

April 16, 2018

APPROVED

MEETING OF THE MONTGOMERY COUNTY BOARD OF ELECTIONS
18753-210 North Frederick Avenue, Gaithersburg, Maryland

In Attendance:

Board Members:

Jim Shalleck, President
Nahid Khozeimeh, Vice President
Mary Ann Keefe, Secretary
Alexander Vincent
David Naimon
Jacqueline Phillips
Alan Banov

Board Attorney:
Kevin Karpinski

Staff:

Margaret Jurgensen, Election Director
Alysoun McLaughlin, Deputy Director
Lisa Merino, Office Services Coordinator
Marjorie Roher, Management and Budget Specialist III
Janet Ross, Information Technology Manager
Jessica White, Voter Services Manager
Gilberto Zelaya, Outreach Coordinator

Guests:

Nancy Farrar
Rockville City Councilmember Beryl Feinberg
Del. Jim Gilchrist
Sen. Cheryl Kagan
County Councilmember Sidney Katz
Dolly Kildee
Barbara Sanders
Michael Subin

Audio of the meeting may be found at the link below:

<https://youtu.be/qMQANifseHk> Board of Canvassers and Board Meeting.

<https://youtu.be/QMCpAIvzNEM> Board Meeting (last 11 minutes and 37 seconds).

Executive Function

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Prior to the 2:30 p.m. Board Meeting, the Board members were sworn in as Board of Canvassers in an Executive Function.

Election of Canvass Officers

Ms. Khozeimeh moved to appoint Jim Shalleck as Chair of the Board of Canvassers and Mary Ann Keffe as Secretary of Board of Canvassers. The motion was seconded by Mr. Naimon and passed unanimously.

Ms. Khozeimeh moved to adjourn the Executive Function. The motion was seconded by Ms. Keffe and passed unanimously.

Convene the Board Meeting and Declare a Quorum Present

Mr. Shalleck called the Board meeting to order and declared a quorum present at 2:31 p.m.

Approval of the February 26, 2018, Board Meeting Minutes

Mrs. Khozeimeh moved to approve the February 26, 2018, minutes as amended. The motion was seconded by Ms. Keffe and passed unanimously.

Approval of the March 19, 2018, Board Meeting Minutes

Mrs. Khozeimeh moved to approve the March 19, 2018, minutes as amended. The motion was seconded by Ms. Keffe and passed unanimously.

Additions/Changes to the Agenda

Mr. Shalleck stated that there would be an Executive Session at the end of the regular meeting to discuss the Board of Elections security and review the March 19, 2018, Executive Session minutes. No other additions or changes to the agenda were requested.

Mr. Naimon suggested moving up on the agenda Item VIII New Business, A. Potential Relocation of Precinct 04-30. Mr. Shalleck agreed and noted that public comments would be heard prior to moving up the agenda item.

Public Comments

Montgomery County Councilmember Sidney Katz addressed the Board, supporting the use of B'nai Israel Congregation for precinct 04-30 during the Primary Election and return to St. Elizabeth Church for the General Election.

City of Rockville Councilmember Beryl Feinberg addressed the Board, also supporting the use of B'nai Israel for precinct 04-30 during the Primary Election and then returning to St. Elizabeth for the General Election. See attachment AA for her submitted comments.

Delegate Jim Gilchrist addressed the Board, supporting the use of a closer polling place for precinct 04-30, for the both the Primary and General Elections.

Senator Cheryl Kagan addressed the Board, noting that there has been significant voter related legislation that has been enacted. She added that she is happy to hear any feedback on any proposed legislation. She addressed the Board, supporting the use of B'nai Israel as the polling place for precinct 04-30 during the Primary Election and returning to St. Elizabeth for the General Election. Senator Kagan added that she is aware that the Board of Elections sent mailings correcting the polling place location for precinct 04-30, and it could do so again if there was another change. She noted that the average voter has not yet figured out where their polling place is. Moreover, Election Day is more than two months away and realizing that it may be an extra expense to send another mailing for precinct 04-30, she believes that it's a no-brainer to provide convenience to the voters and maximize voter turnout. Mr. Shalleck asked Senator Kagan why she believes that the voters should return to St. Elizabeth for the General Election and further inquired whether it would be preferable to keep the same location for the Primary and the General. Senator Kagan responded that she defers to the Board, but would think that changing it once for the Primary would make more sense and then go back to St. Elizabeth, where they are used to voting. She added that she would leave it to the Board's wisdom to select B'nai Israel for the Primary and General and then return to St. Elizabeth for 2020. Ms. Keeffe noted that there are State Board of Elections (SBE) regulations that need to be followed; Senator Kagan responded that there are exceptions for extreme situations.

