



# Frederick County Board of Elections

8490 Progress Drive, Frederick, Maryland 21701

FrederickCountyMD.gov/elections

301-600-VOTE (8683)

ElectionBoard@FrederickCountyMD.gov



## MINUTES of the October 2, 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  
Nathaniel C.W. Wilson, Vice President  
Shirley McDonald, Secretary  
Ted Neeves, Board Member  
Daniel B. Loftus, Board Counsel  
Barbara Wagner, Director  
Anthony Gutierrez, Deputy Director  
Thomas Coogan, Election Program Manager  
Diane Zepp, Election Program Assistant II

Brian Blakesley, Election Program Assistant I  
Fallon Wilson, Election Program Assistant I  
Mari Lee, Frederick County Democratic Party  
Michael Bunitsky, League of Women Voters  
Kelly Foster, Self

### Via WebEx:

Michael Sowell, Board Member  
M. C. Keegan Ayers, County Council

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

No changes were made to the agenda.

### **APPROVAL OF BOARD MINUTES**

One change on last page to be corrected. Mr. Neeves made a motion to approve the September 11, 2024, meeting minutes. Ms. McDonald seconded, and the motion passed unanimously.

### **COUNCIL LIAISON COMMENTS**

No report.

### **BOARD COUNSEL REPORT**

Gibson case - no developments. Sullivan vs. Summers - cross motions for summary judgement filed by both sides. MD Election Integrity case, Fourth Circuit - oral arguments scheduled in December. Baltimore City ballot Harbor Place ballot question - oral arguments being presented before the MD Supreme Court on Monday.

# ELECTION DIRECTOR'S REPORT

October 2024

## 1. Announcements and Important Meetings

- a. Advanced Registration Deadline - October 15, 2024. Office will extend regular hours until 5 p.m. and drop box pick-ups will begin at 5 p.m.
- b. Presentation to the County Council – Tue, Oct 22, 5:30 p.m.
- c. Recently the City of Frederick Board of Aldermen passed a local charter amendment to allow non-citizens to vote in future City of Frederick municipal elections. This does not affect the federal, state and County elections for Frederick County, Maryland. It only affects the City of Frederick elections which are held every 4 years. The next City election is scheduled for fall of 2025. For more information, persons should contact the City of Frederick office at 301-600-1380.

## 2. Voter Registration

### VOTER REGISTRATION STATISTICS REPORT

As of  
10/2/2024

TOTAL ACTIVE + PENDING:		205,332	-	-
<u>PARTY</u>	<u>ACTIVE</u>	<u>PENDING</u>	<u>TOTAL</u>	<u>PERCENT</u>
DEM	78,796	39	78,835	38.39%
REP	68,921	15	68,936	33.57%
LIB	1,270	1	1,271	0.62%
UNA	54,257	35	54,292	26.44%
OTHERS – TOTAL	1,995	3	1,998	0.97%
<b><u>TOTAL</u></b>	205,239	93	205,332	100.00%

### VOTER REGISTRATION TRANSACTIONS REPORT

October 2024

Additions to County Registration	1836
Subtractions from County Active Status	756
Party Affiliation Changes	764
Address Changes within Jurisdiction	1132
Name Changes	1649

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

**CURRENT PENDING VOTERS**  
**As of 10/2/2024**

Reason	Number
Confirmation Mail process	2
ID Not Provided	9
ID Not Verified	73
Incomplete Application	9
<b>TOTAL</b>	<b>93</b>

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

**4. Voting Systems Division**

Tuesday, September 24

- Voting system logic and accuracy testing completed

Friday, September 27

- Cradlepoint signal testing completed for Early Voting Sites
- 2024 Presidential General Transportation Ticket request submitted
- Pre-election voting system checklist completed

Monday, October 21

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

ONGOING – Polling place equipment and supply prep/distribution

**5. Voter Registration Division**

September - Comprehensive Audit Report – Ongoing

DHMH List - Completed.

AOC List - Completed.

Reached out to 27 Nursing homes, sent the forms that were requested. One has requested assistance that will require a visit.

