



# Frederick County Board of Elections

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

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ElectionBoard@FrederickCountyMD.gov



## MINUTES of the September 11, 2024, Meeting of The Frederick County Board of Elections

The meeting was called to order at 2:00pm, in person and virtually, by Board President Mary Costello

### **PRESENT:**

Mary Costello, President	Patricia Dalton Byrne, Self
Nathaniel C.W. Wilson, Vice President	Patti Worsley, Self
Shirley McDonald, Secretary	Kate Sullivan, Baltimore County Central Committee
Michael Sowell, Board Member	Shelley Alois, Self
Ted Neeves, Board Member	Jay Kaminsky, Self
Anthony Gutierrez, Deputy Director	Jean Ann Struharik, Self
Thomas Coogan, Election Program Manager	Walter T Charlton, Self
Diane Zepp, Voter Registration	Lois Ann Gibson, Self
Brian Blakesley, Election Program Assistant I	Kat Harper, Self
Via WebEx:	Jennifer Charlton, Self and citizens
Daniel B. Loftus, Board Counsel [WebEx]	Michael Bunitsky, League of Women Voters
M. C. Keegan Ayers, County Council	
Mari Lee, FC Democratic Party	
Barbara Wagner, Director	

### **ADDITIONS/CHANGES TO THE AGENDA**

No changes were made to the agenda.

### **APPROVAL OF BOARD MINUTES**

Ms. McDonald made a motion to approve the August 7, 2024, meeting minutes. Mr. Sowell seconded, and the motion passed unanimously.

### **COUNCIL LIAISON COMMENTS**

M. C. Keegan-Ayers mentioned a community meeting on the proposed Maryland Piedmont Reliability Project coming up on Wed, October 9.

### **BOARD COUNSEL REPORT**

Mr. Loftus reported on a call-in meeting with other LBE attorneys: No movement on the Gibson case. MD Election Integrity case hearing in mid-November.

# ELECTION DIRECTOR'S REPORT

September 2024

## 1. Announcements and Important Meetings

Sept 7	Move Your Vote Forward	Baker Park, Frederick
Sept 11	Voting System demo	The ARC, Frederick
Sept 12	VRV training	Hood College
Sept 13	VRV training	Board of Elections office

(This is our last scheduled VRV training before the Nov General, due to the staff working on multiple projects to prepare for the election. Anyone interested in signing-up should go to our website to do so.)

Sept 26	Tim May show	Director scheduled to appear
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(Additionally, our radio ads with information on how to become an Election Judge, as well as general information, began running September 1<sup>st</sup> and will continue thru Nov 4<sup>th</sup>)

## 2. Voter Registration

<u>VOTER REGISTRATION STATISTICS REPORT</u>				
As of 9/11/2024				
<u>TOTAL ACTIVE + PENDING:</u>		204,511		
<u>PARTY</u>	<u>ACTIVE</u>	<u>PENDING</u>	<u>TOTAL</u>	<u>PERCENT</u>
DEM	78,438	38	78,476	38.37%
REP	68,711	15	68,726	33.61%
LIB	1,264	0	1,264	0.62%
UNA	54,043	33	54,076	26.44%
OTHERS – TOTAL	1,967	2	1,969	0.96%
<u>TOTAL</u>	204,423	88	204,511	100.00%

<u>VOTER REGISTRATION TRANSACTIONS REPORT</u>	
September 2024	
Additions to County Registration	1653
Subtractions from County Active Status	708
Party Affiliation Changes	567
Address Changes within Jurisdiction	917
Name Changes	1001

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

**CURRENT PENDING VOTERS**  
**As of 9/11/2024**

<b>Reason</b>	<b>Number</b>
Confirmation Mail process	2
ID Not Provided	7
ID Not Verified	71
Incomplete Application	8
<b>TOTAL</b>	<b>88</b>

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

**4. Voting Systems Division**

Tuesday, September 3

- BMD and Audio ballot proofing completed

Tuesday, September 10

- Canvass test deck delivered
- Logic and Accuracy start date for canvass voting equipment

Friday, September 13

- Equipment allocation due date for all FCBOE polling places

Tuesday, September 17

- First day of Early Voting and Election Day Voting System Logic and Accuracy Testing

Tuesday, October 8

- Early Voting and Election Day EPB Logic and Accuracy Start Date

**5. Voter Registration Division**

August - Comprehensive Audit Report – Ongoing

DHMH List - Completed.

AOC List - Completed.

ERIC Report – Completed.

Green Party is now live in MDVoters.

Underage letters mailed out to 2,776 voters.

**6. Mail-In Ballot / Official Ballot Drop Boxes Section**

MIB Notice – the Board staff will send out a notice to our Frederick County voters who have requested a Mail-In Ballot for the November General election advising them that if they change their minds and wish to vote in-person instead, they can follow a process to “opt-out” so that they will vote a regular ballot at the voting location instead of a provisional ballot.

This is intended to better serve our voters, who may not realize they will be required to undergo the provisional voting process which will take them more time, as well as help our Election Judges by trying to cut down on the number of Provisional voters to process and free them up to serve more customers during voting hours. Finally, we hope to cut down on the time and efforts required to canvass those Provisional ballots.

In the May Primary election, we had 620 reason code 4 provisional ballots (issued an MIB but went to the polls instead). Out of a total of 1,002 total provisional ballots, that single reason constituted 62% of our Provisionals. Keep in mind our total provisional ballots will go up exponentially due to the much higher November Presidential General turnout.

