



# Frederick County Board of Elections

8490 Progress Drive, Frederick, Maryland 21701

FrederickCountyMD.gov/elections

301-600-VOTE (8683)

ElectionBoard@FrederickCountyMD.gov



MINUTES of the  
May 1, 2024, Meeting of  
The Frederick County Board of Elections

The meeting was called to order at 2:04 pm, in person and virtually, by Board President Mary Costello.

**PRESENT:**

Mary Costello, President	M. C. Keegan Ayers, County Executive [WebEx]
Nathaniel C.W. Wilson, Vice President	Mari Lee, FC Democratic Party [WebEx]
Shirley McDonald, Secretary	Jay Kaminsky, self
Michael Sowell, Board Member	Patti Worsley, self
Ted Neeves, Board Member	Scott Beard, self
Daniel B. Loftus, Board Counsel	Michael Bunitsky, League of Women Voters
Marc Welch, Election Program Supervisor I	Shelley Aloi, Republican Central Committee
Diane Zepp, Voter Registration	

**ADDITIONS/CHANGES TO THE AGENDA**

No changes were made to the agenda.

**APPROVAL OF BOARD MINUTES**

Mr. Wilson made a motion to approve the April 10, 2024, meeting minutes. Ms. McDonald seconded, and the motion passed unanimously.

**COUNCIL LIAISON COMMENTS**

The County Executive will be having a Public Meeting next Tuesday at 7pm regarding FY25 budget.

**BOARD COUNSEL REPORT**

Mr. Loftus reported no update on the Gibson case. No update on the Sullivan case. In the Maryland Election Integrity federal case, waiting to hear about the injunction.

**ELECTIONS DIRECTOR'S REPORT**

**May 2024**

**1. Announcements and Important Meetings**

- a. Early Voting begins tomorrow 5/2.**
- b. Deadline to request ballot to be sent by mail is next Tuesday 5/7.**
- c. Deadline to request ballot to be sent via internet is Friday 5/10.**

d. Election Day is in less than 2 weeks – Tuesday 5/14.

## 2. Voter Registration

<u>VOTER REGISTRATION STATISTICS REPORT</u>				<u>As of 5/1/2024</u>
<u>TOTAL ACTIVE + PENDING:</u>		<u>202,084</u>		
<u>PARTY</u>	<u>ACTIVE</u>	<u>PENDING</u>	<u>TOTAL</u>	<u>PERCENT</u>
DEM	77,897	15	77,912	38.55%
REP	68,179	8	68,187	33.74%
LIB	1,258	0	1,258	0.62%
UNA	52,926	26	52,952	26.20%
OTHERS - TOTAL	1,773	2	1,775	0.88%
<b>TOTAL</b>	<b>202,033</b>	<b>51</b>	<b>202,084</b>	<b>100.00%</b>

<u>VOTER REGISTRATION TRANSACTIONS REPORT</u>		<u>May 2024</u>
Additions to County Registration		1029
Subtractions from County Active Status		495
Party Affiliation Changes		765
Address Changes within Jurisdiction		665
Name Changes		1403

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

<u>CURRENT PENDING VOTERS</u>	
<u>As of 5/1/2024</u>	
<u>Reason</u>	<u>Number</u>
Conformation Mail process	1
ID Not Provided	5
ID Not Verified	41
Incomplete Application	4
<b>TOTAL</b>	<b>51</b>

## 3. General and Continuing Items – See State Board Election Calendar

## 4. Voting Systems Division

Voting machine logic and accuracy has been completed and reviewed by the State Board of Elections staff.

Statewide inventory is currently in progress and will continue through June 30. Warehouse staff will be working throughout the warehouse and offices to audit all state-

owed equipment. **Current Status – 98.81%**

**5. Voter Registration Division**

April - Comprehensive Audit Report – Completed

DHMH List - Completed.

AOC List - Completed.

Jury List – Completed.

Election Prep work.

Total Mail-in Ballot requests for the Primary is 29,605 of those 8,295 have been returned to our office.

**6. Election Judge Division**

861 Election Judges assigned to training.

763 Election Judges trained.

**7. Network and IT Support Division**

Final preparations for the Mail Processing Unit are complete and the system is ready to begin processing received mail.

**8. MD Voters/Special Projects**

880 Judges assigned to Election Day as of May 1.

50 Polling Places are fully assigned as of May 1.

All Early Voting sites are fully staffed.

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**

None.

**NEW BUSINESS**

Board Secretary Shirley McDonald presented the following items to consider for the upcoming MIB Canvass on Thu, May 16:

The bi-partisan Canvass teams may accept a printed name in place of a signature for the oath without sending the ballot to the Board of Canvassers for review.

The Judges may duplicate ballots without sending to the Board of Canvassers for review if:

1. There are tea, coffee, or food stains on a ballot.
2. The ballot was marked in pencil or with ink other than blue or black, including markers.
3. A voter marked a ballot with an x, check mark, underlined or crossed out candidate name, circled candidate name – instead of bubbling as long as the bi-partisan team can agree on voter intent. If they do not, it goes to the Board of Canvassers for review.
4. If a voter used an ink that bled thru the ballot, leaving marks on both sides of ballot.
5. If there are stray marks on ballot.

Ms. McDonald made a motion to allow bi-partisan teams, if they agree, and provides notification to the board that the duplication process is underway. Mr. Sowell seconded her motion for items 1, 2 and 4 above. After discussion, the motion passed unanimously for items #1, 2 and 4.

Items #3 and 5 did not pass because they were too vague.

Ms. McDonald made a motion to allow a printed name on envelope as a signature as long as it agrees with the name on the envelope. Mr. Sowell seconded the motion; the motion passed unanimously.

Board Attorney Loftus thanked the Board for working together as a team.

Board President Mary Costello announced that the Board will go in pairs to do evaluations at the 4 Early Voting Centers. Teams were handed the evaluation forms.

#### **DISCLOSURES**

Ms. Costello and Mr. Sowell attended the Democratic Gala and provided a donation. Ms. McDonald donated \$83 to the Frederick County Democratic Central Committee.

#### **NEXT MEETING**

The Board scheduled the next meeting for Wednesday, June 5, 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.* and

Jay Kaminsky and Patti Worsley spoke during the public comment period.

#### **ADJOURNMENT**

The motion to adjourn and move into a "closed session" to discuss personnel issues and to consult with Board Counsel was made by Ted Neeves seconded by Mr. Sowell and passed unanimously. The meeting was called to a close at 2:58 pm by Ms. Costello.

#### **EXECUTIVE SESSION**

On May 1, 2024, at 2:30 The Frederick County Board of Elections met in Executive Session following the May 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

During the executive session, there were two actions taken by the Board. The first was to pass the minutes of the February 7 meeting, the motion to do so was made by Mr. Sowell and seconded by Mr. Wilson. The vote was unanimous. The second action was to pass the minutes of April 10 meeting, the motion was made by Mr. Sowell and seconded by Mr. Wilson. Motion passed unanimously.

Counsel signed his contract for the upcoming year.

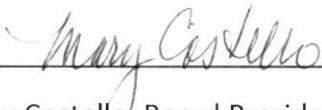
Motion made at 3:18 pm by Mr. Neeves, seconded by Mr. Wilson for adjournment, vote was unanimous.

Respectfully,

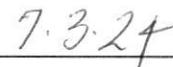
Shirley McDonald

Respectfully submitted by Diane Zepp, Election Program Assistant II

Approved by:



Mary Costello, Board President



Date