

APPROVED

November 16, 2015

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

In Attendance:

Board Members:

James Shalleck, President
Nahid Khozeimeh, Vice President
Mary Ann Keeffe, Secretary
Alex Vincent
David Naimon
Jacqueline Phillips
Graciela Rivera-Oven

Staff:

Margaret Jurgensen, Election Director
Alysoun McLaughlin, Deputy Election Director
Laletta Dorsey, Acting Voter Registration Manager
Lisa Merino, Office Services Coordinator
Janet Ross, Information Technology Manager
Mercedes Pinon, Office Services Coordinator
Christine Rzeszut, Operations Manager
Gilberto Zelaya, Outreach Coordinator

Counsel:

Kevin Karpinski

Guests:

Paul Bessel
Barbara Sanders
Michael Subin

Convene the Board Meeting and Declare a Quorum Present

Mr. Shalleck called the Board meeting to order and declared a quorum present at 2:30 p.m.

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Additions and Changes to Agenda

Mr. Shalleck recommended that the approval of minutes be moved under New Business A, Discussion of Minutes. The Board members agreed.

Ms. Jurgensen requested that polling place changes be discussed after public comments are given. Mr. Shalleck agreed.

Ms. Keeffe requested an addition to the Agenda, to add item C, Board Committees, under the Old Business item. Mr. Shalleck agreed.

Public Comments

Brian Hooker, President of the Randolph Civic Center Association asked to address the Board in advance. Mr. Hooker asked the Board members to consider consolidating precincts 14-15 and 4-26 to vote at the Rocking Horse Center. (See Attachment A)

Ms. Phillips inquired how many voters would be affected if the consolidation was passed. Ms. McLaughlin stated that Rocking Horse Center (precinct 14-15) has 1,585 registered voters and Viers Mill Local Park (precinct 04-26) has 1,977 registered voters. All boundary lines except for the Board of Education are the same. The Board inquired if Rocking Horse Center can accommodate all the voters. Ms. Jurgensen stated that the Board members should expect at least 60% of the total amount of voters to visit the Center. She added that there would be concern if the emergency legislation passes, as it would change the district lines and affect the Gubernatorial Election. The Board held off the vote until the polling place review was discussed.

Barbara Sanders, League of Women Voters (LWV) liaison, requested to address the Board in advance. Ms. Sanders briefly discussed three topics. She stated that the LWV is in support of Bill MC 14-16 – legislation on the expansion of Early Voting Centers for Montgomery County. In addition, the LWV encourages the Board of Elections to reconsider additional language to the proposed legislation to make it less ambiguous. The LWV suggests that Early Voting site locations should match or increase the highest percentage of registered voters within the geographical designation. The LWV requests that inclusion of all reports, including the Director's report, be provided in advance or posted to the website immediately after a Board meeting. (See Attachment B)

Mr. Subin addressed the Board and clarified that the County Executive would not be in favor of changing the language in Bill MC 14-16 as it is a local bill for Montgomery County. If there is any attempt to change the language it may delay the approval process.

Senator Cheryl Kagan addressed the Board, asking if there would be a meeting on Tuesday, November 17, to discuss the use of the new voting system in municipal elections in Montgomery County. Ms. Jurgensen stated that there is no current meeting scheduled; however, the City of Rockville is compiling data from their election. Ms. McLaughlin and Ms. Jurgensen stated that a meeting was scheduled by SBE for a debriefing but was cancelled due to needed pollbook and software updates. Ms. Jurgensen stated that once the City of Rockville has information it will be forwarded to BOE.

Senator Kagan expressed her concern with information regarding the election process not being shared with the public; she has comments she would like to share with the appropriate people. Senator Kagan asked for a copy of the audit report from the State Board of Elections (SBE)/Department of Information Technology (DOIT) as it also should be shared with the public. The Board members stated that a request to obtain the report has been made.

Senator Kagan stated that Delegate Carr's bill has invited District 17 to change boundary lines; however, she is not participating with boundary line changes. She has requested that the Board eliminate ghost precincts in District 17.

Senator Kagan stated she and Senator Gail Bates have been newly appointed to the Joint Audit Committee. She noted that SBE has had a number of issues and they [SBE] have not been on the Joint Audit Committee agenda for a hearing in the past year. She added that they both have notified the President, Senate, Speaker of the House, and Co-Chairs of the Joint Audit Committee that information regarding the election process be transparent. Senator Kagan stated that she has expressed concern with the decision of the Board of Public Works voting against funds that SBE requested for education/outreach and she will continue to seek answers as to how the public will be educated on the new voting system. Mr. Naimon briefed Senator Kagan regarding issues the Board has encountered with MVA.

Senator Kagan asked for the Board's support with the transparency of reports to be shared with the public.

Polling Place Review

Ms. Jurgensen stated that legal descriptions will be distributed for signature at the end of the meeting. She then reviewed precinct changes based upon the direction of the Board members.

- Precinct 02-06 – Proposal to move from Clarksburg Elementary School to Clarksburg High School for the Primary and use Clarksburg Middle School for the General Election.

Ms. Rivera-Oven, Mr. Naimon, and Ms. Keeffe expressed concern with the location and availability of other sites in precinct 02-06; specifically the use of a Baptist Church and Childcare Center. Ms. Jurgensen stated that, due to the lack of a traffic light, the Baptist Church site would have difficult access and Mrs. Rivera-Oven agreed. The Childcare Center is a self-contained location that is not interested in closing the daycare and aftercare program to accommodate an election. The Board does not agree with voters voting in different sites for the Primary and General elections. The Board will revisit this proposal.

- Precinct 02-08 – Proposal to move the polling place from Little Bennett Elementary School to Clarksburg Elementary School so that voters may vote within the precinct for the 2016 Elections.

Mr. Vincent made a motion to accept the staff recommendation. The motion was seconded by Ms. Khozeimeh and passed unanimously.

- Precincts 02-11 and 02-10 – Staff recommends that the precinct be split to manage traffic at one polling place. The proposal is to create Precinct 02-10 at Little Bennett Elementary School.

Mrs. Rivera-Oven made a motion to accept staff recommendation. The motion was seconded by Ms. Keeffe and passed unanimously.

- Precinct 02-11 – Recommendation is to move the polling place from Clarksburg High School to Wilson Wims Elementary School to alleviate traffic problems.

Mr. Naimon made a motion accept staff's recommendation. The motion was seconded by Ms. Khozeimeh and passed unanimously.

- The Board revisited Precinct 02-06.

The Board members discussed the options briefly. Ms. Keeffe made a motion to move the polling place for precinct 02-06 to Clarksburg High School for the Primary and General Elections. The motion was seconded by Ms. Khozeimeh and passed unanimously.

