municipal boundary will host voting for the City election – Precinct 13-04; Takoma Park ES, Precinct 13-06; Piney Branch ES, Precinct 13-21; Takoma Park MS. Precinct 13-67; Don Bosco Cristo Rey HS, and Precinct 13-68; Takoma Park Rec Center.
- Ms. Carpenter was provided with a Municipal Election Information document prepared by the State Board of Elections, an election, vendor catalog and diagrams depicting the Don Bosco school property and polling room.
- It was asked if the City has chosen their voting system. The answer is “no.” Decisions are pending. It is believed the City will use a paper ballot and potentially be conducting a hand count. It was mentioned that the City will be required to contract ES&S (or an election vendor of their choice) as the City can not use equipment programmed for the Federal/State election in Maryland.
- It was also mentioned that Montgomery County does not have a reserve of EPBs to supply the City as has been the custom in the past. Also, the City was reminded if they use a paper-based system, secure ballot boxes will be required.
- Montgomery County will be able to provide paper registries for back-up purposes.
- One of the criteria in logistics was stated that voter lines into the polling rooms will need to be separate and that the City should be prepared to have staff available to direct voters.
- The City Clerk will provide to Ms. Jurgensen the legal statute confirming the new laws. It is BOE's understanding that the Municipal Election code was changed to permit the coexistence of municipalities and regular Federal/State General Elections; otherwise as in the past, the elections were held in separate locations, i.e., Poolesville, MD.

## Automating Board of Election Minutes

1. As soon as the audio tape is ready to be posted on the website – 1-3 days following Board meeting:
  - A. Repost the Meeting Agenda annotated with the number on the audio tape where each agenda item can be found.
  - B. At the same time and in the same area post the audio tape.

This will allow all interested parties to easily access and listen to any part of the Board meeting they wish in an easier way than searching the entire tape and it provides the information at an earlier time than waiting a month for the Board to formally approve Minutes.

2. After the Minutes have been approved, they can be added to the website with the annotation showing the number on the audio tape where each item was discussed. This will then provide the most complete information as to what was discussed, what was voted upon, who provided discussion, etc.
3. The tape will not change between these two (2) processes but the completed Minutes could contain some additional areas of discussion which can be annotated, which the Agenda might not have shown.
4. It is understood that going through the tape and adding the “time” numbers to the Agenda and the formal Minutes will take very little staff time.
5. With this type of annotation to the Agenda being provided quickly following a meeting and then the finalized Minutes also being annotated to provide easy access to the audio tape, the written Minutes can and should be shortened to provide outlined summation of agenda items, probably in a bulleted format.

Statement to the Montgomery County Board of Elections, April 15, 2019

Re: Minutes Process Proposal

Barbara Sanders, Liaison, League of Women Voters of Montgomery County

I appreciate this opportunity to speak again about transparency of the Board of Election's conduct of business. The current proposal on handling the Board minutes will allow the public to have easier access to your meetings, in a very timely manner, with an annotated meeting agenda listing the time of the topic's discussion on the web-posted recording. Similarly, having the time annotations added to the approved minutes of meeting actions will make it quicker to focus on the lengthier discussions of a particular topic that brought the members to the final action.

The Montgomery County League endorses both additions as good examples of our national LWV principle that public bodies should give adequate information to voters about their decisions and to make public records accessible. We also applaud the advance posting of this type of proposal with the agenda, to allow public comments prior to the Board discussion.

I also want to thank Board President Shalleck for his panel participation at yesterday's LWV Sunday at the Movies screening of "The Best Democracy Money Can Buy." It was the most recent example of the frequent assistance Board members and staff have provided for League efforts to educate our members and the public about the wide-ranging aspects of electoral procedures and operations. Again, thank you to all the Board members, especially retiring Board Secretary Keefe, and the staff for the knowledge and experience you have brought to these LWV programs and discussions.