Potential Relocation of Precinct 04-30

Senator Kagan added that she has spoken to the State Board of Elections' Board President, who has indicated that a conference call could be held if necessary. Ms. Khozeimeh questioned Senator Kagan regarding a *Tweet* she posted stating... "if there are available polling places, why are you forcing the voter to go somewhere else?" Ms. Khozeimeh stated that the way her *Tweet* was written insinuated that the Board made the move purposely and against senior citizens. She went on to state that the Board contacted B'nai Israel earlier in the process and at the time, they expressed no interest in being a polling place. Senator Kagan responded that she meant no offense with her *Tweet*; however, based on the vote by the Board it would force seniors to go to Richard Montgomery. Mr. Vincent added that the Board was not happy to make the decision to use Richard Montgomery and wished that B'nai Israel agreed earlier in the process. Ms. Keeffe asked staff how many precincts needed to be moved this election. Ms. Jurgensen and Mrs. Rzeszut responded twenty-four (24). Ms. Keeffe noted that the number was higher, but that the Board worked with the Board of Education to reduce the number of potential moves due to school

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renovations in June. Ms. Keeffe went on to state that the issue being raised is consistent with the other precinct moves in Montgomery County. The Board and staff met with several groups in the County to minimize disruption to the voters. She added that precinct 04-30 is one of the 24 that had an issue, we are concerned and feel badly, and she agrees that it does hurt voter turnout when a precinct is moved, adding that the Board of Elections offers other alternatives than just voting on Election Day. Ms. Keeffe recalls that the vote to use Richard Montgomery was 3 to 2, with her vote being one of the two nays. She added that staff worked mightily on this precinct, checking out other sites suggested by the Board, so that the voters could vote in precinct. Unfortunately, it did not materialize, leaving no other choice but Richard Montgomery. Then Senator Kagan sent an email, and again unfortunately there was a 10 or 12 day lag on the email from when you heard from the Synagogue and when the Board of Elections was notified, which put the Board against the deadline. Ms. Keeffe added that had we heard about the availability of B'nai Israel prior to the March meeting, this could have been resolved in a timely legal fashion. Ms. Keeffe asked why is this issue still being discussed and what are we saying to the other 23 precincts. Senator Kagan responded that she thought she had sent her email to the Board of Elections more quickly than stated. Senator Kagan stated that she did notify the Board prior to the deadline and there was a delay of several days as the Board communicated internally and that then she was notified after the deadline, noting that Ms. Jurgensen advised her on the deadline that the deadline had passed and that's when she contacted the State Board of Elections to see if an exception could be made.

Ms. Jurgensen went over the ballot preparation timeline and the necessary processes required by the State Board of Elections. See attachment B for timeline regarding polling place change. Ms. Jurgensen stated she has no problem if the Board wishes to go back to the State Board and request to change the location. Mr. Shalleck inquired how one change of a polling place location can affect all of them. Ms. Jurgensen provided an email from Natasha Walker, Project Manager of Election Management System, to the Board that explained the process.

Mr. Naimon stated that he didn't quite understand the process presented in the email; however, he concluded that the issue with the difficulty in the move is that the precinct is consolidated. He noted that although he may never have used the word "emergency," he feels that he made his position very clear regarding the potential use of B'nai Israel for precinct 04-30. He noted that this topic was very important to the Board and that there was a consensus at the April 11 emergency meeting that this item would be discussed today. Mr. Naimon added that this potential move is really stark, pointing out the difference between a 1/2 mile and 2 1/2 miles, pointing out the difference of a community who can walk there and is easily accessible to the seniors in the community.

