



Frederick County Board of Elections

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MINUTES of the April 10, 2024, Meeting of The Frederick County Board of Elections

The meeting was called to order at 2:02 pm, in person and virtually, by Board President Mary Costello.

PRESENT:

Mary Costello, President
Nathaniel C.W. Wilson, Vice President
Shirley McDonald, Secretary
Michael Sowell, Board Member
Ted Neeves, Board Member [WebEx]
Daniel B. Loftus, Board Counsel
Barbara Wagner, Director [WebEx]
Anthony Gutierrez, Deputy Director
Thomas Coogan, Election Program Manager
Marc Welch, Election Program Supervisor I
Masa Richard, Election Program Assistant I
Brian Blakesley, Election Program Assistant I
M. C. Keegan Ayers, County Council Liaison
[Web Ex]

Mari Lee, self
Thomas Slater, self
Michael Bunitsky, League of Woman Voters
Patti Worsley, self
Jena Ann Struharik, self
Marc Weinberg, self

ADDITIONS/CHANGES TO THE AGENDA

No changes were made to the agenda.

APPROVAL OF BOARD MINUTES

Mr. Wilson made a motion to approve the March 6, 2024, meeting minutes. Ms. McDonald seconded, and the motion passed unanimously.

BOARD COUNSEL REPORT

Mr. Loftus reported no update on the Gibson case. In the Sullivan case, SBE has filed a motion to dismiss. In the Maryland Election Integrity federal case, there is a request for an injunction and an amended filing. Mr. Loftus mentioned a case from Wicomico County but stated that it does not affect the Frederick County Board of Elections.

ELECTION DIRECTOR'S REPORT

April 2024

1. Announcements and Important Meetings

- a. Domestic Mail-In ballots sent 4/2
- b. UOCAVA and Web Delivery Ballots sent 4/1
- c. Pre-Canvass 4/22
- d. 3 Frederick LBE job postings on state personnel website: Specialist I closes Apr 10; IT Specialist I closes Apr 15; EPA II closes Apr 22.

2. Voter Registration

VOTER REGISTRATION STATISTICS REPORT As of 4/10/2024

TOTAL ACTIVE + PENDING:		201,796		
PARTY	ACTIVE	PENDING	TOTAL	PERCENT
DEM	77,652	14	77,666	38.49%
REP	68,014	7	68,021	33.71%
LIB	1,248	0	1,248	0.62%
UNA	53,082	26	53,108	26.32%
OTHERS - TOTAL	1,751	2	1,753	0.87%
TOTAL	201,747	49	201,796	100.00%

VOTER REGISTRATION TRANSACTIONS REPORT Apr-24

Additions to County Registration	1160
Subtractions from County Active Status	733
Party Affiliation Changes	552
Address Changes within Jurisdiction	961
Name Changes	1129

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

CURRENT PENDING VOTERS

As of 4/10/2024

Reason	Number
Confirmation Mail process	1
ID Not Provided	4
ID Not Verified	40
Incomplete Application	4

TOTAL	49
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3. General and Continuing Items – See State Board Election Calendar

4. Voting Systems Division

Equipment allocation has been completed.

Voting machine logic and accuracy has begun. The anticipated date of completion is Friday, April 19, 2024.

Early voting signal testing is underway. Each early voting site was tested in March and will be tested again in late April. All tests have been successful.

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-owned equipment. **Current Status – 98.81%**

5. Voter Registration Division

March - Comprehensive Audit Report – Completed

DHMH List - Completed.

AOC List - Completed.

DHMH, AOC, Pollbook and MVA fuzzy list completed.

We received and processed 4,914 Mail in Ballot Applications via USPS and 4,232 via online applications.

Election Judge Division

Chief Judge and Provisional Judge training began March 27.

Added 5 new Voting Operations training classes.

620 Judges trained as of April 9.

6. Social Media and Website Content

Scheduled social media posts focusing on key voter information continue in this month. 2024 precinct and polling place maps are now posted on the website.

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

969 Judges assigned to Election Day as of April 10
50 Polling Places are fully assigned as of April 10.
Thurmont Early Voting Center is fully assigned.

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.

COUNCIL LIAISON COMMENTS

The County Executive will be releasing her proposed FY25 budget on Monday, April 15th. The Council will hold a public meeting on April 23rd, then meet with departments from April 24th - April 26th.

OLD BUSINESS

A. Extended Hours Pay

The Director requested that the chair entertain a motion to approve paying our 2024 Primary and General Election Judges “extended hours pay” in the event that Early Voting Centers or Election Day polling places are ordered to stay open beyond the 8 p.m. closing time. They would be paid a pro-rated amount times the amount of time they were ordered to remain open. Discussion followed. Mr. Wilson made a motion to vote. Mr. Sowell seconded the motion. The motion was passed unanimously.

B. Legislative Update

Mr. Gutierrez shared updates on the following bills that passed the 2024 Session of the Maryland General Assembly:

HB0014 Election Law - Revisions

HB0333 Election Law – Election Disinformation and Improper Influence Related to Voting

HB0371 Election Law – Recounts – Procedures

HB0585 Protecting Election Officials Act of 2024 (signed into law yesterday)

HB0700 Election Law – Election Judges - Revisions

NEW BUSINESS

A. Supply Verification Form

The Board randomly chose one early voting center and seven precincts to verify the corresponding supply bags. EV-1 Frederick Prospect Center was chosen, along with the following election day polling places: 02-010, 03-001, 03-002, 07-002, 07-003, 16-001 and 19-001.

B. Dropbox Placement/Surveillance

Mr. Coogan thanked the Board of Elections staff and the Frederick County Department of Public Works staff for their fine work in installing the Dropbox surveillance equipment. He shared that all ten Dropbox locations are up and being surveilled.

C. Pre-Canvass – April 22, 2024

The 2024 Primary MIB Canvass-1 will begin on Mon, Apr 22, 2024, here in this office. The public notice has been posted for this event.

DISCLOSURES

Shirley McDonald donated \$83 to the Democratic Central Committee, Frederick County.

NEXT MEETING

The Board scheduled the next meeting for Wednesday, May 1, 2024, at 2:00 pm at 8490 Progress Drive. (If necessary, due to other election-related commitments, it may need to be cancelled.)

PUBLIC COMMENT

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

Thomas Slater, Mari Lee, Marc Weinberg spoke during the public comment period.

ADJOURNMENT

The motion to adjourn and move into a “closed session” to discuss personnel issues and to protect the privacy of certain individuals was made by Mr. Sowell, seconded by Mr. Wilson, and passed unanimously. The meeting was called to a close at 2:38 pm by Ms. Costello.

EXECUTIVE SESSION

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.

§3-305 (b)(2) to protect the privacy or reputation of individuals concerning a matter not related to public business.

Mary Costello, President, present
Nathaniel C.W. Wilson, Vice President, present
Shirley McDonald, Secretary, present
Ted Neeves, Board Member, absent Webex not available for Executive Session
Michael Sowell, Board Member, present
Daniel B. Loftus, Board Counsel, present

After a motion from Mr. Sowell, which was seconded by Mr. Wilson, and a unanimous vote, the meeting was called to order at 3:35 by Ms. Costello.

Discussion with counsel to obtain legal advice resulted in one action being taken by the Board in regard to personnel.

A motion to close the meeting was made by Mr. Wilson at 4:30 and seconded by Mr. Sowell, the vote was unanimous.

Respectfully submitted,
Shirley McDonald
Secretary

Respectfully submitted by Masa Richard, Election Program Assistant I

Approved by:

Mary Costello
Mary Costello, Board President

5/1/24
Date