BOARD OF ELECTIONS

For Montgomery County, Maryland

MEDIA GUIDE

2020 Presidential Election

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MONTGOMERY COUNTY BOARD OF ELECTIONS

VISION

On behalf of the voters of Montgomery County, Maryland, we proudly conduct elections with accuracy, integrity, and dignity.

MISSION

Our mission is to:

- Provide the opportunity and the means for participation in the election process
- Be effective, efficient, and responsive to customer needs through continuous improvement
- Achieve open communication through teamwork and a spirit of goodwill
- Support educational and training opportunities to produce quality work
- Ensure legal requirements are met and applied consistently; and
- Work tighter to pursue and achieve excellence

VALUES

We demonstrate and support the following values:

- Integrity
- Responsibility
- Accuracy
- Respect for All
- Ethical Conduct
- Commitment to Customer Service
- Efficiency



PRIMARY ELECTION: VOTING OPTIONS

- Vote by Mail: Request must be received (not just mailed) by Tuesday, May 26, 2020, if you want to receive your ballot by mail or fax Friday, May 29, 2020, if you want to download your ballot from the State's website.
- Early Voting: May 21 through May 28 (10AM-8PM)
- Election Day: Tuesday, June 2 (7PM-8PM)

GENERAL ELECTION:

- Vote by Mail: request must be received (not just mailed) by Tuesday, October 27, 2020, if you want to receive your ballot by mail or fax Friday, October 30, 2020, if you want to download your ballot from the State's website.
- Early Voting: October 22 through October 29 (8AM-8PM)
- Election Day: November 3 (7AM-8PM)

OFFICES ON THE BALLOT *

FEDERAL OFFICES	STATE OFFICES
President of the United States	Judges of the Circuit Court
Vice President	Judges of the Court of Special Appeals**
United States Senate	Judges of the Court of Appeals**
United States House of Representatives	
COUNTY OFFICES	PARTY OFFICES-PRIMARY ONLY
Board of Education	Delegate-Democratic National Convention
	Delegate-Republican National Convention
	Alternate Delegate-Democratic National Convention
	Alternate Delegate- Republican National Convention

*Nominations for the General Election by Political Party **For retention in office – only on General Election ballot



Section 203, 1975 Voter Rights Act

In 1992 federal legislation (Public Law 102-344) passed extending the minority language provisions of the Voting Rights Act of 1965. Any county with more than 10,000 residents or 5% of the total voting age citizens whose native language is not English and who indicated on their U.S. census form a lack of proficiency in English is required to provide election materials in the identified languages. In Montgomery County these language requirements extend to Spanish.

Our department's website has been expanded to include information on voting and voter services for persons requiring assistance in Spanish (the language mandated for translation in compliance with the U.S. Voting Rights Act).

What information must be provided in the minority language?

All information that is provided in English also must be provided in the minority language as well. This covers not only the ballot, but all election information - voter registration, candidate qualifying, polling place notices, sample ballots, instructional forms, voter information pamphlets, and absentee and regular ballots - from details about voter registration through the actual casting of the ballot. Written materials must be translated, and assistance also must be provided orally. Bilingual poll workers are essential on election day and during early voting.

SECURITY, ACCURACY, AND RELIABILITY OF MONTGOMERY COUNTY'S VOTING SYSTEM INTRODUCTION

Montgomery County implemented a new, paper based, digital image scan voting system in 2016. ES & S' voting system is used throughout the State of Maryland. This document is provided for Montgomery County voters who have concerns regarding electronic voting systems and who want to know whether their paper ballot cast on an electronic voting device is safe and secure. The information provided in this document can provide confidence to Montgomery County voters that their vote will be accurately counted and reported by our voting system.

While no voting system is perfect, studies show that paper-based tabulation of votes offer the most accurate and secure method of voting available:

Votes are redundantly stored in multiple physical memory locations to preserve election results in the event of equipment failure.

It is also important to remember that voting equipment is only one component of an overall election system that includes citizen involvement, transparency, external security measures,

management policies and procedures, and professional election officials. All these people, procedures, and technologies work together to ensure reliable and trustworthy election results.