Mr. Banov noted that he also did not understand the email, adding that if the all legislative and councilmanic districts are the same, why does changing the polling place change the ballot? He stated that he is in favor of selecting B'nai Israel as the polling place for precinct 04-30 for both the Primary and General Election. Mr. Naimon asked, "What is the difference between the move from Tilden Middle School and Richard Montgomery High School?" Ms. Ross explained the difference between a potential move of a consolidated precinct and a polling place that holds two polling places. The Board briefly discussed the process further. Ms. Phillips stated that the speakers made a good case for the use of B'nai Israel, adding that if B'nai Israel is selected, she would be in favor of the site for the Primary only. She added that she would like to receive additional information and clarity on how this will impact the staff as well as the budgetary impact

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it will have on mailing notifications out to the voters impacted. Mr. Vincent noted that the Board is in a difficult position, adding that a compelling case has been made; however, we tend to forget the burden a last-minute change places on staff. He expressed concern that this potential change may set a precedent for future actions. He stated that he does not disagree with the potential use of B'nai Israel, but noted that it is important to abide by deadlines presented, as it disrupts the process. Mr. Vincent added that if the B'nai Israel is selected for precinct 04-30, he would be in favor for the site to be used for the Primary and General. Ms. Khozeimeh stated that she is unsure of what decision to make, as it is a difficult decision, adding that ultimately the State Board of Elections will make the final decision. Mr. Karpinski suggested that a letter be prepared this afternoon, requesting that the State Board have a meeting to discuss the potential move (abiding by the 48-hour notice). Mr. Shalleck stated that he agrees with the comments provided today, noting that the Board's priority is the voters. He added that he is aware that any changes at this point will impact staff, but that we are here to serve the voters. There is no question the B'nai Israel is a better location for the voters of precinct 04-30. He recommends that the proposed site be used for the Primary and General Election cycle. Ms. Keffe added that she agrees with the comments presented today, acknowledging that the Board serves the voters; however, she expressed concern with the inequity to the other voters who were impacted by a polling place change. She added that the Board has been cognizant of the issue and tried to do the best they could with the options provided. Ms. Keffe stated that if the Board agrees, a letter to be written stating the wish of the Board to move the polling place in precinct 04-30.

Mr. Naimon moved to recommend to the State Board, due to the emergency involving 04-30, to relocate the polling place from Richard Montgomery High School to B'nai Israel Congregation for both the Primary and General Election of 2018. The motion was seconded by Ms. Keffe and carried unanimously.

Mr. Karpinski requested that the Board take a 5 minutes recess. Mr. Shalleck agreed.

Mr. Karpinski left the meeting to prepare the letter.

Election Director Status Report (Incorporated as Attachment A)

Ms. Jurgensen noted that the agenda was posted on April 5.

Personnel

Ms. Jurgensen noted that 46 temporary staff have been hired. Staff is having difficulty hiring temporary employees due to the high rate of employment in the County. She thanked Ms. White, Ms. Rzeszut and Ms. Woods for their efforts and stated that the managers continue to conduct interviews and hope to have all positions filled soon.

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Budget (Incorporated as Attachment B)

Ms. Roher reminded the Board that the County Council Government Operations' Committee would meet to discuss the County Executive's recommended FY19 budget on April 18 at 9:30 in the 7th floor hearing room of the Council Office Building. Both Ms. Keeffe and Mr. Naimon indicated they would be unable to attend. Mr. Banov said he could attend.

Ms. Roher stated that the budget spreadsheet detailing the latest FY18 expenditures was sent in advance. She noted that, as of the end of March, the Board has spent 40.86% of the budget and everything appears to be tracking properly. She pointed out significant increases in the expenditure of funds for temporary employees, overtime and office supplies, which is to be expected at this point in the election cycle. Ms. Roher stated that almost all of the advertising was in place and payments for \$9,600 had already been made.

Ms. Phillips requested clarification of the wording "moved from Op for clarity" on the line item for temporary agency employees. Ms. Roher explained that this line item is part of the Operating Budget but, for planning purposes, is considered part of the available funding for temporary employees and was moved on the spreadsheet to the Personnel section for easier reference.

Voter Registration

Ms. Jurgensen reviewed the 2018 Gubernatorial Primary Election Summary, which was provided to all Board Members and is incorporated in these minutes as Attachment C. It includes current statistics for voter registration, election judge assignments and absentee ballot requests. The Summary will be provided each month.

State Board of Elections

Ms. Jurgensen's report detailed current issues at hand relating to the SBE (see Attachment A). The following items received additional discussion by the Board during the meeting.

Ms. Keeffe noted that the new member of the State Board of Elections, Malcom Funn, is from St. Mary's County and replaces former Member Gloria Lawlah.

