

Minutes

Talbot County Board of Elections
215 Bay Street
Easton, MD 21601
March 27, 2018

Present:

Board

Joseph H. Secrist, President (R)
Richard B. Bulman (R)
Susan MacKinnon (D)

Staff

Jeri Cook, Election Director

Public

Chris Koch
Nick Richards (MCTV Videographer)

The monthly meeting of the Talbot County Board of Elections, scheduled for March 21, 2018, was postponed due to weather and rescheduled for March 27, 2018. The meeting was held in Conference Room # One at the Board office indicated above and later moved to Conference Room # Three to accommodate a previously scheduled county meeting. Mr. Secrist called the meeting to order at 9:37 a.m. Mr. Secrist noted that a quorum was present.

Approval of Minutes of February 21, 2018

Mr. Secrist asked if the Board had any corrections or additions to the minutes of the meeting of February 21, 2018, a copy of which had been forwarded to the Board Members in advance of the meeting. Mr. Bulman noted one correction in the draft he previously circulated. Upon motion duly made (Mr. Bulman) and seconded (Ms. MacKinnon), the minutes for February 21, 2018 meeting as modified were approved unanimously.

At this point Board Member Wadella Thomas entered the meeting.

Addition/Changes to the Agenda

Mr. Bulman asked that the following topics be discussed either under agenda items already listed or be added to the agenda:

- Judge Recruitment Plans
- Judges' Salaries
- Plan for Public Notice Regarding Large Number of Voter Notification Cards

- Process for Supply Verification
- Process for Post-Election Audit

Mr. Secrist asked that topic of hourly voter turn out be added to the agenda.

Approval of the Agenda

Upon motion duly made (Mr. Bulman) and seconded (Ms. Thomas), the agenda was unanimously approved as amended.

Public Comments

No public comments were made.

Election Director's Report

Ms. Cook reported on the following topics:

Meeting Time Change - She asked the board to change the start time for the May meeting to 9:30 a.m. to accommodate the staff and board members who will be participating in the Supply Verification. Also, she has asked the Clerk of the Court to be available that morning to swear in the Board of Canvassers.

New Voter Registration Cards – Ms. Cook researched with the State Board staff the reasons for the large number of new Voter Registration Cards recently sent out. There are several reasons, but the largest number was to correct errors discovered by Ms. Cook when she began as Election Director she was getting acquainted with the Talbot County street files.

DHS Review – The Department of Homeland Security met with the Board staff and the county EMS to review preparedness. A report will be available in a few months.

Easton Firehouse – The Easton Volunteer Fire Department has agreed to remove some of the equipment at the Firehouse to make more room for the polling place during Early Voting.

Audit – Ms. Cook provided Board Members with Maryland State Board of Elections Comprehensive Audit Guidelines. She explained that a procedure workbook will be available to the staff responsible for completing the post-election audits. She will seek clarification regarding the who specifically at the "local board" will perform the audits and when after "8pm" the audit is to start.

Handout Materials – In addition to the Audit Guidelines. Ms. Cook provided Board Members with copies of Election Directors' Meeting summary and notice regarding a ballot question recently approved by the General Assembly.

Other – Ms. Cook also reported that the Office will be closed on March 30 for Good Friday in accordance with the county closure; the process for Supply Verification and corrections to the previously provided calendar of significant events affecting the board.

Board Attorney's Report

This item was deferred to later in the meeting.

Old Business

Review Invoices

There were no comments regarding the invoices.

Budget FY2018

Copies of the year to date expenditures versus budget dated March 15, 2018 were provided to the Board Members. No comments were made.

Budget 2019

No new information has been received regarding our proposed budget for FY 2019.

County Bulletins

The County Bulletin dated March 16, 2018 was distributed to board members.

MAEO conference

Comments were made by Ms. Cook and the board members who attended the conference on the value of the sessions.

Customer Satisfaction Survey

No survey responses were received since the last Board Meeting.

At this point, Board Attorney Philip Cronan entered the meeting.

New Business

Approval of Judges

A list of proposed judges and their assignments was previously provided to the board members. Mr. Secrist noted that there is a lack of balance by political party in the assignments. He pointed to Election Law and the requirement to have equal number from each major party at each polling place. Ms. Cook responded that she has tried

several ways to recruit judges and that she has recruited 103 judges. Unfortunately, there are not sufficient applicants from the Republican party to equally staff all polling places. She believes she has enough judges overall to have a successful election but cannot meet the equal balance requirement of the law with the applicants she has received. Mr. Secrist also inquired about the number of judges at several of the polling places and the basis for determining the number of judges assigned to them. Suggestions for further recruitment efforts were made by board members.