- Precinct 04-19 – Recommendation is to move the polling place from College Gardens Elementary School to Candlewood Elementary School.

Ms. Jurgensen stated that there is no private or public facility available in the precinct. Mr. Vincent made a motion to accept staff recommendation. The motion was seconded by Ms. Khozeimeh and passed unanimously.

- Precinct 04-32 – Recommendation is to move the polling place from Ivymount School to Beverly Farms Elementary School due to issues brought to the attention of Board Member Phillips.

Ms. Phillips spoke to concerns during her visit at the last election. She added that the Ivymount School is busy with lots of activity and holds a private daycare; having the site open during Election Day may not be the best idea. Mr. Naimon spoke in opposition of the recommendation due to accessibility and convenience for the voters. Mr. Naimon made a motion that Precinct 04-32 continue to use Ivymount School as the polling place. The motion was seconded by Ms. Khozeimeh and passed unanimously.

- Precinct 06-14 – Recommendation is to move the polling place from Shady Grove Conference Center to Temple Beth Ami to keep the polling place within the precinct.

Mr. Naimon made a motion to accept staff recommendation. The motion was seconded by Mrs. Khozeimeh and passed unanimously.

- Precinct 13-42 – Recommendation is to move the polling place from Karasik Center, outside of its precinct, to Northwood High School to improve the location for voters.

Mr. Naimon spoke in opposition of the recommendation. He spoke of his concerns for the voters as they would need to cross a major roadway to access the polling place. He stated that the current location is walkable to most voters. Ms. Jurgensen responded to a question, stating that the Karasik Center is a private location that holds a child care center which is open during the election. A larger facility was recommended to alleviate parking issues for voters. Mr. Naimon made a motion that Precinct 13-42 continue to use the Karasik Center as a polling place. The motion was seconded by Mrs. Khozeimeh and passed unanimously.

- Precinct 13-58 – Recommendation is to move the polling place from Knights of Columbus to Flora M. Singer Elementary School to improve the location for voters.

Mr. Naimon stated that Flora M. Singer Elementary School would be less accessible than the current location due to street access. The Board members briefly discussed the location. Mr. Vincent made a motion to accept staff recommendation to move the polling place for precinct 13-42 to Flora M. Singer Elementary School. The motion was seconded by Mrs. Khozeimeh. Mr. Shalleck, Mrs. Khozeimeh, Ms. Keeffe, and Mr. Vincent voted for the motion; Mr. Naimon abstained, the motion passed.

- Precinct 13-65 – Staff provided two recommendations. One, to move Precinct 13-16 to Gwendolyn E. Coffield Community Recreation Center and move Precinct 13-65 to Rosemary Hills or, a second option, move Precinct 13-65 to Gwendolyn E. Coffield Community Recreation Center from Christ the King Church.

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Mr. Naimon commented on the recommendation. Mrs. Khozeimeh made a motion to change the polling place for precinct 13-65 from Christ the King Church to Gwendolyn E. Coffield Community Recreation Center to improve the site for voters. The motion was seconded by Ms. Keeffe and passed unanimously.

Ms. McLaughlin reviewed Delegate Al Carr's proposal to consolidate the Randolph Civic Association neighborhoods into a single polling place at the Rocking Horse Center which the Board discussed in the October Board meeting.

- Proposal – To consolidate precincts 04-15 and 04-26 to vote at one polling place at Rocking Horse Road Center.

Ms. Keeffe made a motion to accept Al Carr's proposal to consolidate precincts 04-15 and 04-26 to vote at Rocking Horse Road Center. The motion was seconded by Mrs. Khozeimeh and passed unanimously.

Ms. McLaughlin distributed maps of Delegate Carr's proposal to consolidate Garrett Park Estates/White Flint Park and Garrett Park into a single polling place at Garrett Park Elementary School. Delegate Carr's proposal would change the boundaries of precincts 04-04 and 04-08.

- Proposal – Shift part of the boundary between precinct 04-04 and 04-08 that is north of Strathmore Avenue, so that all voters who reside north of Strathmore who currently vote in precinct 04-08 at Parkside Elementary School would now vote in precinct 04-04 at Garrett Park Elementary School. The boundary shift would also incorporate the Garrett Park Elementary School property as well as other church and school properties on Oxford Road.

The Board reviewed and briefly discussed the proposal. Ms. Jurgensen stated that Garrett Park Elementary School has 80 parking spaces which may be an issue for the 80% voter turnout adding that complaints have been received regarding insufficient parking. Ms. Keeffe stated that residents in Garrett Park all walk to the precinct. Ms. Keeffe made a motion to accept the change of boundary lines and consolidate all of Garrett Park into precinct 04-08 to then vote at Garrett Park Elementary School and for all voters south of Strathmore to vote in precinct 04-04. The motion was seconded by Mrs. Khozeimeh.

Ms. Phillips stated that the boundary change would make the precinct population uneven. She asked if Delegate Carr is the only one who has asked for the change and if the community in the district is in favor of the change. Ms. Phillips stated that she has not received correspondence or emails regarding the proposal and inquired if any other Board members had. She expressed concern as to whether the voters not currently in Garrett Park want to be moved into Garrett Park. Ms. Keeffe noted that Delegate Carr's statement was received today as part of public comments. Mr. Naimon noted that, according to the letter, the community supported the request. Mr. Shalleck, Ms. Keeffe, Mr. Vincent, and Mr. Naimon voted for the motion; Mrs. Khozeimeh abstained, the motion passed.

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Mr. Naimon requested discussion on precinct 07-08 currently at Bethesda Chevy Chase High School as it may be out of precinct. Ms. Keeffe stated that an extensive search was done and discussed during the last election cycle. There was no further discussion.

*** Mr. Zelaya left the room at 3:55 p.m. ***

Alternate Early Voting Sites

Ms. Jurgensen presented alternate Early Voting sites. She proposed the following alternate Early Voting sites to the Board members: Long Branch Community Recreation Center, Bauer Drive Community Recreation Center, and Upper County Community Recreation Center. Ms. Keeffe questioned the use of the Board of Elections location as an additional alternate Early Voting site. Ms. Jurgensen revised the proposed alternate sites to add the Board of Elections location. Mrs. Khozeimeh made a motion to accept staff's revised recommendation and use: Long Branch Community Recreation Center, Bauer Drive Community Recreation Center, Upper County Community Recreation Center, and the Board of Elections. The motion was seconded by Mrs. Keeffe and passed unanimously.

Election Director Status Report (Incorporated as Attachment C)

Personnel

Ms. Jurgensen stated there was nothing new to add other than the introduction of Ms. Mercedes Pinon earlier in the meeting. Ms. Pinon has joined the permanent staff in Voter Registration and is bilingual in Spanish.