Ms. Jurgensen noted that Keith Young, the County Information Security Officer with the Department of Technology Services, has been assigned to the Board of Elections and will be reviewing all information technology systems. In addition, staff is working with the Department of General Services to make simple changes to improve the security of the facility.

Legislative Update

Ms. McLaughlin provided the Board with a copy of *The 90 Day Report* from the Department of Legislative Services of the Maryland General Assembly and highlighted the following Bills:

- House Bill 1278, the Postelection Tabulation Audit Bill, passed and was signed into law. There are no changes in the way we conduct precertification audits for the Primary or General Election. However, once the General Election has been certified, a new audit has been added which will require inspecting paper ballots by hand and eye and comparing them to the certified results within 120 days of certification.
- House Bill 1331 adds language to the Election Law Article regarding election cybersecurity. The language includes the requirement that any voter who wants a web delivery ballot must provide their driver's license number or Social Security number. Ms. McLaughlin noted that staff will watch for regulations about how to handle this information and under what circumstances staff would reject an absentee ballot request due to unverifiable data. Staff will be seeking clarification on how to handle those voters who have already applied for an absentee ballot for the General Election. In addition, the Bill includes mandatory reporting provisions for known or suspected security policy violations and contains explicit language that defines the County email system as an election system. Ms. Keeffe asked what the effective date was. Ms. Jurgensen stated she believed it was July 1.
- Senate Bill 1048, the Secure and Accessible Registration Act, changes the current electronic voter registration from opt in to opt out – also referred to as automatic registration. Beginning July 1, 2019, voters who go to the MVA or several other agencies will have to decline if they don't want to register or update their registration as opposed to the current process where they are given the option to register. Ms. Keeffe asked if there would be changes to the MVA system. Ms. McLaughlin stated that the wording of the questions would be modified and assured the Board that staff would stay on top of it. Ms. Jurgensen summarized the process for drafting, reviewing and commenting on new regulations. Ms. McLaughlin added that Ms. White is carefully watching the evolution of this process.
- House Bill 1717 clarifies that a voter registration number is not "personal information" requiring the same protections as Social Security Numbers, Driver's License numbers or credit cards. Ms. McLaughlin clarified that the voter registration number is merely used to track information and mailings sent to a voter and it does not contain, or lead anyone to, any type of confidential information.

In addition, Ms. McLaughlin reported that the General Assembly placed two questions on the ballot for November. The first is to give the General Assembly the power to provide same day registration at a polling place on Election Day. The second is a measure to dedicate casino revenues for education.

Mr. Vincent requested that Ms. McLaughlin send the report to Board Members electronically, and she agreed to do so.

Board Attorney Report

This item was discussed later in the meeting.

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Old Business

Security

Mr. Shalleck stated that this item was moved to Executive Session.

New Business

Sample Ballot Review

Ms. Jurgensen distributed a copy of the draft Non-Partisan sample ballot and the checklist to be referenced when reviewing it. She encouraged the Board Members to review the document and provide any recommended changes to Eric Olsen no later than May 1, 2018. Ms. McLaughlin thanked Mr. Olsen for his assistance on this project. Mr. Olsen distributed an additional copy of pages 8 and 9 of the sample ballot reflecting the Democratic and Republican ballot styles and noted that only the cover of the sample ballots will be sprayed with color. Ms. McLaughlin stated the goal is to have the sample ballot delivered to voters in advance of the registration deadline. Mr. Olsen reviewed the sample ballot, pointing out items that are new or may be of particular interest to the Board Members.

Ms. Jurgensen called the Board Members' attention to page 5 of the sample ballot and asked for clarification on how the name of St. Catherine Laboure should be reflected. She noted that, based on informal feedback, staff had changed it from Church to Parish since the voting center was actually not in the Church.

Ms. Keeffe stated that it was correctly noted as Parish. Ms. Phillips suggested dropping Parish as it means different things to different people and could be confusing. Mr. Naimon recommended adding the phrase "the old school" to the name to help those whose religious background prohibits them from entering a Church. Ms. Khozeimeh agreed with Ms. Phillips' suggestion to drop the word Parish.

A motion was made by Ms. Keeffe to drop the word Parish from the name of the facility. Ms. Phillips seconded the motion.

Mr. Vincent suggested using the word school since it will become the home of the Avalon School.

A motion was made by Mr. Naimon to replace the word Parish with School. The motion was seconded by Mr. Vincent.