At this point in the meeting, Talbot County Geographic Information Systems (GIS) Manager Mike Cohoon entered the meeting.

Board Attorney's Report

At the last meeting of the board, a presentation was made regarding the Election District Boundary maps. A review by the staff resulted in several new Voter Notification Cards being mailed to voters. At that time, a presentation was made to the board by Mr. Cohoon of the effort he has undertaken to more precisely map the Districts. One area in particular has a significant error in defining the boundary between Districts 1 and 3. Mr. Cronan was asked to research the matter and report back to the board.

With the help of Mr. Cohoon, Board Attorney, Mr. Philip Cronan made a detailed presentation of the historical and current maps of the area and noted that the map used by the Election Board defining the boundary between District 1 and District 3 was partially incorrect. Mr. Cronan recommended that that board act to restore the map boundary to that approved by the General Assembly as last established in 1892.

Mr. Bulman moved to restore the boundary line between Trappe election district, or district 3, and Easton election district or district 1, in Talbot County in accord with the last known boundary division as contained in Chapter 573 of the Acts of 1892. Ms. MacKinnon seconded the motion. The motion passed unanimously.

New Voter Notification Cards will be sent to the affected voters.

At 11:22, the board meeting moved to Conference Room # Three within the same building.

Regarding new Voter Notification Cards being sent, Ms. Thomas was one who received a new card. On it, two polling places were designated without explanation of the reason. Ms. Cook explained that one place is for state and county elections and one is for municipal elections. Following board discussion, Ms. Cook agreed to investigate how to clarify the information on the cards with two locations the purpose for each location.

Mr. Bulman noted that at the last board meeting, Ms. Cook was asked to return to the next meeting with suggestions for the board to consider regarding possible public concern about the large number of new Voter Notification Cards that have been sent out

recently. Ms. Cook said that she asked the State Board staff to help identify the causes. While no precise numbers are available, she estimates that most are due to her review of the street files upon her arrival. As a result of this review, she found many administrative errors and proceeded to correct them. She has had very few inquiries to date regarding the number of new cards. New Voter Notification Cards were sent to each voter affected by the change.

New Business (Continued)

Visit to warehouse

The visit to the warehouse was deferred to a later date.

May Meeting time change

Mr. Bulman moved that the board change the start time for the May 16, 2018 meeting to 9:30 a.m. Ms. Thomas seconded the motion. It passed unanimously.

Judges' Salaries

Previously, the board acted on salaries for judges on election day. Action was needed regarding salaries for early voting days. Mr. Bulman moved that the judges' salaries for early voting be as follows:

Chief Judge	\$240 per day
Provisional Judge	\$220 per day
Check in Judge	\$200 per day
Voting Judge	\$200 per day
Standby	\$25 if not called in

The motion was seconded by Ms. Thomas. The motion passed by a vote of 3 for (Secrist, Thomas, Bulman) and 1 against (MacKinnon).

Supply Verification

Ms. Cook reported that the State Board has a recommended procedure for the Supply Verification process. Local boards may adopt their own procedure if they chose. She recommended we use the State procedure. Upon motion made by Ms. Thomas and seconded by Mr. Bulman, the board unanimously approved the use of the State procedure.

Hourly Voter Turnout

Mr. Secrist noted that in the past, Chief Judges would keep tally of the hourly voter turnout. He presented samples of the summaries that resulted from past turnout records. They have been useful in the past but have not been done recently. He

recommended that the board approve a policy of collecting this data. Mr. Bulman moved that the board ask Chief Judges to keep records of hourly voter turnout. Ms. Thomas seconded the motion. It passed by a vote of 3 for (Secrist, Thomas, Bulman) and 1 against (MacKinnon).

Confirmation of next meeting – April 18, 2018

Mr. Secrist noted that the next board meeting will be at 9:30 a.m. on April 18, 2018 at the board offices.

Adjournment

Ms. Thomas moved the meeting be adjourned. Ms. MacKinnon seconded the motion. It passed unanimously. The meeting adjourned at 12:35 p.m.

Attested,



Joseph H. Secrist, Jr., President

Respectfully submitted,



Richard B. Bulman, Secretary