WHY WE REPLACED OUR ELECTION DAY VOTING SYSTEM

The Maryland Legislature, in response to concern from the voting public, passed legislation in 2010 to utilize a paper based, optical scan, voting system to provide a paper copy of each vote cast. Funding was provided in 2015 and the new system was implemented state-wide for the Presidential Primary Election in 2016.

DESIGN OF THE ES&S DIGITAL IMAGE SCAN VOTING SYSTEM EQUIPMENT SAFEGUARDS AGAINST UNAUTHORIZED ACCESS

The digital scan voting system includes both physical and electronic intrusion detection controls, such as numbered seals (commonly used in elections), and time-stamped transaction logs that record every system action related to the voting process. Data cannot be inserted or altered by unauthorized personnel because the database structure is proprietary and is protected by encrypted passwords determined by the State Board of Elections' Administrator.

CLEAR AUDIT TRAIL

Each component of the digital scan voting system creates an audit record every time it is accessed, or information is changed. All audit records can be extracted and printed in hard copy. All audit reports, audit trail documents, databases, and election reports can be archived in hard copy and/or saved electronically to CD-ROM to preserve information as required by the Election Code. Ballot images are captured of each vote cast.

VOTING SYSTEMS CERTIFICATION & INDEPENDENT TESTING FEDERAL CERTIFICATION TESTING

Voting system certification standards employed in Maryland are among the most stringent in the nation. The voting system certified for use in Maryland must comply with the Federal Voting System Standards promulgated by the Federal Election Commission. An Independent Testing Authority (ITA) selected and approved by the National Association of State Election Directors (NASED) rigorously tests each voting system's hardware, firmware, and software for compliance with the Federal Voting System Standards. Voting systems certified by the ITA are issued a NASED Qualified Identification number to show that they meet or exceed the Federal Voting System Standards.

STATE CERTIFICATION TESTING

In addition, Maryland election law requires the Election Administrator to certify the state voting system. The Election Administrator's testing involves a team of six examiners. The Election Administrator appoints four examiners, one of whom must be a full-time employee of the Maryland State Board of Elections. The Attorney General appoints two examiners, one of whom must be a full-time employee of the Office of the Attorney General. Two of the Election

Administrator's appointees must have demonstrated ability and experience in mechanics or electronics appropriate to the system or equipment to be examined, and two of the Election Administrator's appointees must have demonstrated knowledge of and experience in election law and procedure. Before the Maryland examination of a voting system, the system must be tested by a Nationally Recognized Test Laboratory (NRTL) and shall meet or exceed the minimum requirements set forth in the Performance and Test Standards for Punch Card, Mark Sense, and Direct Recording Electronic Voting Systems, or in any successor voluntary standard document developed and promulgated by the Federal Election Commission.

Voting systems vendors must submit each hardware, firmware, and/or software update to the ITA and the Election Administrator for testing in order to maintain their voting system's certification.

VOTING SYSTEM TRANSPARENCY – TESTING, TESTING, TESTING LOGIC AND ACCURACY TESTING

The accuracy of digital scan voting devices is tested by "Logic and Accuracy" testing before and after each election as required by the Election Code to make certain that the voting system is working properly. Votes from a hand-marked paper ballot are entered into the electronic voting devices. Printed totals from the electronic system are then compared to the hand-counted results. Additional functional tests are performed manually on each voting device.

In addition, the digital scan voting system prints a "zero report" when the machines are opened and powered-up at the polling place to document that there are no prior votes stored within the system.

OTHER SECURITY MEASURES AND PROCEDURES SECURITY AT THE COUNTY ELECTIONS OFFICE

An upgrade of physical security features was conducted within the Board of Elections including video surveillance of all areas of the office where voting equipment is to be stored and rooms where ballot origination computers and election tabulation computers are located. Access into certain secure areas (where ballot origination and tabulation computers are kept) is limited to key Election staff members.

SECURITY AT THE POLLING PLACE

Voting devices are delivered to the polling places several days before Election Day. They are kept in a secure location at each polling place until Election Day. Each voting unit is stored inside a locked, secure case and sealed with a numbered seal to prevent unauthorized access. The presiding election judge is required to verify that the correct seals are intact on the voting devices and to certify this information on a chain-of-custody log before the equipment may be opened and used in the election.