Ms. Keeffe stated that St. Catherine Laboure School doesn't exist, and she didn't accept the amendment. Mr. Naimon noted that he had made a motion, not an amendment to Ms. Keeffe's motion. Ms. Khozeimeh suggested that the name be kept simple with St. Catherine Laboure. Mr. Vincent stated that he had no problem with using the word Parish. Mr. Naimon expressed concern for individuals whose religious background prohibited them from entering a church.

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Mr. Naimon indicated that outreach would need to be done to inform the voters that they would not be voting in the actual church. Ms. Keeffe expressed interest that this subject wasn't discussed when considering the use of other churches as polling places. Mr. Naimon responded that State law allows a voter to be reassigned to a different location. He added that St. Catherine Laboure is the closest Early Voting Center to a large community who, for religious reasons, are constrained to enter a church building. While he acknowledged there would be appropriate signage on-site, his concern is that without proper communication voters will not go to the location in the first place.

Mr. Naimon's motion was voted on and failed, with Messrs. Naimon and Vincent voting for the motion and Mr. Shalleck, Ms. Khozeimeh and Ms. Keeffe voting against the motion.

A motion was made by Mr. Naimon to add the phrase "former school" in parentheses following "The Claridge Room" and remove the word "Parish." The motion was seconded by Ms. Khozeimeh and failed, with Messrs. Shalleck and Naimon voting for the motion and Ms. Khozeimeh, Ms. Keeffe and Mr. Vincent voting against the motion.

Ms. Keeffe's original motion was voted on and passed with Mr. Shalleck, Ms. Khozeimeh and Ms. Keeffe voting for the motion, Mr. Vincent voting against the motion, and Mr. Naimon abstaining.

Ms. McLaughlin then questioned the wording used to describe the parking at the Jane E. Lawton Community Recreation Center. Ms. Roher stated she would check the verbiage in the original correspondence and forward it to the Board Members and staff.

Ms. Jurgensen noted that Mr. Olsen would be sending electronic versions to the Board Members and requested that any suggested edits be provided to him no later than May 1.

Board Attorney Report

Mr. Karpinski was preparing correspondence to the State Board of Elections; he asked Ms. Jurgensen to report that the Judicial Watch Case was still pending in Court.

Future Meetings

The next Board meeting will be at 2:30 p.m. on May 21, 2018.

A motion was made by Ms. Khozeimeh to recess the Regular Session and move to Executive Session. The motion was seconded by Ms. Keeffe and carried unanimously. The Board convened in Executive Session at 4:37 p.m.

Ms. Ross, Ms. White, Mr. Zelaya, Ms. Farrar, Ms. Kildee, Ms. Sanders, and Mr. Subin left the meeting.

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Mr. Karpinski returned to the meeting.

Report on Executive Session

The Montgomery County Board of Elections convened in Executive Session at 4:37 p.m., pursuant to State Government Article, Sections 10-508 (a)(10) and (13), to discuss the security of polling places and a personnel matter.

The Montgomery County Board of Elections met in closed session on this date. The following members of the Board and staff were in attendance: Jim Shalleck, Nahid Khozeimeh, Mary Ann Keeffe, Alexander Vincent, David Naimon, Jacqueline Phillips, Alan Banov, Kevin Karpinski, Margaret Jurgensen, Alysoun McLaughlin, Lisa Merino and Marjorie Roher.

Security

The Board members discussed concerns regarding the security of the polling places.

A motion was made by Ms. Khozeimeh to adjourn the Executive Session and reconvene in Regular Session. The motion was seconded by Mr. Vincent and carried unanimously. The Board reconvened in Regular Session at 4:51 p.m.

Board Committees

Ms. Khozeimeh stated that she was resigning from the Budget Committee, as she felt there was no need to have Committees since everything was discussed in full during Board Meetings. Mr. Vincent stated that he, too, did not believe there was a need for Committees since all Board Members were active and involved in all aspects and items were fully discussed during open Board Meetings.

Ms. Keeffe stated that she was shocked by this announcement. Ms. Khozeimeh stated that she was not involved the last time funds were redistributed in the budget. Ms. Keeffe stated that she believed the Committees should remain, as they serve an important purpose, and she hoped that another majority member could be appointed to replace Ms. Khozeimeh. Ms. Keeffe believes that the Committees are an opportunity for Board Members to work closely with staff to understand more of the details and work to develop cohesive recommendations for the full Board to consider. Mr. Shalleck suggested that this topic be discussed at a later date.