Budget (Incorporated as Attachments D)

Ms. Roher provided a spreadsheet detailing FY16 expenditures, through October 31, 2015. The Board briefly discussed the current status of the budget.

Voter Registration

Ms. Jurgensen stated that monthly statistics were posted on the website. She reported that Voter Services has processed all voter applications to date and there have been no functionality issues reported with MDVoters.

Mr. Naimon inquired if the Montgomery County Public School system has reached out to High Schools to participate in the High School Voter Registration Program. Ms. Jurgensen stated that she believes all schools are on board and the program is to commence in December.

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State Board of Elections

Ms. Jurgensen reported that the State Board of Elections, Election System and Software, and SBE and DOIT will meet this week to discuss issues reported by the media.

State Board of Elections staff proposed regulations for the new voting system which were presented at their November 13 meeting. No report has been received from the DOIT.

Attorney Report

Wheaton Volunteer Fire and Rescue

Mr. Karpinski reported that the MOU was submitted and presented to the Board of Wheaton Volunteer Fire and Rescue by their President and is in the process of finalization. Mrs. Khozeimeh inquired about the final cost. Mr. Karpinski stated it would be \$13,000 plus cleaning, which may be broken down at \$200 a day, during Early Voting for the Primary Election, and \$10,000 plus cleaning for the General Election. Ms. Keeffe inquired what the reason was for the change in cost between the Primary and General Elections. Mr. Karpinski stated that, according to Wheaton Volunteer Fire and Rescue, there is an additional cost due to cancellation accommodation costs they incurred for changing a venue date for another client.

Ms. Phillips inquired if the Silver Spring Civic Center parking accommodations have been changed so that voters don't have to pay to park to vote at the Civic Center. Mr. Karpinski stated there has been contact with the private parking facility and no changes have been accepted. Ms. Jurgensen stated that Montgomery County Government has also reached out to the private parking facility.

Mr. Karpinski stated that MOUs will be prepared now that the alternate Early Voting Centers have been approved by the Board members.

Bylaws

Mr. Karpinski reviewed the Bylaw proposal with the Board members. Ms. Phillips made a motion to accept the Bylaw changes proposed at the October Board meeting. The motion was seconded by Ms. Khozeimeh and passed unanimously.

Open Meetings Act

Mr. Naimon asked whose opinion the Open Meetings Compliance Board asked for and why the response from Mr. Karpinski was not on behalf of the Board. Mr. Shalleck responded that the complaint was directed to the majority party of the Board who were accused of violating the Open Meetings Act. Mr. Shalleck stated that neither he, nor any of the Board members accused, contacted Mr. Karpinski regarding a response; instead, Mr. Karpinski responded as the independent lawyer of the Board of Elections who received the complaint. Ms. Keeffe stated that the minority party of the Board also sent a response regarding the accusation of violating the Open Meetings Act. She stated that, in her opinion, Mr. Karpinski responding as an independent lawyer may be inappropriate when he is the Board's attorney. Mr. Karpinski stated that he simply responded to an allegation of a violation of the Board Bylaws as the legal entity of the Board. He added that both responses were received and, ultimately, it is the Compliance Board who will make its determination of the accusations.

Ms. Keeffe made a motion that Board members support the position of the minority Board member response sent to the Open Meetings Commission. The motion was seconded by Mr. Naimon. Mr. Vincent objected to the motion, saying it is out of order. Ms. Keeffe and Mr. Naimon requested a position of the Board members on the submission to the Open Meetings Commission by the minority Board members. Mr. Naimon expressed his concerns regarding the response given by the board attorney, since it is not the opinion of the Board members. Mr. Vincent made a motion to table Ms. Keeffe's motion. The motion was seconded by Mrs. Khozeimeh. Mr. Shalleck, Mrs. Khozeimeh, and Mr. Vincent voted for the motion; Ms. Keeffe and Mr. Naimon voted against the motion. The motion to table passed.

Mr. Naimon made a motion requesting that the Board members endorse the position taken in Mr. Karpinski's response to the Open Meetings Commission. The motion was seconded by Ms. Keeffe. Mr. Naimon defended his motion regarding the importance of the Board members providing their view of the accusation. Mr. Vincent made a motion to table the motion. The motion was seconded by Mrs. Khozeimeh. Mr. Shalleck, Mrs. Khozeimeh, and Mr. Vincent voted for the motion; Ms. Keeffe and Mr. Naimon voted against the motion. The motion to table passed.

Old Business

Ms. Jurgensen reported that additional voting system equipment has been received.

Mock Election

Ms. Jurgensen reported that the mock election tested various elements of the new voting system. A list of issues discovered may be found in Attachment C. She reported that, with the new voting system, the shutdown process should be smoother due to the reduced number of machines that will need to be closed down.

Ms. Jurgensen reported that additional training on the high speed scanner will occur in mid-January.

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City of Rockville Pilot

Ms. Jurgensen reported that the City of Rockville will be meeting with the Board of Elections to further discuss their election after the City Inauguration.

Ms. Keeffe stated that she visited several of the City of Rockville's polling places the Monday night before the election and did not observe any issues. On Election Day, she visited six of the ten sites and, again, did not observe any issues. During her visits, Ms. Keeffe requested that the number of spoiled ballots be provided. Ms. Jurgensen stated that the City of Rockville has not yet provided that information. Ms. Keeffe suggested that more than one election judge be made available at the scanner (casting the ballot) to assist those who may have ballot issues due to over or under votes. Ms. Keeffe observed the closing of the polls and was impressed with how quickly it was accomplished.

Mrs. Khozeimeh also visited polling places and agreed with Ms. Keeffe that two election judges should be available to assist voters with any issues that may arise at the scanner.

Mr. Naimon had the opportunity to visit the City of Rockville's Early Voting and five Election Day sites. Mr. Naimon stated that there is a huge benefit to having two scanners at each polling place for the Montgomery County Elections, and he continues to be an advocate for the request made to the State. Mr. Naimon stated that he is in favor of voters not being able to cast their vote unless all the candidates' names can be seen on the screen. This is in response to a complaint the Rockville Board of Elections received from two candidates whose names appeared on the second page of the voting screen. Mr. Naimon also reported that a voter jammed a voting machine by placing a palm card (rather than a ballot) in the voting machine, but he did not observe many problems. He also reported that the vote count was completed very quickly.

Board Committees

Ms. Keeffe inquired about the status of the Communication and Budget Committees. Mr. Vincent questioned the need for committee meetings since the Board members are heavily active in issues. He expressed his concern with the need for staff to duplicate questions and answers for the same issue. Mrs. Keeffe expressed her belief in the value of the committees.

