



Frederick County Board of Elections

8490 Progress Drive, Frederick, Maryland 21701
FrederickCountyMD.gov/elections

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MINUTES of the
January 3, 2024, Meeting of
The Frederick County Board of Elections

The meeting was called to order at 2:07 pm, in person and virtually, by Board President Mary Costello.

PRESENT:

Mary Costello, President	Winston Mann, self
Nathaniel C.W. Wilson, Vice President	Jim Filson, League of Women Voters
Shirley McDonald, Secretary	Patti Worsley, self
Michael Sowell, Board Member	Jean Ann Struharik, self
Daniel B. Loftus, Board Counsel [WebEx]	Linda Kulina, self
M.C. Keegan-Ayers, County Liaison	Barbara Stadler, self
Thomas Coogan, Election Program Manager	Shelley Aloia, Republican Central Committee
Shakir Satterfield, Voting Operations Manager	Lisa Nieves, self
Diane Zepp, Voter Registration, EPA II	Connie Onspaugh, self
Brian Blakesley, Voting Operations Assistant I	Ric Dugan, self
Vicki George, self	Ceoli Jacoby, self
Katja Harper, self	Jean Benhoff, self
Jay Kaminsky, self	Kathryn Jerrard, self
Mari Lee, Democratic Central Committee [WebEx]	

ADDITIONS/CHANGES TO THE AGENDA

Change the Public Comment Lineup

APPROVAL OF BOARD MINUTES

Ms. McDonald made a motion to approve and accept the December 6, 2023, meeting minutes. Mr. Neeves seconded, and the motion passed unanimously.

Mr. Sowell made a motion to approve and accept the December 18, 2023, Special Board meeting minutes. Mr. Neeves seconded, and the motion passed unanimously.

COUNCIL LIASON COMMENTS

Ms. Keegan Ayers announced that the County Executive is hosting Budget Listening Sessions in each councilmanic district. She also spoke about pending local legislation to repeal the requirement that members of boards and commissions be residents of the county as well as registered voters. Following this statement, she asked the Board, if we still supported the position requiring members of boards and commissions to be residents of the county as well as registered voters. We, as members of the Board of Elections, answered collectively that we supported this position. She will be working on an amendment and asked our board to send an email to County Council.

BOARD COUNSEL REPORT

No update on the Gibson case.

ELECTION DIRECTOR REPORT

Election Program Manager Tom Coogan presented the report on behalf of the Election Director.

1. Announcements and Important Meetings

No new items to report this month.

2. Voter Registration

<u>VOTER REGISTRATION STATISTICS REPORT</u>					As of 1/3/2024
TOTAL ACTIVE + PENDING:		200,217			
PARTY	ACTIVE	PENDING	TOTAL	PERCENT	
DEM	77,677	23	77,700	38.81%	
REP	67,604	6	67,610	33.77%	
LIB	1,214	0	1,214	0.61%	
UNA	51,928	24	51,952	25.95%	
OTHERS - TOTAL	1,739	2	1,741	0.87%	
TOTAL	200,162	55	200,217	100.00%	

<u>VOTER REGISTRATION TRANSACTIONS REPORT</u>		Jan-24
Additions to County Registration		833
Subtractions from County Active Status		465
Party Affiliation Changes		311
Address Changes within Jurisdiction		516
Name Changes		652

- Pending status – identification has not been able to be verified by either MVA or the Social Security Administration.

CURRENT PENDING VOTERS

As of 1/3/2024

Reason	Number
ID Not Provided	9
ID Not Verified	44
Incomplete Application	2
TOTAL	55

3. General and Continuing Items

2024 Ballot Drop Box Plan was approved by State Administrator on December 13 .
2024 Polling Place Optimization Plan was approved by State Board on Dec. 14.
2024 Early Vote Centers approved previously.

4. Voting Systems Division

All voting equipment scheduled charging completed.

Testing C-Moss battery backup charging capabilities

5. Voter Registration Division

End of year List Maintenance Completed

Dec Comprehensive Audit Report – Completed (This is an office staff operation.)

Century Club List Completed.

AOC List Completed.

6. Election Judge Division

741 Judges

Election Judge Training Signup opens January 16

County will continue to provide support for the Election Judge Recruitment program by allowing county workers 12 hours of paid time off for training and working at the polls on Election Day.

7. Social Media and Website Content

The Plan to Vote and 2024 Election pages have been updated and include information about the approved early voting sites, ballot drop box sites, and the 2024 polling place assignments.

8. MD Voters/Special Projects

Districts/Precincts Clean-up to begin January 9

Assignment of Election Judges to polling places in MD Voters

Standard Operating Procedures (SOP) each division is tasked with going over current procedures and writing or re-writing them to a standard which can be given to any incoming employee to assist with training.

OLD BUSINESS

A. Early Vote Sites, ED Polling Sites and Drop Box – Approvals

We will have ten (10) drop boxes throughout the County, an increase of two (2) over 2022 Election.