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

At the September meeting, we reported that the Board staff would be sending 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. Our intent for this was 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. Additionally, we wanted to cut down on the time and efforts required to canvass those Provisional ballots. Because of a report that voters in another jurisdiction were very confused when they received a similar notice, we have decided not to send such a notice this election.

The Pre-Processing of Mail-In Ballots for the 2024 General election will begin on Tue, Oct 15 here at the Board of Elections office. The public is invited to attend, however the room size is limited, and we are inviting more canvassing teams, so the space for observers may be limited. We are looking into live streaming on our Facebook page.

## 7. Election Judge Division

Chief Judge and Provisional Judge training began on September 28, 2024, and will continue through October 12, 2024. There are 849 judges currently assigned to polling places for Election Day. We have scheduled additional voting operations training classes, on Tuesday, October 8<sup>th</sup> @ 5 PM and Wednesday, October 9<sup>th</sup> @ 1 PM. Additional classes will be planned as needed.

**Total Election Judges Assigned to a Polling Place  
in MDVOTERS**

	DEM	REP	NON	Totals
TOTALS	488	204	157	849

## 8. Network and IT Support Division

Drop Box cameras were deployed and set up with the help of County DPW on Sept. 19 & 20. 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.

## 10. MD Voters/Special Projects

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. Affirmation of Oath – Staff Member. Ms. Costello administered oath to Ms. Fallon Wilson.
- B. Municipal Election Update – City of Frederick – Ms. Wagner discussed the recent City Charter Amendments passed recently, including expanding from 5 members to 7 members (5 from member-districts and 2 at large). No word yet on Ranked Choice Voting. Further discussion on possible change in State Board policy and ensuing legislation in the 2025 Session to address the amount of administrative support provided by local boards of elections to Maryland municipalities for their municipal elections.

A motion by Ms. McDonald to recess the regular Board meeting at 2:30 p.m. and seconded by Mr. Neeves to convene the Board of Canvassers meeting. Motion carried unanimously.

## **BOARD OF CANVASSERS MEETING**

- A. Presentation of six additional 2024 Primary election ballots. Ms. McDonald made a motion to reject all six ballots as received too late. Mr. Neeves seconded. Motion passed unanimously to reject all of them.

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

President Costello reconvened the regular board meeting at 2:35 p.m.

## **DISCLOSURES**

Mr. Sowell attended Board of Education forum last Wednesday.

## **NEXT MEETING**

The Board scheduled the next meeting for Wednesday, December 4, 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*

Ms. Mari Lee spoke during the public comment period.

## **ADJOURNMENT**

The motion to adjourn and move into a "closed session" to discuss a personnel issue and a security matter was made by Mr. Wilson seconded by Mr. Neeves and passed unanimously. The meeting adjourned at 2:39 p.m. by Ms. Costello.

## **EXECUTIVE SESSION**

On October 2, 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. Wilson and seconded by Ms. Neeves, the vote was unanimous. The meeting was held to approve the minutes of the August 7 and September 11 meeting, to seek legal guidance, and discuss a security issue. 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.

§3-305(b)(15)

3. related to an assessment, made by or for a governmental entity or maintained by a governmental entity, of the vulnerability of a network to criminal activity; or

(iii) deployments or implementation of security personnel, critical infrastructure, or security devices.

Mary Costello, President, present

Nathaniel C.W. Wilson, Vice President, present

Shirley McDonald, Secretary, present

Ted Neeves, Board Member, present

Michael Sowell, Board Member, absent

Daniel B. Loftus, Board Counsel, present

Anthony Gutierrez, Deputy Director

Barbara Wagner, Director

During the executive session, the only actions taken by the Board was to approve the minutes of the August 7 executive Session on a motion by Mr. Wilson and a second by Mr. Neeves; and the minutes of September 11 on a motion by Mr. Wilson and a second by Mr. Neeves.

A discussion of security, calendar, and the primary election was held.

Motion made at 3:50 pm by Mr. Neeves, seconded by Mr. Wilson for adjournment.

Respectfully

Shirley McDonald

Respectfully submitted by Diane Zepp, Election Program Assistant II

Approved by:

Mary Costello

Mary Costello, Board President

12. 4. 2024

Date