Other Old Business

Ms. Keeffe inquired when the FY17 budget deadline is. Ms. Roher responded that our deadline was extended to November 20. Mrs. Khozeimeh stated the budget will be discussed further during the Executive Session.

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2016 Election Preparation

New Voting System Update

Ms. Jurgensen reported that Board of Elections' staff has met with various county Departments in preparation of the 2016 election cycle.

Proposed Legislation

Ms. Jurgensen stated that a copy of the proposed emergency Legislation Bills were emailed to the Board members in advance.

Mr. Shalleck inquired if Board members may attend the Public Hearing on November 30 to be held at the Council building. The Board members discussed the Board of Education legislation. Ms. Jurgensen reviewed the following Bills.

- MC 28-16 – Change Board of Education Boundary Lines

Mr. Naimon made a motion that the Board take no position on Bill MC 28-16. The motion was seconded by Mrs. Khozeimeh. Mr. Shalleck, Mrs. Khozeimeh, Ms. Keeffe, and Mr. Naimon voted for the motion; Mr. Vincent abstained. The motion passed.

- MC 02-16 – Special Election to Fill Vacancy for Board of Education

Ms. Keeffe made a motion that the Board take no position on Bill MC 02-16. The motion was seconded by Mr. Vincent and passed unanimously.

- MC 14-16 – Additional Early Voting Center

Mr. Naimon asked about the need to submit and support a local Bill versus a State Bill. He added that supporting a local Bill may not be the best decision to get the Bill passed. Mrs. Rivera-Oven suggested that the Board continue with a local Bill as changing it to a State Bill may prevent it from being passed on a timely basis and it may set a precedent for other counties. The Board members agreed to keep the Bill local. Ms. Keeffe made a motion to support Bill MC 14-16 as written. The motion was seconded by Ms. Phillips and passed unanimously.

- MC 15-16 – Rank Choice Voting

Ms. McLaughlin provided a brief description of the Bill. Ms. Jurgensen stated that, if the Bill passes, it will affect the County Executive and County Council races and the State would need to create a separate ballot for Montgomery County.

Ms. Phillips made a motion that the Board take no position on MC 15-16. The motion was seconded by Mrs. Khozeimeh and passed unanimously.

- MC 26-16 – Appointment of Election Director by Super Majority

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Ms. Keeffe made a motion to support MC 26-16. The motion was seconded by Mr. Naimon. The Board members briefly discussed the bill. Ms. Keeffe and Mr. Naimon voted for the motion. Mr. Shalleck, Mrs. Khozeimeh, and Mr. Vincent voted against the motion. The motion failed.

Mr. Naimon made a motion to endorse MC 26-16 with an amendment to not require a super majority, but to require the majority vote to include at least one vote from each party. The motion was seconded by Ms. Keeffe. Ms. Keeffe and Mr. Naimon voted for the motion; Mr. Shalleck, Mrs. Khozeimeh, and Mr. Vincent voted against the motion. The motion failed.

Mr. Vincent made a motion that the Board take a position to oppose MC 26-16. The motion was seconded by Mrs. Khozeimeh. A roll call vote was requested: Mr. Vincent voted in favor; Mrs. Khozeimeh voted in favor; Mr. Shalleck voted for in favor; Ms. Keeffe voted against; and Mr. Naimon voted against. The motion passed.

Mr. Karpinski stated the he would prepare a letter to be submitted to the Montgomery County Delegation.

Communication

Mr. Vincent and Mrs. Rivera-Oven reviewed the two options for the purchase of advertising as discussed with Ms. Roher. Mr. Vincent stated that it was decided that print is still very important and the decision is to continue to use the *Washington Post*, which provides ads in *El Tiempo Latino* and the *Express Newsletter*, and consider the use of a topper for the *Express Newsletter*. Mrs. Rivera-Oven suggested splitting with Comcast to get an estimate from Telemundo. Ms. Roher stated that she can explore this and noted that it will require making significant cuts from other areas to cover a potentially high cost. Ms. Roher reminded the Board that this communication allocation would be used only for the Primary Election. Ms. Roher stated that there are three phases of the campaign. If *Telemundo* is used, Ms. Roher is requesting direction on where to take additional funds from. At Mrs. Rivera-Oven's suggestion, Ms. Roher contacted Ms. Qi regarding Chinese media and was told the best way to reach the Chinese community would be via newspaper and online. Ms. Roher stated that she has made contact with WTOP and, due to budget constraints, it was suggested that she contact WTOP PSA, which could run the PSAs for free.

Mr. Vincent expressed concern with how Board members are to determine the actual need. He stated that the Board cannot assume that for every household that Spanish is spoken in they require special outreach; however, those who have limited proficiency may. Mrs. Rivera-Oven stated that most Latino homes have multiple generations, with different dynamics and English proficiency, living in the home. She stated that she is in favor of the Board using *Telemundo* as they are a highly rated network; she would be willing to help get a fairly decent deal or some free spots as they have done in the past.

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Mr. Naimon made a motion to support option 2, take all proposed funds from WTOP and WMAL to total \$1,500 and remove \$2,000 from the proposed Comcast funds, and remove Spanish advertising with Comcast. A total of \$3,500 is to be allocated to *Telemundo* for Spanish advertising for education/outreach. Ms. Phillips expressed concern that there will be more funds allocated for Spanish than for the English speaking community. The motion was seconded by Ms. Keeffe and passed unanimously.

Ms. Rivera-Oven requested that zip codes be provided on the Outreach calendar. Ms. Roher agreed to add them to future calendars.

New Business

Discussion of Minutes

Mr. Shalleck asked how much time is spent on preparing minutes. Ms. Merino stated that she typically takes one week to complete minutes for a Board meeting. Ms. Roher stated that it typically takes a total of three to five hours for her to complete editing of the minutes. Ms. Roher responded to a question from Mr. Shalleck stating that the audio is posted on the website within 48 hours of the meeting. Mr. Shalleck inquired what the State requirements are. Ms. Jurgensen responded that the State prepares summary minutes; she added that a copy of Guidelines for Conducting Meetings and Writing Minutes from the State Board of Elections was sent to the Board members (see Attachment F) to establish how the minutes should be prepared. Ms. Roher stated that the Board of Elections provides "expanded summary minutes" and Ms. Jurgensen agreed.

Ms. Keeffe and Mr. Naimon expressed the need for minutes to be written in a way that is transparent so those that are not in attendance may easily read them to get a sense of the meeting. Ms. Keeffe stated that the internal process to review the minutes is too long and she suggested that, after Ms. Merino prepares the minutes, there only be one level of staff review before they are forwarded to the Board members. Mrs. Khozeimeh stated that she has served on the Board for many years (prior to Ms. Keeffe's presidency when the minutes were changed) and there had never been complaints about how the minutes were written. She added that the audio is now available. Mrs. Rivera-Oven and Mr. Naimon stated that the audio is not sufficient as the minutes should reflect the meeting without the need for audio. Mr. Naimon agreed with Mrs. Rivera-Oven that the audio requires a lot of effort to listen through. Mr. Vincent and Ms. Phillips inquired how often the public has listened to the audio. Ms. Roher responded that information was provided in the past and the number of hits was in the single digits at that time.