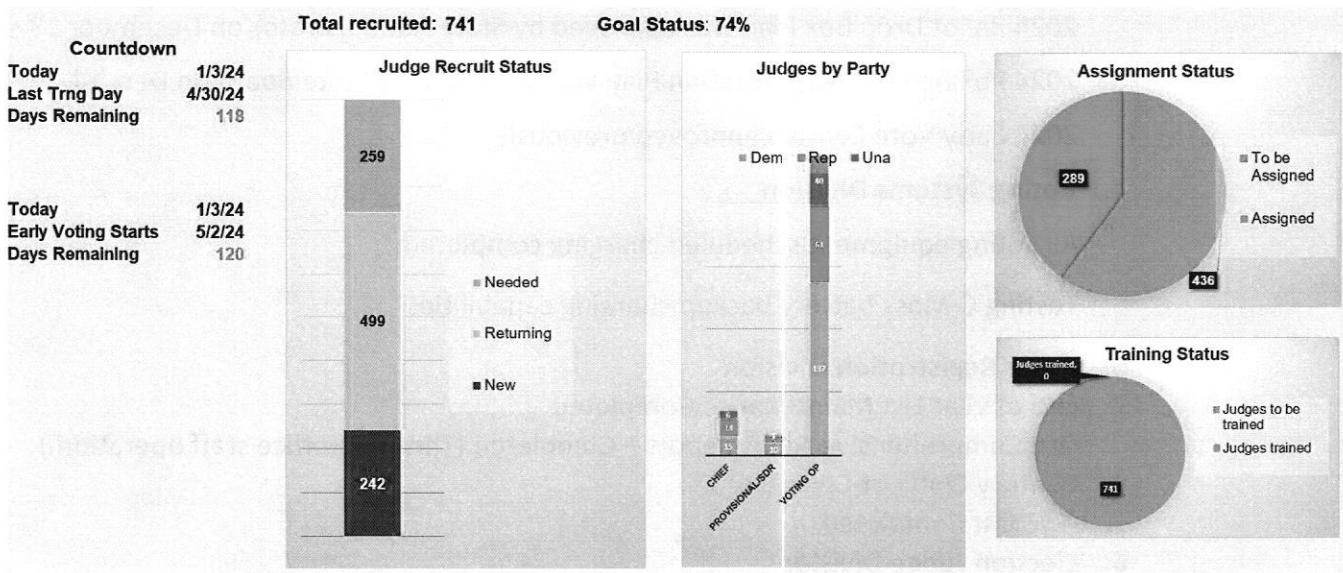
Polling place optimization plan was approved. Our four (4) Early Voting centers also approved.

NEW BUSINESS

A. Other

Currently working on NO Labels Petition. All LBEs are working on them, and Frederick County should be done by the end of the week.

Mr. Coogan presented the slide below to the Board. Still are looking for 250+ more judges.



DISCLOSURES

Ms. McDonald donated to Frederick County Democratic Central Committee. Ms. Costello donated to the Democratic National Committee.

NEXT MEETING

The next Board meeting will be held on Wed, February 7, 2024, at 2:00 pm at 8490 Progress Drive.

PUBLIC COMMENT

Per the board's by-laws, public comment is allowed after the request has been approved by the Board President.

Katja Harper, Jean Struharik, Winston Mann, and Jay Kaminsky spoke to the Board. They all asked for the Board to consider signing a petition that would be forwarded to SBE.

ADJOURNMENT

The motion to close was made by Mr. Neeves, seconded by Ms. McDonald, and passed unanimously. The meeting was called to a close at 2:30 pm by Ms. Costello.

EXECUTIVE SESSION

On January 3, 2024, at 2:30 The Frederick County Board of Elections met in Executive Session following the July Board meeting in the conference room at 8490 Progress Dr. Frederick, MD. A motion to close the session was made by Mr. Neeves and seconded by Ms. McDonald, the vote was unanimous. The meeting was held to approve the minutes of the December 6 meeting, handle a personnel issue and to seek legal guidance. This action was in accordance with the authority granted under the Annotated Code of Maryland, General Provisions Article, Sections §3-305. The session discussions pertained to the following subsections under this provision:

This action was in accordance with the authority granted under the Annotated Code of Maryland, General Provisions Article, Section §3-305. The session discussions pertained to the following subsections under this provision:

§3-305(b)(7) to consult with counsel to obtain legal advice.

§3-305 (b)(1) to discuss the appointment, resignation, or performance evaluation of appointees, employees, or officials over whom this body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Mary Costello, President, present
Nathaniel C.W. Wilson, Vice President, present
Shirley McDonald, Secretary, present
Ted Neeves, Board Member, present
Michael Sowell, Board Member, present
Daniel B. Loftus, Board Counsel, present by WebEx

During the executive session, there were two actions taken by the Board. The first was to pass the amended minutes of the December 6 meeting, the motion to do so was made by Mr. Willson and seconded by Mr. Sowell. The vote was unanimous. The second action was to pass a motion against signing any petitions made by Mr. Sowell, seconded by Mr. Neeves, and passed unanimously.

Motion made at 3:20 pm by Mr. Neeves, seconded by Mr. Wilson for adjournment, vote was unanimous.

Executive Session Minutes respectfully submitted by Shirley McDonald, Board Secretary

Respectfully submitted by Diane Zepp, Election Program Assistant II

Approved by:

Mary Costello 2/16/24
Mary Costello, Board President Date