



Frederick County Board of Elections

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

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ElectionBoard@FrederickCountyMD.gov



MINUTES of the March 6, 2024, Meeting of The Frederick County Board of Elections

The meeting was called to order at 2:09 pm, in person and virtually, by Board President Mary Costello.

PRESENT:

Mary Costello, President	Mari Lee, Democratic Central Committee
Nathaniel C.W. Wilson, Vice President	Stephen Slater, self
Shirley McDonald, Secretary	Thomas Slater, self
Michael Sowell, Board Member	Michael Bunitsky, League of Women Voters
Ted Neeves, Board Member	Jay Kaminsky, self
Daniel B. Loftus, Board Counsel	Kat Harper, self
Barbara Wagner, Director	Winston E Mann, self
Anthony Gutierrez, Deputy Director	Scott Beard, self
Thomas Coogan, Election Program Manager	Jean Ann Struharik, self
Marc Welch, Election Program Supervisor I	Patti Worsley, self
Diane Zepp, Voter Registration	Via WebEx:
Brian Blakesley, Election Program Assistant I	Shelley Aloi, Republican Central Committee [WebEx]
M. C. Keegan Ayers, County Council Liaison	

ADDITIONS/CHANGES TO THE AGENDA

Ms. McDonald reported that during a recent closed session, the Board decided they would not sign any petitions of any kind as a Board.

APPROVAL OF BOARD MINUTES

Mr. Neeves requested an amendment to indicate that he was present at the last meeting. Mr. Sowell made a motion to approve the February 7, 2024, meeting minutes as amended. Mr. Neeves seconded, and the motion passed unanimously.

COUNCIL LIASON COMMENTS

March 20, 2024, 7pm will be the final public meeting on the proposed County budget. It was also noted that citizens can go to the County website and submit their opinions on which Appeals they would support to be funded, including the Elections Dept. Everyone was encouraged to participate in the survey.

BOARD COUNSEL REPORT

Mr. Loftus reported no update on the Gibson case. Regarding the Harvey case, the parties participated

in mediation last week at the behest of the Maryland Supreme Court and have settled the lawsuit.

ELECTION DIRECTOR REPORT

1. Announcements and Important Meetings

Ballot Proofing began 3/5

Per Election Law, Ballot Display 3/11

County Director Departmental Presentation 3/21

2. Voter Registration

VOTER REGISTRATION STATISTICS REPORT

**As of
3/6/2024**

TOTAL ACTIVE + PENDING:		200,974		
PARTY	ACTIVE	PENDING	TOTAL	PERCENT
DEM	77,497	17	77,514	38.57%
REP	67,797	5	67,802	33.74%
LIB	1,234	0	1,234	0.61%
UNA	52,660	25	52,685	26.21%
OTHERS - TOTAL	1,737	2	1,739	0.87%
TOTAL	200,925	49	200,974	100.00%

VOTER REGISTRATION TRANSACTIONS REPORT

March 2024

Additions to County Registration	990
Subtractions from County Active Status	421
Party Affiliation Changes	764
Address Changes within Jurisdiction	736
Name Changes	1513

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

CURRENT PENDING VOTERS

As of 3/6/2024

Reason	Number
ID Not Provided	7
ID Not Verified	40
Incomplete Application	2
TOTAL	49

3. General and Continuing Items - None

4. Voting Systems Division

Pollbook CMOS battery replacement project – Completed.

Statewide inventory has begun and will continue through June 30. Warehouse staff will be working throughout the warehouse and offices to audit all state-owned equipment. **Current Status – 98.81%**

Equipment allocation has begun. Frederick County Board of Elections is analyzing the current number of registered voters per machine, poll worker, and precinct.

Supply Orders (tamper tape, paper rolls, headsets, etc.) and preparation for Logic & Accuracy testing is underway. Logic and Accuracy testing will begin in late March.

5. Voter Registration Division

February - Comprehensive Audit Report – Completed

DHMH List - Completed.

AOC List - Completed.