# Board Minutes Preparation Process



# Current Process

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## Two weeks prior to scheduled Board Meeting

- 1 Agenda is created.**
- 2 Agenda forwarded to IT to post to website.**

## The day after a Board Meeting

- 1 Audio is uploaded from recorder to computer.**
- 2 Audio file forwarded to Staff to format and post to YouTube.**
- 3 72 hours after a Board Meeting, audio file posted to website.**  
*Note: during an election cycle this process may take longer than 72 hours depending on workload.*

# Current Process (cont'd)

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## Three to four days after Board Meeting

- 1 Listen to audio file and begin preparing draft minutes.**
- 2 YouTube link is added to draft minutes but not activated.**
- 3 Draft minutes provided to Staff for review.**
- 4 Final draft minutes are forwarded to Board members for review. *Note: final draft minutes forwarded to Board members ten days before a Board Meeting.***
- 5 Board approves minutes at Board Meeting.**
- 6 Approved minutes are forwarded to Staff to activate YouTube link.**
- 7 Approved minutes are forwarded to IT to post on website.**
- 8 IT posts approved minutes to website within 24 hours of receiving document.**

# Proposed Process

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## The day after a Board Meeting

- ➔ **Listen to audio to locate timing marks for agenda items.**
- ➊ **Audio is uploaded from recorder to computer.**
- ➋ **Audio file forwarded to Staff to format and post to YouTube.**
- ➔ **Update agenda to add timing marks.**
- ➔ **Forward revised agenda to IT to activate timing mark links.**
- ➔ **Timing links tested to ensure they are working correctly.**
- ➔ **IT removes old agenda from website and posts updated agenda with timing marks and links.**
- ➓ **72 hours after Board Meeting, audio file posted to website.**  
*Note: during an election cycle this process may take longer depending on workload.*

# Proposed Process (cont'd)

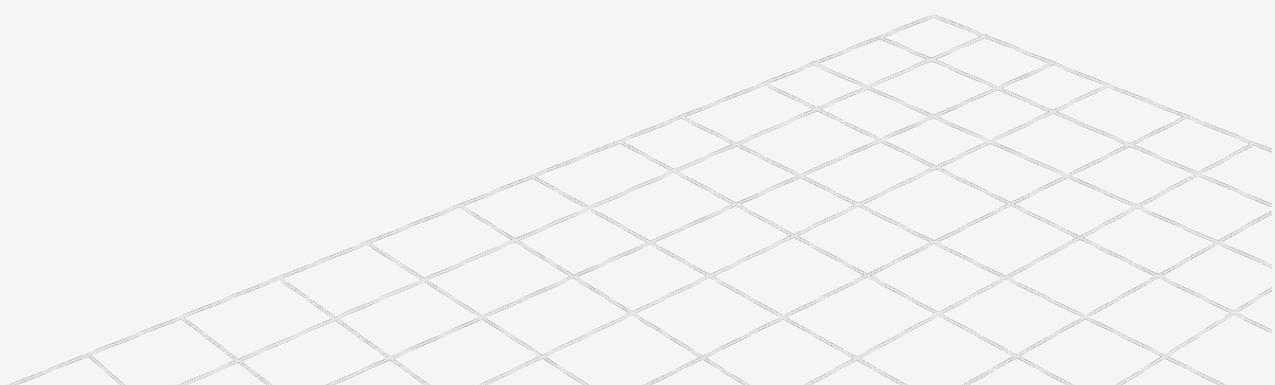
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## Three to four days after Board Meeting

- 1 Listen to audio file and begin preparing draft minutes.
  - 2 YouTube link is added to draft minutes but not activated.
- ➔ Timing marks are added to the minutes.
- 3 Draft minutes provided to Staff for review.
  - 4 Final draft minutes are forwarded to Board members for review. *Note: final draft minutes forwarded to Board members ten days before a Board Meeting.*
  - 5 Board approves minutes at Board Meeting.
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## Proposed Process (cont'd)

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- 6** **Approved minutes are forwarded to Staff to activate YouTube link.**
  - ➔** **Approved minutes forwarded to IT to add timing mark links.**
  - ➔** **Timing links tested to ensure they are working correctly.**
  - 7** **Updated approved minutes are forwarded to IT to post on website.**
  - 8** **IT posts approved minutes to website within 24 hours of receiving document.**
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# Timing Mark Demo

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## Extract from March 18, 2018 Board Meeting Minutes

### Legislative Update [\(52.02\)](#)

Ms. McLaughlin informed the Board that today was the crossover deadline for all proposed legislation. She then updated the Board members on several Bills. Automatic Registration (HB152/SB1048) will automatically register individuals to vote when they visit certain agencies (like the MVA) unless they opt out, rather than the current method of asking individuals if they would like to be registered. Ms. McLaughlin noted that this Bill has passed the Senate.

***Click on the link (52.02) above and the audio from the March 18, 2018 meeting will open in YouTube at the 52.02 mark.***

A decorative graphic consisting of a grid of thin, light gray lines that forms a perspective view of a floor or ceiling, extending from the bottom right towards the center of the page.