

Minutes

Talbot County Board of Elections
215 Bay Street
Easton, MD 21601
November 21, 2018

Present:

Board

Joseph H. Secrist, President	(R)
Walter Black	(D)
Susan MacKinnon	(D)
Richard B. Bulman	(R)
Wadella Thomas	(R)

Staff

Jeri Cook, Election Director

Board Attorney

Philip Cronan

Public

Walter Johnson

The monthly meeting of the Talbot County Board of Elections was held on November 21, 2018 in Conference Room # One at the Board office indicated above. Mr. Secrist called the meeting to order at 9:32 AM. Mr. Secrist noted that a quorum was present.

Approval of Minutes

The monthly meeting for October 2018 was continued to this morning prior to the start of this meeting. Therefore, the minutes of that meeting have not yet been completed for consideration.

Addition/Changes to the Agenda

No additions to the agenda were offered

Approval of Agenda

Ms. Thomas moved approval of the agenda as presented. Mr. Black seconded the motion. It passed unanimously.

Public Comments

There were no public comments.

Election Director's Report

Ms. Cook reported the following:

- Ms. Cook was happy with how the election process was managed by her staff and the election judges. Some lessons were learned and will be incorporated in future election planning.
- The office will be closed this afternoon to clean up and have a lunch for the staff at the warehouse.
- On December 12 there will be an Eastern Shore best practices meeting. The office will close at 9:00 AM that day so the staff can attend the meeting in Queen Anne's County.
- Next week, Ms. Cook will be assisting the staff in Wicomico County with a recount.
- A meeting is planned with Chief Judges for a debriefing and to thank them for the successful election.
- Announcement of the office vacancies will be made shortly. One Data Applications Specialist II position will be reclassified to Election Information Specialist.
- She would like to send new Voter Notification Cards to all voters in the county. It would seem there are quite a few VNCs that still list the office as being on Harrison Street, which is confusing for the voters. The question was asked about the placement of the municipal election polling place on the VNCs. Ms. Cook will check with state board to see if there is any way to help to eliminate that confusion..
- Heavy voting and a large number of voters appearing at the Easton Firehouse from other precincts caused a slow process for Provisional ballots. She plans to have 2 Provisional Judges at this location next election.

Ms. MacKinnon noted that there was need for some Chief Judges to understand the Provisional voting process as she observed some misinformation be provided. Ms. Cook stated that some information is given to the judges, but she will work to help them better understand.

Mr. Black congratulated Ms. Cook and the entire staff and judges for a successful election. All the board concurred in his comments.

Board Attorney's Report

Mr. Cronan presented a draft letter to Delegate Chris Adams urging him to introduce legislation to require the closing of all schools in the state on Election Day. Ms. MacKinnon moved that the board accept the content of the letter as presented

regarding the closing of schools, that he finalize it after additional information is provided and that he send the letter to Delegate Adams with copies to appropriate people. Ms. Thomas seconded the motion. It passed unanimously.

Old Business

Budget FY2019

Expense reports for the period through October 31, 2018 were distributed to the board. No questions were asked. Mr. Secrist reported that the Election Board will meet with the County Council on January 8, 2019 to discuss our request for increase budget for salaries. The salary expenses for election judges has not yet been posted to the county budget report.

Review of Invoices

Copies of invoices for the past month were provided to the board. No questions were asked.

County Bulletins

County Bulletins for October 26, November 2, November 9 and November 16 were provided to the board. No questions were asked.

Polling Places

St. Michaels High School – There were no issues regarding the placement of signs at this election. The use of an electronic sign board helped with the location of parking. There was, however, a question regarding where judges were to park and that will be addressed prior to the next election.

Trappe Firehouse – The polls at the Trappe Firehouse remained fully open until 8:00 PM, which had been an issue in the past.

Election Judges

Generally, there was no issue with Election Judges. Only 2 judges did not show on Election Day. There was adequate coverage at all locations. However, Ms. Cook again noted the need for 2 Provisional Judges at Easton Firehouse.

Legislation for School Closing

This topic was discussed under the Board Attorney report.

New Business

Security Measures for the Staff

Ms. Cook provided the board with copies of “Disaster Recovery and Incident Management Plan”. Ms. Cook continues to work with Ray Hanna, our DHS contact. She offered to invite him to meet with the board to provide a briefing of the findings from his evaluation and answer questions.

Polling Evaluations

Ms. Cook reported that part of the audit, the State Board requires all questions on the polling place evaluation forms be completed before they are submitted. She passed out incomplete forms for the board members to finalize.

Review Website

Board members provided comments on the website. Candidate Financial Reports need to be removed. Also, meeting dates and times are not prominently displayed. Ms. Cook will try to get a tab on the home page for this. Some minutes are missing and the order of the minutes and agendas need to be chronological –and then agenda first followed by minutes for that meeting. A letter received by the board suggested that we build a link on our homepage to the State Board website in reference to a voter’s polling place location.

Confirmation of the Next Meeting

Ms. Cook suggest the board move the December meeting to January. Mr. Secrist noted that there are several items that need to be addressed by the board before the scheduled January meeting. Therefore, the next meeting will December 19, 2018 at 9:30 AM.

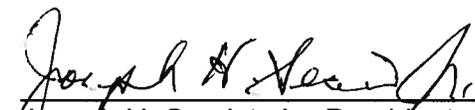
Closed Meeting

There was no business needed for a closed meeting.

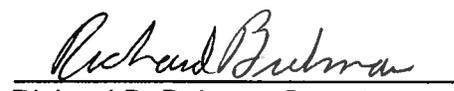
Adjournment

Mr. Bulman moved adjournment of the meeting. Ms. MacKinnon seconded the motion. It passed unanimously. The meeting adjourned at 11:16 AM.

Attested,


Joseph H. Secrist, Jr., President

Respectfully submitted,


Richard B. Bulman, Secretary