We received and processed 4,227 Mail in Ballot Applications via USPS and 3,649 via online applications.

Election Judge Division

248 Voting Operations Judges trained as of March 4.

930 Total Election Judges recruited as of 3/6.

Chief Judge and Provisional Judge training begins March 27.

We need Republican and Unaffiliated Chief Judges. Mr. Wilson asked about the process of what happens when someone expresses an interest of serving as a Judge; he recommended creating an automatic reply system which the staff will look into developing.

6. Social Media and Website Content

Scheduled social media posts focusing on Election Judge recruitment, and voter information continue in March. 2024 precinct and polling place maps are being finalized at GIS and will be updated when ready.

7. Network and IT Support Division

Internal inventory of all computers, phone and networking hardware has been completed. The division is leading the technical operation of the mail processing unit and helping the Mail-in Ballot team prepare business processes and procedures for handling ballots in the upcoming elections.

8. MD Voters/Special Projects

Assignment of Election Judges to polling places in MD Voters

23 Polling Places full as of 2/27

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. Swearing-In of the Board of Canvassers prior to the March meeting

The Board and Board Counsel were duly sworn-in as the 2024 Primary Board of Canvassers by the Frederick County Clerk of the Circuit prior to their meeting today.

B. Legislative Update

Mr. Gutierrez noted that the Bill Crossover date is not until Mon, March 18. Still monitoring such items as Ranked-Choice Voting, Election Judge related and other Election procedure-related bills.

NEW BUSINESS

A. Confidential Voter Review

In accordance with COMAR, the Director conducted the required review prior to the Primary election with the board. Letters have gone out to 6 voters to see if they want to continue on the list; they have 30 days to reply.

B. Extended Hours Pay

The staff asked the Board to consider passing a motion to allow Extended Hours pay to our Election Judges if the Primary or General is ordered to stay open extra hours. At Mr. Wilson's request, the board tabled the matter to entertain it at their April meeting.

C. Critical Dates for Board Members

Mr. Gutierrez gave the Board updated information.

D. Election of 2024 Primary and General Board of Canvassers Officers – President, Vice President and Secretary

Shirley McDonald nominated Mary Costello as President and Nate Wilson seconded, passed.

Michael Sowell nominated Nate Wilson as Vice President and Ted Neeves seconded, passed.

Mary Costello nominated Shirley McDonald as Secretary and Nate Wilson seconded, passed.

DISCLOSURES

Michael Sowell donated \$75 to Kavonte Duckett campaign. Recurring yearly \$10 monthly charged for a yearly total of \$120 to the Democratic Central Committee, Frederick County.

Shirley McDonald donates \$100 monthly to the Democratic Central Committee, Frederick County.

NEXT MEETING

The Board scheduled the next meeting for Wed, April 10, 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.

Mari Lee, Jay Kaminsky, Winston Mann, Katja Harper, Patti Worsley and Scott Beard spoke during the public comment period.

ADJOURNMENT

The motion to close was made by Mr. Neeves, seconded by Mr. Sowell, and passed unanimously. The meeting was called to a close at 2:55 pm by Ms. Costello.

EXECUTIVE SESSION

On March 6, 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 Mr. Sowell, the vote was unanimous. The meeting was held to approve the minutes of the February 7 meeting 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.

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

During the executive session, the only action taken by the Board was to pass the amended minutes of the February 7 meeting. The motion to do so was made by Mr. Wilson and seconded by Mr. Neeves. The vote was unanimous.

Discussion with counsel to obtain legal advice resulted in no actions being taken by the Board.

Motion made at 3:35 pm by Mr. Wilson seconded by Mr. Neeves for adjournment, vote was unanimous.

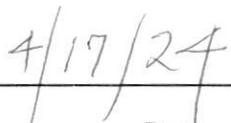
Respectfully submitted,
Shirley McDonald
Secretary

Respectfully submitted by Diane Zepp, Election Program Assistant II

Approved by:



Mary Costello, Board President



Date