Mr. Naimon suggested that the Board have the minutes two weekends before the Monday Board meeting. Ms. Roher proposed that edits be provided to Ms. Merino by noon on Friday prior to the Monday Board meeting. Ms. Keeffe and Mr. Naimon agreed. Ms. Roher stated that Ms. Merino tries very hard to provide bipartisan minutes ascertaining the important points. She added that minutes are provided to the Board members in advance to provide them with an opportunity to review and suggest changes or edits. When edits are received the morning of the Board meeting, Ms. Merino has no time to prepare copies for the Board. Ms. Keeffe agreed that a deadline for edits to the minutes be given to the Board members.

Mrs. Khozeimeh made a motion to accept the staff recommendation that the format of the Board meeting minutes be in a summary format similar to the State Board of Elections. The motion was seconded by Mr. Vincent. Ms. Keeffe requested that the motion be postponed for a month to see if the Board can reach a consensus on how the minutes should be written to suit the Board members and staff. Ms. Roher suggested that the minutes be written in a format that includes a slightly expanded version of summary minutes. Ms. Keeffe agreed. Mrs. Khozeimeh agreed to postpone the motion until the January Board meeting.

Approval of the September 21, 2015, Board Meeting Minutes

Mr. Vincent made a motion to accept the minutes as sent to the Board prior to Mr. Naimon's edits (called September 21, 2015 revised 2). The motion was seconded by Ms. Keeffe.

Mr. Naimon made a motion to amend the motion to say that at every point where another minute has gone by on the recording it be inserted in the minutes to make the less detailed minutes easier to find on the audio recording. Mr. Naimon withdrew his motion, as the Board did not support it. Mr. Naimon then moved to amend the motion to say that a time stamp be placed at the beginning and end of each discussion. The Board did not support his motion. Mr. Naimon amended his motion so that the time stamp appears at the beginning of each discussion (as suggested by Ms. Keeffe). The motion was seconded by Ms. Keeffe. Mr. Vincent did not agree with the motion as the September 21 minutes have already been drafted. Ms. Keeffe withdrew her second as she was unaware that Mr. Naimon's motion applied to the September 21 Board meeting minutes. The motion failed for lack of a second.

The Board members voted on Mr. Vincent's original motion, to accept the September 12, 2015, revised 2, minutes as presented (prior to Mr. Naimon's edits). Mr. Shalleck, Mrs. Khozeimeh, Ms. Keefe, and Mr. Vincent voted for the motion; Mr. Naimon voted against the motion. The motion passed.

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Approval of the October 14, 2015, Board Meeting Minutes

Mr. Vincent requested a correction to a misspelled name on page 3. Mrs. Khozeimeh made a motion to accept the minutes as amended. The motion was seconded by Mr. Vincent. Mr. Naimon made a motion to amend the motion to include edits he submitted this afternoon. The Board members stated that his suggested edits have not been presented for review. The motion was seconded by Mrs. Rivera-Oven who questioned what the harm would be to hold over the minutes so that they may be reviewed and approved in the January Board Meeting. Mr. Vincent stated that the detail of the October 14 minutes is sufficient and they are written in a manner that the Board should accept. Ms. Jurgensen recommended that the Board members hold over the October 19 minutes, but would prefer a decision on the October 14 minutes today. The Board voted on Mr. Naimon's amendment; Ms. Keeffe and Mr. Naimon voted for the motion; Mr. Shalleck, Mrs. Khozeimeh, and Mr. Vincent voted against the motion. The motion failed. Mr. Naimon made a motion to hold over the October 14 minutes until the January Board meeting. The motion was seconded by Ms. Keeffe. The Board voted on the motion; Ms. Keeffe and Mr. Naimon voted for the amendment; Mr. Shalleck, Mrs. Khozeimeh, and Mr. Vincent voted against the motion. The motion failed. The Board voted on Mrs. Khozeimeh's original motion to accept the October 14 Board meeting minutes as amended by Mr. Vincent. The Board voted on the motion; Mr. Shalleck, Mrs. Khozeimeh, and Mr. Vincent voted for the motion; Ms. Keeffe and Mr. Naimon voted against the motion. The motion passed.

Approval of the October 19, 2015, Board Meeting Minutes

The Board agreed to layover the October 19, Board meeting minutes until the next Board meeting.

Sample Ballot

Ms. McLaughlin provided a preliminary mockup of the voter guide and sample ballot for the 2016 Presidential Primary Election. The Board agreed to have the Early Voting ballot as well as the Optical scan ballot shown in the sample ballot. Ms. McLaughlin will move forward in preparation of the sample ballot layout. Further comments and edits will be received by the Board members throughout the process.

*** Mrs. Rivera-Oven left the meeting at 6:42 p.m. ***

Other New Business

No New Business was discussed.

APPROVED

Future Meetings

Ms. Jurgensen recommended that there be no December Board meeting and that the January Board meeting be moved to January 11. The Board members discussed future meetings.