Mr. Naimon stated that the Committees were established so that a limited number of Board Members could focus on specific issues to develop proposals for the full Board. The Committees are not required by law, and do not need to comply with the Open Meetings Law. Mr. Naimon volunteered to Chair the Outreach Committee and stated his concern with the difficulty in developing proposals as the full Board.

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Mr. Shalleck asked if there was a need to discuss this now. Ms. Keeffe expressed concern as the Budget Committee may need to get together before then. Ms. Roher stated it was not likely at this point in the Budget process for the Budget Committee to meet in the next couple of months. Ms. Keeffe stated that the purpose of the Committees is to delve more deeply into topics and make recommendations for the full Board to facilitate progress.

Mr. Naimon stated that if everything is going to be done as a full Board, the Chair and Secretary are not empowered by law, regulation or bylaws to make decisions without full Board consultation and should not do so. Ms. Keeffe took exception to his comment and stated that no decisions were ever made without the full board. Occasionally discussions were held to facilitate moving items forward. Mr. Naimon responded that all information should be shared with all Board Members at the same time, which requires little extra effort in the 21st Century. Mr. Shalleck stated that he agreed with Mr. Naimon when it was practical.

Ms. Khozeimeh left the meeting at 5:07

Mr. Shalleck stated that this discussion would be tabled until the June meeting.

Adjournment

With no further business, a motion was made by Ms. Phillips to adjourn the meeting. Ms. Keeffe seconded the motion and the motion carried unanimously. The meeting adjourned at 5:09 p.m.

Respectfully Submitted By,



Lisa Merino
Office Services Coordinator



Marjorie M. Roher

Management & Budget Specialist III

APPROVED BY THE BOARD:



Jim Shalleck
President

Good afternoon. My name is Beryl L. Feinberg and I reside at 1200 Halesworth Drive in Rockville, Maryland.

The 2018 elections are pivotal as Maryland voters exercise their right to choose the next governor, our next Congressional representatives, State delegations, County Executive, and County Councilmembers. Much is at stake, and here in Montgomery County, the impact of term limits translates into an enormous number of new candidates and veteran elected officials, all vying to push his or her message out to voters. The daily avalanche of campaign mailers and palm cards is in full swing, all competing for voter attention.

Elections officials, current elected officials, and candidates share a common goal to maximize voter participation. Despite the herculean efforts to reduce barriers to voting, including ballots in Spanish, voter assistance for those with special needs, Early Voting, and no fault absentee voting, voter turnout in Montgomery County remains abysmally low. Local political pundits and bloggers decry the loss of broad-based local journalism since the demise of the Gazette newspapers.

While many barriers to voter turnout have been removed or minimized, we must not create new ones. As realtors say, 'it's all about location, location, location'. Unfortunately, due to unique circumstances, the District 4-30 polling place located at St. Elizabeth's School is available for the General Election in November, but unavailable for the Primary on June 26th. Understanding that the BOE is up against multiple logistical deadlines, Richard Montgomery HS is the option put forth for the Primary. However, simply stated, this creates a new and serious

barrier for these voters. It is 3.7 miles from St. Elizabeth's campus, the current site, and out of the neighborhood, to Richard Montgomery High school.
However, nearby, it is a mere .76 miles from St. Elizabeth to another available site, Bnai Israel Congregation. Voters clearly want something that he or she can drive, walk, bicycle, or bus to without fighting traffic congestion, school buses, and unnecessary additional time out of busy days to vote.

Perception of additional time is as much a factor to thwart voter participation is the actual inconvenience. So why add a barrier to voter participation with the suggested polling place for the Primary?

Bnai Israel Congregation on Montrose Road, located at 6301 Montrose Road, is a mere stone's throw and in the same neighborhood, from the current St. Elizabeth's site. This neighborhood's population encounters intra county moves as well as new residents into the county, who may not know the county's roads and traffic patterns, once again increasing the likelihood that voters will go to a new polling place out of the neighborhood.

I urge the BOE to reconsider the site selection for June 26th Primary from RMHS to this closer, easily accessible location, with abundant parking.