OTHER MANAGEMENT AND OPERATIONAL PROCEDURES

Internal management and operational procedures are crucial to the success and reliability of any voting system, including our previous voting systems. The following procedures will be carried forward or instituted:

 \cdot An audit of each precinct's electronic tally of the number of votes cast is conducted against the number of signatures in the precinct's poll book roster.

 \cdot Polling place officials are required to certify in writing that the proper locks and seals were found to be intact on the voting equipment before the polls open.

 \cdot Polling place officials are required to print and keep a "zero tape" from the voting system before the polls open to ensure that no votes have been pre-loaded into the system.

 \cdot A physical inventory of all voting devices is conducted before and after each election to ensure custody of all voting devices is maintained.

 \cdot All election judges, early voting workers, county Election staff, and central counting workers undergo extensive training in both voting equipment operation and election law/procedure.

 \cdot Bi-partisan staffing is encouraged and employed to the extent possible at Election Day polling places and the central counting station.

SUMMARY REMARKS

Montgomery County's voting equipment is only one component of an overall election system that includes citizen involvement, transparency, external security measures, management policies and procedures, and professional election officials. All these people, procedures, and technologies work together to ensure reliable and trustworthy election results.

The Montgomery County Board of Elections is keenly aware that it has front-line responsibility for the integrity of the voting process. We have a commitment to each Montgomery County voter, taxpayer, candidate, elected official, and citizen that each vote is correctly tabulated and reported.

PROVISIONAL VOTING IN THE STATE OF MARYLAND

The Provisional Ballot is a safeguard to ensure that no individual who asserts that he or she is registered and eligible to vote is prevented from casting a ballot on Election Day. The Provisional Ballot is only counted after the local Board of Elections has reviewed the Provisional Ballot Application and decided that the individual is registered and eligible to vote. The Provisional Ballot is not an alternative to the electronic voting equipment. The voter must be eligible to receive a Provisional Ballot. A Provisional Ballot cast by a voter who is ineligible to vote provisionally will be rejected.

1. Who Votes a Provisional Ballot? A person who believes he/she is registered to vote in the State of Maryland and is eligible to vote.

2. Which Provisional Ballots will be counted? The Board of Canvassers confirms the person is a registered voter in the State of Maryland, is eligible to vote, and was

a. not listed on the Precinct Register, or

b. listed on the Precinct Register but indicated a change of address, or

c. listed on the Precinct Register but claims to have a different party affiliation (Primary Election only), or

d. listed in the Precinct Register as an Absentee Voter (ABS) or Early Voter (EV), or

e. listed in the Precinct Register as an Identification Required Voter (ID) and unable to provide valid or current identification to qualify for a regular electronic ballot, or

f. applicant will not turn eighteen by the General Election, or

g. challenged on their right to vote.

Unofficial Provisional Ballot Statistics in Montgomery County

2016 PROVISIONAL TURNOUT	2018 PROVISIONAL TURNOUT
Primary Election 5,013 (2%)	Primary Election 2,679 (1.71%)
General Election 11,280 (2.34%)	General Election 9,446 (2.30%)



ELECTION	DEM Regs	DEM Turnout	REP Regs	REP Turnout	OTHER Regs	OTHER Turnout	TOTAL Regs	TOTAL Voted
2018 GENERAL - PRES.	380,483	134,122	113,221	17,223	150,184	6,033	643,888	157,378
% of Registration	59.1%	35.3%	17.5%	15.2%	23.3%	4.01%		24.4%
2018 PRIMARY - PRES.	390,400	267,029	112,995	68,435	152,020	77,107	655,415	412,571
% of Registration	59.5%	68.4%	17.2%	60.6%	23.1%	50.7%		62.9%
2016 GENERAL - PRES.	384,194	298,042	121,644	88,778	150,836	96,609	656,674	483,429
% of Registration	58.50%	77.60%	18.50%	73.00%	23.00%	64.00%		73.60%
2016 PRIMARY - PRES.	369,351	186,643	121,649	51,259	150,294	11,787	641,294	249,689
% of Registration	57.60%	50.50%	19.00%	42.10%	23.40%	7.80%		38.90%
2014 GENERAL - GUB.	357,137	161,972	121,520	59,421	156,006	46,063	634,663	267,456
% of Registration	56.30%	45.40%	19.10%	48.90%	24.60%	29.50%		42.10%
2014 PRIMARY - GUB.	354,078	91,046	121,851	15,932	154,326	4,253	630,255	111,231
% of Registration	56.20%	25.70%	19.30%	13.10%	24.50%	2.80%		17.60%
2012 GENERAL - PRES.	345,449	269,643	125,185	94,399	145,382	96,843	616,016	460,885
% of Registration	56.10%	78.10%	20.30%	75.40%	23.60%	66.60%		74.80%