- A. January 11, 2016
- D. February 22, 2016
- E. March 21, 2016 - Swear In as Board of Canvassers 2:00 p.m.
- F. March 30, 2016 - Early Voting and Supply Bag Verification 5:30 p.m.
- G. April 1, 2016 - Public Test 10:00 a.m.
- H. April 14, 2016 - Early Voting Begins 9:00 a.m. - 11:00 a.m.
- I. April 15, 2016 - Early Voting Equipment Verification 4:30 p.m.
- J. April 18, 2016 - Board Meeting
- K. April 21, 2016 - Close of Early Voting 7:00 p.m.
- L. April 25, 2016 - Monday Night Visit 6:00 p.m.
- M. April 26, 2016 - Presidential Primary Election 6:00 a.m. - 8:00 p.m. and Board Meeting 11:00 a.m.
- N. April 28, 2016 - Absentee Ballot Canvass I 10:00 a.m. - 8:00 p.m.
- O. April 29, 2016 - Absentee Ballot Canvass I cont. 9:00 a.m. - 7:00 p.m.
- P. April 30, 2016 - Absentee Ballot Canvass I cont. 9:00 a.m. - 7:00 p.m.
- Q. May 4, 2016 - Provisional Canvass 10:00 a.m. - 8:00 p.m.
- R. May 5, 2016 - Provisional Canvass cont. 9:00 a.m. - 7:00 p.m.
- S. May 6, 2016 - Absentee Ballot Canvass II and Provisional 10:00 a.m. - 8:00 p.m.
- T. May 7, 2016 - Absentee Ballot Canvass II cont. 9:00 a.m. - 7:00 p.m. (Tentative)
- U. May 16, 2016 - Board Meeting
- V. June 20, 2016 - Board Meeting
- W. July 18, 2016 - Board Meeting
- V. August 15, 2016 - Board Meeting (Tentative)
- W. September 19, 2016 - Board Meeting
- X. October 14, 2016 - Public Testing
- Y. October 17, 2016 - Board Meeting and Sworn In
- Z. October 27, 2016 - Early Voting Begins 9:00 a.m. - 11:00 a.m.
- AA. October 28, 2016 - Election Day Equipment Verification
- BB. November 3, 2016 - Close of Early Voting 8:00 p.m.
- CC. November 7, 2016 - Monday Night Visit 6:00 p.m.
- DD. November 8, 2016 - Presidential General Election 6:00 a.m. - 8:00 p.m. and Board Meeting 11:00 a.m.
- EE. November 10, 2016 - Absentee Ballot Canvass I 10:00 a.m. - 8:00 p.m.
- FF. November 11, 2016 - Absentee Ballot Canvass I cont. 9:00 a.m. - 7:00 p.m. HOLIDAY
- GG. November 12, 2016 - Absentee Canvass I cont. 10:00 a.m. - 8:00 p.m.

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- HH. November 13, 2016 - Absentee Canvass I cont. 10:00 a.m. - 7:00 p.m. (Tentative)
- II. November 16, 2016 - Provisional Ballot Canvass 10:00 a.m. - 8:00 p.m.
- JJ. November 17, 2016 - Provisional Ballot Canvass cont. 9:00 a.m. - 7:00 p.m.
- KK. November 18, 2016 - Provisional and Absentee Ballot Canvass II 10:00 a.m. - 8:00 p.m.
- LL. November 19, 2016 - Absentee Ballot Canvass II cont. 9:00 a.m. - 8:00 p.m.
- MM. November 22, 2016 - Certification of Election
- NN. November 21, 2016 - Board Meeting
- OO. December 19, 2016 - Board Meeting (Tentative)

Ms. Khozeimeh made a motion to close the Board meeting and open in Executive Session. The motion was seconded by Mr. Vincent and passed unanimously.

***Ms. Ross, Mrs. Rzeszut, and Mr. Subin left the room ***

Report on Executive Session

The Montgomery County Board of Elections convened in Executive Session at 7:06 p.m., pursuant to State Government Article 10-508(a)(13) to discuss the FY17 Operating Budget.

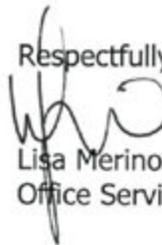
The Montgomery County Board of Elections met in closed session on this date. The following members of the Board and staff were in attendance: Mr. Shalleck, Mrs. Khozeimeh, Ms. Keeffe, Mr. Vincent, Mr. Naimon, and Ms. Phillips, Ms. Jurgensen, Ms. McLaughlin, Ms. Roher, Ms. Merino, and Board Attorney Mr. Karpinski.

The Board discussed the FY17 Operating Budget.

Adjournment

With no further business to discuss, Mrs. Khozeimeh moved to adjourn the Executive Session and the Board meeting. The motion was seconded by Mr. Vincent and passed unanimously. The meeting adjourned at 7:29 p.m.

Respectfully Submitted,



Lisa Merino
Office Services Coordinator

APPROVED BY THE BOARD:



Jim Shalleck
President

November 9, 2015

Randolph Civic Association
PO Box 2202
North Bethesda, MD 20852

Montgomery County Board of Elections
Attn: Marjorie Roher
PO Box 4333
Rockville MD 20849-4333

Montgomery County Board of Elections:

Please accept my comments regarding a proposal to consolidate the polling location for election districts 4-15 and 4-26 to the Rocking Horse Center on Macon Road. My name is Brian Hooker and I am the President of the Randolph Civic Association (RCA). The RCA represents approximately 1,300 homes in the neighborhoods of Randolph Hills, Randolph Farms, Franklin Park, and Montrose Park, in other words almost the entirety of the two aforementioned election districts with the exception of residences along Parklawn Drive.

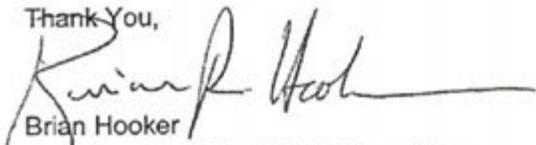
On October 1, 2015, Delegate Al Carr was a guest speaker at regular meeting of the RCA. During that meeting neighbors discussed the possibility of reuniting our election district after the split that occurred following the 2010 census and made effective for elections in 2012. I recall that in 2012 many residents in our neighborhood were shocked that their polling location was changed and that half the neighborhood would no longer be voting at the same location. However, by the time we received the polling center notifications in the mail there did not appear to be any action that we could take to reverse the change. Thus Delegate Carr's news that it could be possible to once again vote together as a community was well received by everyone in attendance at our October meeting.

During the October meeting residents, including those who are poll workers, and our former State Senator, Frank Shore, voiced their disappointment with the re-districting and polling center change. Residents felt they were missing interactions with neighbors in what was once a community-wide event. As a resident of Macon Road, just feet from the Rocking Horse Center, I remain baffled that I am required to vote at the Veirs Mill Activity Building, while my friends and neighbors on the other side of Randolph Road continue to vote at the Rocking Horse Center.

We would like to request that the Board of Elections consolidate the polling location for election districts 4-15 and 4-26 to the Rocking Horse Center on Macon Road. It is clear that our residents value participating in civic life as a community. This community and civic life was

diminished by the splitting of the community into separate polling locations and bringing us back under one roof on election day will begin to mend that error.

Thank You,



Brian Hooker
President, Randolph Civic Association



**Testimony to the Montgomery County Board of Elections
by Barbara Sanders, Liaison,
League of Women Voters of Montgomery County
November 16, 2015**

Thank you for the opportunity to speak to you today on several topics. First, **the League of Women Voters supports MC 14-16 - An Act Concerning Montgomery County Early Voting Centers**, increasing the number of County early voting centers to ten, consistent with the position taken by the County Board of Elections, the County Executive and the County Council. An expansion in the number of centers is also consistent with the League's position to assure maximum access to facilitate voting by the largest number of voters.