I have seen what happens when voters of all ages, those carpooling children to afterschool activities, retired residents, and those new to the area when a polling place changes. For the Rockville municipal election in 2015, Ritchey Park ES was

no longer available for City District 7 voters, and in fact, a location was selected that was OUTSIDE the election district. Despite best communication efforts, many voters still drove to the old site, and frustrated with the new location, simply did not bother to travel to the new location. Let's not have a repeat of that for the June 26th primary for District 4-30. Move the polling place to Bnai Israel, make it simple, direct, and easy to vote on June 26th.

Then, for the General Election, return 'home' to St. Elizabeth's.

April 13 2018

Election Director's Report

Reminder:

Monday, April 16, 2018

Swearing in of the Canvass Board at 2:00p.m.

Regular Meeting begins at 2:30p.m.

Election Director's Report

Agenda posted on April 5, 2018

Public Comments – State Senator C. Kagan dist. 17

V. Election Director Status Reports

A. Personnel – added 46 temporary staff

B. Budget – Margie Roher

1. County Council GO Committee Hearing
Wednesday, April 18, 2018 @ 9:30 a.m.
100 Maryland Ave. Rockville – 7CHR
Elections are second on the agenda.

2. Budget

- 3.

C. Voter Registration – Jessica White

D. State Board of Elections

1. New Board member: Malcom Funn
2. Security briefing in two parts, one in session and the other closed session. Issues cover federal funding in the recent Federal Budget Act.
3. State Board is pushing out Cyber Security Information to the Local Boards.
 - a. Director met with County Dept. of Technology Services for cooperation with

Federal Homeland Security Review of County Systems and network. I have reached out to Homeland Security to set up an appointment To review county networks.

4. Absentee Ballot mailing by ES&S
 - i. First data pull will be May 3, then every Tuesday and Thursday, the State Board will transmit files to ES&S. Beginning June 5, mailings occur daily until June 22nd. Staff will be trained on system and tracking of ballots on May 1st.
5. ES&S response to Congressional Inquiry
<https://www.essvote.com/Klobuchar-Shaheen-Response>.
6. Attorney General's Office
 - i. No opinion provided regarding conceal & carry in the polling place.
7. Approved precinct move of 04-18 to Tilden Middle School for Primary & General Election.

E. Legislative Update – Alysoun McLaughlin

VI. Board Attorney Report – Kevin Karpinski, Legal Counsel

VII. Old Business

A. Security – Jim Shalleck

VII. New Business

A. Potential relocation of Precinct 04-30

B. Sample Ballot – Eric Olsen

IX. Future Meetings

X. Adjournment

FY18 OPERATING BUDGET SPREADSHEET
(Through March 31, 2018, as of April 2, 2018)

LINE ITEM	FY18 APPROVED	FY18 YEAR TO DATE*
PERSONNEL COSTS	4,206,270	2,270,568
5A001 - Salaries & Wages	3,420,715	1,769,771
50010 - Full Time Salaries	2,200,927	1,567,119
50012 - Part Time Salaries (Part-Time Permanent Employees)	130,936	60,914
50020 - Seasonal Temps (Part-Time Temporary Employees)	636,987	118,488
60168 - Temporary Office Clerical (moved from OP for clarity)	201,329	728
SUBTOTAL FOR TEMPORARY PERSONNEL	838,316	119,216
50324 - Overtime (includes emergency, multi-lingual & holiday)	250,536	22,522
5A002 - FICA	239,603	127,750
5A003 - Group Insurance	357,768	236,351
5A004 - Group Retirement	188,184	136,696
OPERATING EXPENSES	4,691,315	1,364,900
6A001 - Services and Contracts	1,625,953	381,386
60060 - Legal/Attorney Services	75,000	45,883
60066 - SBE Program Management	541,133	227,674
60304 - Maintenance - Electrical	0	1,301
60314 - Maint - Computer Systems**	25,000	2,892
60326 - Repair/Maint Agmts - Office Equip	11,000	3,636
60412 - Moving Services	25,500	0
60414 - Building Construction	0	0
60530 - Other Professional Services - EJ Stipend	913,820	0
60532 - Other Non-Professional Services (includes EJ mod.)	34,500	100,000
6A002 - Maintenance	249,497	99,497
61010 - Computer Equip Repairs/Maint (EPB)	249,497	99,497
6A003 - Rentals/Leases	1,902,495	475,809
61902 - Furniture Rentals (Polling Place)	7,000	0
61924 - Other Equipment Rentals (MDVoters)	398,073	88,058
61926 - Bldg or Space Rental/Leases (Pol. Place)	40,305	9,250
61932 - Other Rentals/Leases (Voting System)	1,457,117	378,501
6A004 - Office Supplies & Equipment (<\$5,000)	141,684	109,417
62010 - General Office Supplies+	72,315	35,564
62016 - Computer Supplies	5,000	5,579
62018 - Computer Equip (<\$5,000)**	28,000	12,109
62022 - Paper and Supplies for Copiers	0	82
62028 - Other Supplies & Equipment	36,369	56,083
6A011 - Books, Videos, and Subscriptions	3,500	3,705
62700 - Books/Reference Materials	2,500	897
62712 - Other Books, Videos, and Subscriptions	1,000	2,809
6A012 - Other Supplies/Materials/Equipment	154,651	80,667
62826 - Keys and Locks	265	402
62848 - Tools	0	96
62896 - Parking Meters	0	0
62946 - Charges from SBE	154,386	80,169
6A013 - Printing/Central Duplicating Services	143,054	77,851
63016 - Imaging	10,000	4,088
63018 - Document Shredding	0	42
63020 - Office Mach. Cop. Leasing	11,760	13,806
63022 - Other Central Dup Svc - Printing (all printing costs)	121,294	59,915
Mandated Legal Requirements		
Charges from SBE		
Election Specific Costs		
Personnel Charges		
Temporary Personnel Charges		
Overtime Costs		
Benefits		