The deadline for the State Board to send out the domestic voter ballots is Monday, Sept 23. The State Board will deliver our 10 official Ballot Drop Boxes the week prior to ensure we will have them ready for voters the week of Sept 23. The locations are the same as we used in the May 2024 Primary election; the list is on our website.

## 7. Election Judge Division

Election Judge training for the November General election is underway as of Wednesday, September 4th. We have 1069 judges currently entered in the Election Judge, and outreach to those who have not yet signed up for training is ongoing.

Total Election Judges in MDVOTERS				New vs. Returning Judges	
	DEM	REP	NON	Totals	
<b>TOTALS</b>	611	257	201	<b>1069</b>	New EJ 50.5% Return EJ 49.5%

Training for Voting Operations Judges

continues through September 26<sup>th</sup>, with Chief Judge, Provisional/Same-Day Registration Judge training beginning on Saturday, September 28<sup>th</sup>.

We'll be offering a final open Voter Registration Volunteer training at 1 PM on Friday, September 13<sup>th</sup>. Approximately 25 people have signed up for this class.

## 8. Network and IT Support Division

Ongoing support of the office systems and staff. Work continues improvements to our Elections Operation Center with additional network drops and strategies to enhance the use of our field technicians on election day.

## **9. Grants**

Elections is working with the Division of Emergency Management for Frederick County on a Grant award of \$4,919.63, to be applied towards Election Security items. Last Fiscal Year we received and utilized a Grant in the amount of \$5,524.86 for the same purpose.

## **10. MD Voters/Special Projects**

On Monday, Sept 2, the State Administrator certified the content of the November General ballots. Copies of the ballots are posted on the State Board website for public inspection.

Finally, we want to wish Christine Winer, Supervisor of our Special Projects section, the best as she begins a new position at the Carroll County Board of Elections office. Ms. Winer's Supervisor II position, as well as an Election Program Manager position, are currently posted on the state Department of Budget and Management job postings website.

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**

- A. Local board policy – Ballot Drop Boxes. On Saturday, November 2, 2024 and on Sunday, November 3, 2024, before the General Election on Tuesday, November 5, 2024, the Board staff shall do one daily retrieval of ballots at the designated drop boxes per Maryland Election Law Section 2-305 (b)(1) instead of two daily retrieval pickups as outlined in the SBE guidelines. Mr. Sowell moved the motion as read by Ms. Costell and seconded by Mr. Neeves. Motion passed 4 - 0 with Mr. Wilson abstaining.
- B. Selection of 2024 General Supply Verification precincts – Board members randomly drew the following seven (7) precincts: 06-001, 07-002, 05-002, 16-001, 21-009, 21-003, and 7-001.

## **DISCLOSURES**

None.

A motion by Mr. Neeves to recess the regular Board meeting at 2:21 p.m. and seconded by Ms. McDonald to convene the Board of Canvassers meeting. Motion carried unanimously.

## **BOARD OF CANVASSERS MEETING**

- A. Presentation of additional 2024 Primary election ballots. Mr. Gutierrez asked to be place on hold due to staff members being absent. Tabled until the next Canvassers' meeting.

B. Swearing-In of 2024 General Board of Canvassers. The Board members were sworn-in by Clerk of the Circuit Court Sandra Dalton just prior to this meeting. Board Counsel will go the Clerk's office to be sworn-in prior to the first Canvass day.

C. Adjournment

Motion to adjourn the Board of Canvassers meeting by Mr. Sowell. Seconded by Mr. Neeves; motion passed unanimously.

President Costello reconvened the regular board meeting at 2:22 p.m.

**NEXT MEETING**

The Board scheduled the next meeting for Wednesday, October 2, 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, Jennifer Charlton, and Kat Harper spoke during the public comment period.

**ADJOURNMENT**

The motion to adjourn and move into a "closed session" to discuss a personnel issue was made by Mr. Neeves seconded by Mr. Sowell and passed unanimously. The meeting adjourned at 2:35 p.m. by Ms. Costello.

**EXECUTIVE SESSION**

On September 11, 2024, at 2:25 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 May 1 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)(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.

§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 by phone

During the executive session, the only action taken by the Board was to approve the minutes of the July 3 executive Session on a motion by Mr. Neeves and a second by Mr. Sowell, Mr. Wilson abstained as he was absent from the July meeting.

August 7 minutes will be amended and brought back for a vote at a later meeting.

A discussion of future topics, procedures, and possible workshops for the Board on PEP took place.

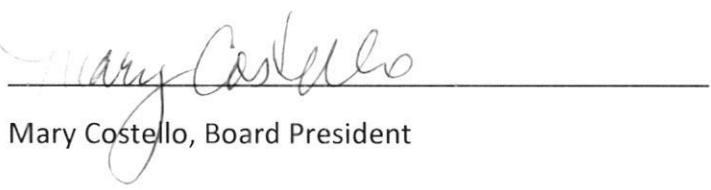
Motion made at 3:22 pm by Mr. Wilson, seconded by Mr. Neeves for adjournment, vote was unanimous.

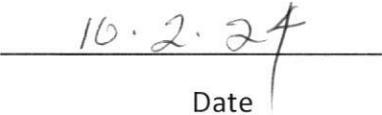
Respectfully

Shirley McDonald

Respectfully submitted by Diane Zepp, Election Program Assistant II

Approved by:

  
Mary Costello, Board President

  
10.2.24

Date