In addition, we encourage the County Board of Elections and the delegation to consider supporting an amendment that could improve the voting experience for all Maryland voters. We suggest that the increase to ten centers be framed in a manner consistent with the existing clauses in section 1(b) of election law 10-301.1, **for any county with more than 600,000 registered voters** -- instead of as a provision solely applicable for Montgomery County.

Our suggested new text that is **bolded** and underlined below:

(5) A county with more than 450,000 **but fewer than 600,000** registered voters shall have eight early voting centers.

(6) **A county with more than 600,000 registered voters shall have ten early voting centers.**

(7) In addition to the early voting centers required in this subsection, each county may establish one additional early voting center ...

The League of Women Voters suggests this change at 600,000 as the next logical step for expansion. At the October meeting approving Montgomery's submissions, the State Board of Elections commented that it would support an expansion in the number of early voting centers only if it applied to all counties. From our League experience, the General Assembly is more receptive to provisions that apply to the state as a whole rather than to an individual jurisdiction. Lastly, all counties reaching this level of registered voters in the future would also be afforded the opportunity to have the ten centers, as well as the one additional one already permitted in existing section 1 (b)(6), for a total of eleven.

Secondly, we also suggest that the Montgomery Board of Elections and the legislative delegation consider proposing an **addition to the COMAR** section that specifies the

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Tel.: 301-984-9585 * Fax: 301-984-9586 * Email: lwvmc@erols.com * Web: lwvmocomd.org

95 Years of Making Democracy Work



THE LEAGUE OF WOMEN VOTERS
of Montgomery County, MD, Inc.

percentage of registered voters required within the combined geographical boundaries of the proposed centers:

Except in emergency situations, any changes to early voting center locations need to match or increase the highest percentage of registered voters within the geographic designation previously covered by the centers in the jurisdiction.

Once again, this change would apply to all counties, regardless of the number of early voting centers and would advance the goal of both the early voting center legislation and the League to increase availability to voting.

Third, regarding the discussion of **Board minutes** on the agenda, the League appreciates all attendees receive copies of most of the materials handed out or shown at the meeting since it is often impossible to follow the Board's conversation without having these papers in hand. I would **strongly suggest the inclusion of not only the agenda, but also the director's report and other meeting reports, presentations, etc.**, be available prior to or immediately after the meeting on the website. This transparency goes a long way to making the work of the Board of Elections better understood.

I also hope any changes to the minutes style would continue to give the substance of the discussion (questions raised, opposing viewpoints, etc.). For the County and State Board of Elections meetings I have attended over the last decade, I often have found it useful to refer to both my personal notes and the minutes and distributed reports, to clarify issues that are raised several months after. Culling through a large number of meeting recordings would be much less practical.

Thank you for this opportunity and your consideration of the League's views. I would be happy to respond to any questions you may have.

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95 Years of Making Democracy Work

**November 2015
Montgomery County Board of Elections
Election Director's Report**

There will be a need for an Executive Session to address the upcoming fiscal year budget.

Public Notice

Public notice of the Board Meeting with the agenda was posted on the lobby door of the Office of the Montgomery County Board of Elections and on the County Board of Elections website.

Public Comments

Staff has been contacted by three individuals who wish to address the Board members on November 16, 2015.

Status Reports

Personnel

The County has filled the position of Office Service Coordinator for the Board of Elections. Mercedes comes to the Board with a background in the Courts and Public Safety. She is bi-lingual in English and Spanish and assigned to Voter Services.

Budget

The budget spreadsheet was included in the advance packet. Margie Roher will be available to answer questions.

Voter Registration

The monthly statistics were posted on the website at the beginning of the month.

Voter Services has conducted training for voter registrars for two organizations after hours and other groups attending training prior to 6:00 p.m. Voter services processed all voter applications to date and there has been zero functionality issues reported with MD Voters. Monthly Audits were completed timely and submitted to State Board for review.

State Board of Elections

The State Board of Elections staff reported proposed new regulations for the new voting system to be presented at the November 13, 2015 meeting. The balance of SBE reports are related to new voting system.

Ms. Lamone spoke with Montgomery County staff prior to the State Board meeting regarding the Rockville pilot election and use of the voting equipment.

Board Attorney Report

Kevin Karpinski

Old Business

The Board of Elections received additional deliveries of the black carts. The shipment of the voting booths and blue bins is slated for late December.

Mock Election

The mock election tested the process elements of the new voting system. The staff utilized the instructions from the technical notebook guidelines for the preparations of the software, transfer of data from the State Board staff to upload and download the election/tabulations and all voting related equipment. This test incorporated the State Board staff ballot design, the Election Requirements for the database creation at the local board level, the technical staff efforts to prepare voting equipment for early voting and Election Day and required logic and accuracy testing. Finally the testing included voter interface with the voting equipment with greater than 10 ballots.

Issues description

- a) Logic and accuracy testing for Early Voting is exceptionally long.
- b) Technical guide document needs proofing, more instructions and concise instructions.
- c) Election results report slowly to State Board of Elections.
- d) Election results reports need visual improvement.

- e) Uploading of ballot images from memory stick needs improved visual cues.
- f) 100% verification of election results take too long and time needs to be extended.
- g) Need troubleshooting guide for Express Vote and DS 200 for Local Board of Election Technical/Roamers
- h) Ballots not cleanly dropping flat into the blue bin creating the increased probability of Election Judges touching ballots to unfold or straighten out ballots within the bin.
- i) Increased training on ES&S 850.
- j) Express Vote "More" button – major discussion point for staff.
- k) Scored ballot, tear off from stub creates scanner issues.
- l) Blue Bins need two persons to lift, always.

Overall, the set up for Election Judges should be smoother because of reduced number of equipment necessary for Election Day. The security tags on the DS 200 and ballot box will be complicated for some Election Judges. The shutdown process is simplified if the Election Judges manage the paper ballot accounting correctly.

City of Rockville Pilot

Overall the election went well. The City of Rockville Board of Elections managed the implementation very well. The staff faced challenges throughout the process with rewriting processes to adapt to the new equipment. While the State Board offered some guidance, the City staff and our staff reached out to other local election offices or State Election offices for their experience and documents to create a training guide. The City and our staff will be having a meeting to talk through our overall lessons learned after the City Inauguration activities.

Issues Identified:

1. Re-issue of the ballot on the poll book creates lines, need a different method to help voters when ballot is not accepted by the scanner.
2. Delivery of the voting booths to the polling places will require the State Vendor to provide some type of container to place 10 to 15 voting booths with black cart.
3. Voting Booths need WD 40 to improve set up.
4. Upload of results at local level was quick so turn-around time for election results should improve.
5. Need to improve batch management with 850 high speed scanner.