FY18 OPERATING BUDGET SPREADSHEET
(Through March 31, 2018, as of April 2, 2018)

LINE ITEM	FY18 APPROVED	FY18 YEAR TO DATE*
6A014 - Outside Printing	100,550	0
63100 - Outside Printing/Copying	550	0
63104 - Sample Ballot Printing	100,000	0
6A015 - Mail	134,360	78,448
63200 - Central Dup - Postage - Bulk (services, NO postage)	36,530	74,120
63202 - Central Dup - Postage - Individual (PO Box rental)+++	17,080	1,739
63206 - Inter-Office Mail/Pony Charge	750	2,589
63208 - Other - Mail (Sample Ballot Postage)	80,000	0
6A016 - Outside Postage and Mail	90,500	25
63300 - Outside Mail Services (VNCs and all other postage)	90,000	0
63304 - Other Outside Mail Services	500	25
6A017 - Motor Pool	41,243	15,137
63500 - Assigned Motor Pool Vehicles	31,318	14,187
63504 - Daily Rental Motor Pool	9,925	930
63508 - MP EZPASS Charges	0	20
6A018 - Communications Services	33,670	13,673
63604 - Cellular Phone Line Charges	2,800	0
63618 - Blackberry Charges (smart phones)	9,000	6,723
63624 - Communication Circuits	0	0
63626 - Communication Modems (SBE)	4,870	0
63634 - Other Communication Services (PP Phone Lines)	17,000	6,950
6A020 - Charges from Others	1,500	0
63810 - Charges for Facility Maintenance+++	1,500	0
6A021 - Travel	23,276	7,772
64010 - Metropolitan Area Travel	17,996	3,929
64012 - Non-Metropolitan Area Travel+++	5,280	3,844
6A022 - Education, Tuition, and Training	10,125	8,437
64100 - Local Conference Related	2,000	2,400
64102 - Non-Local Conference Related	0	0
64120 - Other Education, Tuition, & Training	8,125	6,037
6A023 - Dues/Memberships	2,000	2,185
64200 - Professional Memberships (Individual)	2,000	2,185
6A024 - Advertising	28,257	9,876
64300 - Advertising - Jobs	0	0
64304 - Advertising - Marketing/Sales+++	28,257	9,876
6A099 - Miscellaneous Operating Expenses	5,000	1,014
69999 - Other Misc Operating Expenses	5,000	1,014
DEPARTMENTAL TOTAL	8,897,584	3,635,468
* Included prior year encumbrances		
+ Includes office supplies, polling place supplies, and office furniture		
** \$3,860 moved from each line item to 46304 per Board Directive		
+++ Per 2/26 Board Meeting, funds moved to Advertising (see minutes)		
Mandated Legal Requirements		
Charges from SBE		
Election Specific Costs		
Personnel Charges		
Temporary Personnel Charges		
Overtime Costs		
Benefits		