2012 PRIMARY - PRES.	326,929	59,495	122,181	29,424	132,730	3,071	581,840	91,990
% of Registration	56.20%	18.20%	21.00%	24.10%	22.80%	2.30%		15.80%
2010 GENERAL - GUB.	324,195	179,914	123,253	67,895	125,983	46,795	573,431	294,604
% of Registration	56.50%	55.50%	21.50%	55.10%	22.00%	37.10%		51.40%
2010 PRIMARY - GUB.	321,759	83,827	122,513	25,560	124,962	4,292	569,234	113,679
% of Registration	56.50%	26.10%	21.50%	20.90%	22.00%	3.40%		20.00%
2008 GENERAL - PRES.	315,089	261,873	124,543	97,442	118,041	84,337	557,673	443,652
% of Registration	56.50%	83.10%	22.30%	78.20%	21.20%	71.40%		79.60%
2008 PRIMARY - PRES.	277,021	170,325	120,744	45,638	109,748	13,136	507,513	229,099
% of Registration	54.60%	61.50%	23.80%	37.80%	21.60%	12.00%		45.10%
2006 GENERAL - GUB.	275,061	181,625	125,136	76,396	107,727	50,408	507,924	308,429
% of Registration	54.20%	66.00%	24.60%	61.10%	21.20%	46.80%		60.70%
2006 PRIMARY - GUB.	271,008	108,337	123,938	23,540	105,444	6,971	500,390	138,848
% of Registration	54.20%	40.00%	24.80%	19.00%	21.10%	6.60%		27.70%
2004 GENERAL - PRES.	278,096	226,439	132,751	104,795	106,906	76,794	517,753	408,028
% of Registration	53.70%	81.40%	25.60%	78.90%	20.60%	71.80%		78.80%

2004 PRIMARY - PRES.	254,875	102,708	126,452	23,284	92,896	6,399	474,223	132,391
% of Registration	53.70%	40.30%	26.70%	18.40%	19.60%	6.90%		27.90%
2002 GENERAL - GUB.	249,386	167,288	127,614	83,277	90,051	44,587	467,051	295,152
% of Registration	53.40%	67.10%	27.30%	65.30%	19.30%	49.50%		63.20%
2002 PRIMARY - GUB.	246,779	110,518	126,873	33,244	89,335	8,249	462,987	152,011
% of Registration	53.30%	44.80%	27.40%	26.20%	19.30%	9.20%		32.80%
2000 GENERAL - PRES.	246,726	205,671	129,769	105,455	86,919	63,424	463,414	374,550
% of Registration	53.20%	83.40%	28.00%	81.30%	18.80%	73.00%		80.80%
2000 PRIMARY - PRES.	229,103	104,726	123,834	61,671	76,496	18,417	429,433	184,814
% of Registration	53.40%	45.70%	28.80%	49.80%	17.80%	24.10%		43.00%



Schedule for Election Day Tabulation

Election Day Contact: Gilberto Zelaya, 240-777-8625

Early Voting results will be posted on Election Day as soon after 8:00 p.m. as possible.

Election Day results will be posted at each polling place after the closing procedure of the paper based digital image scan Election Day system is completed.

Election Day preliminary results will begin being posted at 9:25 p.m. and will be posted every twenty-five minutes after 9:00 p.m. (9:25 p.m., 9:50 p.m., 10:15 p.m., 10:40 p.m., 11:05 p.m., 11:30 p.m., 11:55 p.m., 12:20 a.m., etc.)