2016 Election Preparations

Early Voting Memorandum of Understanding

1. Wheaton Rescue Ballroom – in process
2. Montgomery County – meeting held with County agencies to review requirements.
3. City of Gaithersburg – in process

Meeting related to Election Preparation

Department of General Services

1. Meeting held to discuss the pick-up of ballots using county vehicles.
2. Meeting follow up to be held to discuss printing requirements.
3. Meeting held to discuss signage for Early Voting Centers (banners, flags, signs).
4. Meeting then shelving installed by vendor.
5. Water issues addressed by landlord.

Department of Information Technology

1. Meeting was held with State Board of Elections, Election Systems & Software, and Montgomery County Technology Services (DTS) regarding specifications for regional reporting. The DTS county staff will report back to all regarding secure communication locations by November 24 2015.

Polling Places

Sent in advance packet by Chris Rzeszut.

Legislation

E-mailed to Board members.

Communications Package

Margie Roher will present.

New Business

Sample Ballot – Alysoun McLaughlin will present.

2016 Future Calendar

Sent in advance packet – Please bring your calendar to discuss the upcoming year and time commitment.

FY16 OPERATING BUDGET SPREADSHEET
Through October 31, 2015 (As of November 5, 2015)

LINE ITEM	FY16 APPROVED	FY16 YEAR TO DATE*
PERSONNEL COSTS	3,931,901	898,470
5A001 - Salaries & Wages	3,233,166	708,547
50010 - Full Time Salaries	2,126,098	579,485
50012/50020 - Part Time Salaries/Seasonal Temps	656,424	112,877
60168 - Temporary Office Clerical (moved from OP for clarity)	201,329	1,403
SUBTOTAL FOR TEMPORARY PERSONNEL	857,753	114,280
50324 - Overtime (includes emergency, multi-lingual & holiday)	249,315	14,782
5A002 - FICA	218,646	51,576
5A003 - Group Insurance	305,315	85,620
5A004 - Group Retirement	174,774	52,728
OPERATING EXPENSES	3,609,635	1,087,753
6A001 - Services and Contracts	1,688,863	603,665
60060 - Legal/Attorney Services	75,000	15,754
60066 - SBE Program Management	613,682	300,223
60304 - Maintenance - Electrical	0	0
60314 - Maint - Computer Systems	25,000	0
60326 - Repair/Maint Agmts - Office Equip	11,000	3,427
60412 - Moving Services	27,857	2,857
60414 - Building Construction	277,060	281,242
60530 - Other Professional Services - EJ Stipend	624,764	0
60532 - Other Non-Professional Services (includes EJ mod.)	34,500	162
6A002 - Maintenance	188,765	38,765
61010 - Computer Equip Repairs/Maint (EPB)	188,765	38,765
6A003 - Rentals/Leases	842,337	311,157
61902 - Furniture Rentals (Polling Place)	7,000	320
61924 - Other Equipment Rentals (MDVoters)	717,448	217,448
61926 - Bldg or Space Rental/Leases (Pol. Place)	24,500	0
61932 - Other Rentals/Leases (Voting System)	93,389	93,389
6A004 - Office Supplies & Equipment (<\$5,000)	125,004	10,586
62010 - General Office Supplies+	70,000	6,778
62016 - Computer Supplies	5,000	0
62018 - Computer Equip (<\$5,000)	28,000	681
62022 - Paper and Supplies for Copiers	0	500
62028 - Other Supplies & Equipment	22,004	2,627
6A011 - Books, Videos, and Subscriptions	3,500	3,505
62700 - Books/Reference Materials	2,500	1,808
62712 - Other Books, Videos, and Subscriptions	1,000	1,697
6A012 - Other Supplies/Materials/Equipment	107,726	30,058
62826 - Keys and Locks	0	0
62946 - Charges from SBE	107,726	30,058
6A013 - Printing/Central Duplicating Services	169,336	20,511
63016 - Imaging	35,380	4,045
63020 - Office Mach. Cop. Leasing	11,760	5,817
63022 - Other Central Dup Svc - Printing (all printing costs)	122,196	10,648
Mandated Legal Requirements		
Charges from SBE		
Election Specific Costs		
Personnel Charges		
Temporary Personnel Charges		
Overtime Costs		
Benefits		

FY16 OPERATING BUDGET SPREADSHEET
Through October 31, 2015 (As of November 5, 2015)

LINE ITEM	FY16 APPROVED	FY16 YEAR TO DATE*
6A014 - Outside Printing	100,550	0
63100 - Outside Printing/Copying	550	0
63104 - Sample Ballot Printing	100,000	0
6A015 - Mail	138,361	8,871
63200 - Central Dup - Postage - Bulk (services, NO postage)	36,530	4,487
63202 - Central Dup - Postage - Individual (PO Box rental)	21,081	1,658
63206 - Inter-Office Mail/Pony Charge	750	2,501
63208 - Other - Mail (Sample Ballot Postage)	80,000	225
6A016 - Outside Postage and Mail	38,000	16,584
63300 - Outside Mail Services (VNCs and all other postage)	37,500	16,530
63304 - Other Outside Mail Services	500	54
6A017 - Motor Pool	10,832	1,237
63500 - Assigned Motor Pool Vehicles	8,832	1,181
63504 - Daily Rental Motor Pool	2,000	0
63508 - MP EZPASS Charges		56
6A018 - Communications Services	123,549	34,296
63600 - Local Telephone Service Charges	50,000	0
63604 - Cellular Phone Line Charges	2,800	0
63618 - Blackberry Charges (smart phones)	9,000	2,197
63624 - Communication Circuits	36,279	22,867
63626 - Communication Modems (SBE)	4,870	233
63634 - Other Communication Services (PP Phone Lines)	20,600	9,000
6A020 - Charges from Others	11,148	0
63810 - Charges for Facility Maintenance	11,148	0
6A021 - Travel	23,996	7,757
64010 - Metropolitan Area Travel	17,996	5,588
64012 - Non-Metropolitan Area Travel	6,000	2,169
6A022 - Education, Tuition, and Training	10,125	19
64100 - Local Conference Related	2,000	0
64120 - Other Education, Tuition, & Training	8,125	19
6A023 - Dues/Memberships	2,000	195
64200 - Professional Memberships (Individual)	2,000	195
6A024 - Advertising	20,036	0
64300 - Advertising - Jobs	0	0
64304 - Advertising - Marketing/Sales	20,036	0
6A099 - Miscellaneous Operating Expenses	5,507	547
69999 - Other Misc Operating Expenses	5,507	547
DEPARTMENTAL TOTAL	7,541,537	1,986,223
* Included prior year encumbrances		
+ Includes office supplies, polling place supplies, and office furniture		
Mandated Legal Requirements		
Charges from SBE		
Election Specific Costs		
Personnel Charges		
Temporary Personnel Charges		
Overtime Costs		
Benefits		