Unofficial Final Report – the unofficial final summary report will be posted upon completion of reading the memory disks from all precincts. All ballots will need to be tabulated for the County local Board of Elections to certify.

Public Returns Center: 18753 N. Frederick Avenue, Suite 210, Gaithersburg, Maryland

Absentee 1 Canvass: Canvass begins at 10:00 a.m. on Thursday, June 4, 2020 (Primary) and

November 5, 2020 (General) and will continue each day until all ballots are tabulated.

Provisional Canvass: Canvass begins at 10:00 a.m. on Wednesday, June 10, 2020 (Primary) and Wednesday, November 11, 2020 (General), and will continue each day until all ballots are tabulated.

Absentee 2 Canvass: Canvass begins at 10:00 a.m. on Friday, June 12, 2020 (Primary) and Friday, November 13, 2020 (General) and will continue each day until all ballots are tabulated.

Certification to Maryland State Board of Elections: Friday, June 12, 2020 (Primary) and Friday, November 13, 2020 (General), or within 48 hours after the completion of canvassing and audit.



VISITOR/SIGN IN GUIDELINES

Who Is Authorized to Be Present in the Polling Place?

Under the Election Code, the following individuals (and ONLY the following individuals) are permitted access to the voting room at a polling place:

 \cdot A voter;

· An individual who accompanies a voter in need of assistance;

· A child under the age of 13 who accompanies a voter;

· Members of the polling place staff;

 \cdot Members or representatives of the State Board of Elections or Montgomery County Board of Elections;

· Any accredited challenger/watcher (see below); and

 \cdot Any other individual authorized by the State Board of Elections or the county board of elections.

Guidelines for Covering Activity at a Polling Place – Media Contact Gilberto Zelaya 240-777-8625

 \cdot Upon entering the voting area, contact one of the Chief Judges, located at the Voter Assistance table. Representatives must be prepared to present media credentials and sign in Visitor Log.

 \cdot May not converse with any voter in the voting area.

· Pictures may be taken in the polling place during voting hours with consent of Chief Judge.

 \cdot May not disrupt the voting process of the work of the polling place staff.

· May not in any way compromise or endanger the secrecy of a voter's ballot.

Guidelines for Exit Polling

 \cdot Pollsters are not permitted in the voting room.

· Pollsters are not permitted to ask questions of a voter until the voter has left the voting room.

· Pollsters must inform the voters that their participation in the poll is voluntary.

 \cdot Pollsters are not permitted to electioneer. Therefore, the electioneering limits set forth in Section 16-206(b)(2) of Article 33 of the Annotated Code of Maryland do not apply.

Challengers/Watchers

Upon entering the voting area, contact one of the Chief Judges, located at the Voter Assistance table. Challengers/Watchers must be prepared to present Challenger and Watcher Certificate and sign in Visitor Log.

A challenger or watcher has the right to:

- \cdot Enter the polling place $\frac{1}{2}$ hour before the polls open;
- \cdot Be present in the polling place whenever the polls are open;
- · Be positioned near the election judges so that he/she may see & hear each person who votes;
- · Remain in the polling place after the polls close, until the election judges leave;
- · Maintain a list of registered voters who have voted & take the list outside the polling place; and

 \cdot Enter and leave the polling place to take out information that indicates registered voters who have cast ballots.

Challengers/watchers are expressly prohibited from:

- · Ascertaining how a voter voted or intends to vote;
- · Conversing in the polling place with any voter;
- · Assisting any voter in voting; or
- · Physically handling any original election document



ELECTION OBSERVER GUIDELINES

The purpose of an Election Observer is to provide an avenue for public observation and input into the election process. By promoting public participation, it ensures integrity and voter confidence in the electoral process.

ELECTION NIGHT OBSERVERS CHECK IN PROCEDURES

1. All observers must contact Gilberto Zelaya, at 240-777-8625, in advance if they plan to visit the Board of Elections on election night. All observers must arrive at the Board of Elections no later than 7:30 p.m. as traffic flow will prohibit access later in the evening. Access to the building is ONLY via Game Preserve Road; observers must turn on Game Preserve Road and follow the direction of Police and Security Officers. Please tell them you are here to observe the returns and they will direct you accordingly. Observers must park on the south side of the building, in front of Suite 210. Parking on the north side of the building is prohibited.

2. Upon arrival, they must sign in at the reception desk located at 18753 N. Frederick Avenue, Suite 210, Gaithersburg, MD 20879.

3. Observers will be escorted to a viewing area and, when ready to leave, will be escorted back to the reception desk.

GENERAL RULES

1. No observer shall interfere with the orderly processing of Election Day supplies.

2. Observers will be permitted access to a designated observation area(s), sufficiently close to enable them to observe established procedures.

3. On election night radios, cameras, cell phones, blackberries or other forms of PDAs, and tape recorders are allowed in the observation area only. Additionally, pagers and cellular phones must be set to vibrate or off mode while observing the canvass.

4. Backpacks, briefcases, and large purses are allowed in the observation room on election night.

5. The individual's function is to observe that procedures are followed. Observers cannot assist in operations or handle any election related materials

6. All questions concerning a procedure must be directed to a Board Representative or the Public Information Officer.

7. The number of observers may be limited so as not to interfere with the process. Observers must avoid physical contact with employees.

8. Operations will continue as scheduled whether an observer is present.

9. Observers must remain in the area they were assigned. If you are found unsupervised in an area that you were not assigned, you will be escorted from the building.

CANVASS OBSERVERS

The vote by mail and provisional ballots are counted during special canvass sessions held during the weeks following the election. The results of the canvasses are then included with the Election Day totals and released as the official election results. The canvasses, which are open to the public, begin at 10 a.m. and are held at the Montgomery County Board of Elections, 18753 N. Frederick Avenue, Suite 210, in Gaithersburg. Canvasses for the 2020 Presidential Primary Election: Absentee Canvass I, June 4: Provisional Canvass, June 10 and Absentee Canvass I, June 12. Canvasses for the 2020 Presidential General Election begin with Absentee Canvass I, November 5; Provisional Canvass, November 12; and Absentee Canvass II, November 13.

CHECK IN PROCEDURES

1. All observers must report and sign in at the reception desk located at 18753 N. Frederick Avenue, Suite 210, Gaithersburg, MD 20879.

2. Observers will be escorted to a viewing area and, when ready to leave, will be escorted back to the reception desk where they will return their issued badge.

GENERAL RULES

1. No observer shall interfere with the orderly processing of vote by mail or provisional ballots, including touching or handling of the ballots or envelopes.

2. Observers will be permitted access to a designated observation area(s), sufficiently close to enable them to observe established procedures.

3. During the canvass period, radios, cameras, cell phones, blackberries or other forms of PDAs and pagers are NOT PERMITTED.

4. The individual's function is to observe that procedures are followed. Observers cannot assist in operations or handle any election related materials.

5. All questions concerning a procedure must be directed to Board Counsel or the Public Information Officer. No communication between canvass workers and observers will be allowed regardless of the topic. If you are seen communicating directly with a canvass worker, you will be asked to leave.

6. The number of observers may be limited so as not to interfere with the process. Observers must avoid physical contact with employees.

7. Observers will be allowed into the observation area only after employees are present.

8. Operations will continue as scheduled whether an observer is present.

9. Observers must remain in the area they were assigned. If you are found unsupervised in an area that you were not assigned, you will be escorted from the building.

10. No food or drinks will be allowed in the canvass area around any ballots. We kindly ask observers to eat and drink at a local restaurant in our area during breaks.

HELPFUL HINTS FOR OBSERVERS

1. Wear comfortable shoes as you may be standing for long periods of time.

2. Please refrain from wearing strong perfume or aftershave while observing.

3. If staff can hear you breathe, back up, you're too close.

BALLOT HANDLING CHALLENGES

1. Observers shall be permitted to observe and challenge the manner in which the ballots are handled, from the processing of the ballot return envelopes through the counting and disposition of the ballots.

2. Observers may not challenge signatures on oaths.

3. Observers may challenge whether the individuals handling ballots are following established procedures