



Frederick County Board of Elections

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

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MINUTES of the August 6, 2025, Meeting of The Frederick County Board of Elections

The meeting was called to order at 2:01 p.m., in person and virtually, by Board President Mary Costello.

PRESENT:

Mary Costello, President	Kelly Foster, Self
Nathaniel C.W. Wilson, Vice President	Dale Livingston, Self
Michael Sowell, Board Member	Fiona Livingston, Self
Daniel B. Loftus, Board Counsel	Kat Harper, Self
Barbara Wagner, Election Director	Winston Mann, Self
Anthony Gutierrez, Deputy Director	Shelley M Aloi, FCRCC
Tom Coogan, Election Program Manager II	Stephen Slater, Self
Marc Welch, Special Projects Manager	Demetrios Vlassopoulos, Self
Jeremy Levin, Election Program Manager I	Robert Callahan, Self
Brian Blakesley, Election IT Specialist	Mari Lee, FCDCC
William Guzman, Election Program Assistant I	
Diane Zepp, Election Program Assistant II	
	Virtual:
	Shirley McDonald, Secretary
	Ted Neeves, Board Member

ADDITIONS/CHANGES TO THE AGENDA

No additions

APPROVAL OF BOARD MINUTES

Mr. Sowell made a motion to accept July 9, 2025, minutes as presented. Mr. Wilson seconded. The motion passed unanimously.

COUNCIL LIAISON COMMENTS

No report.

BOARD COUNSEL REPORT

Mr. Loftus reported on 2 lawsuits: The De la Roca lawsuit motion to dismiss was granted but an appeal has been filed with the 4th Circuit. The Attorney General has filed a motion to dismiss the Bryson case.

ELECTION DIRECTOR'S REPORT

August 2025

Announcements and Important Meetings

- In accordance with the new E.L. 2-208, we have begun the new Board meeting Recording and Archiving process.

1. Voter Registration

<u>VOTER REGISTRATION STATISTICS REPORT</u>					<u>As of 8/6/2025</u>
<u>TOTAL ACTIVE + PENDING:</u>					<u>209,597</u>
<u>PARTY</u>	<u>ACTIVE</u>	<u>PENDING</u>	<u>TOTAL</u>	<u>PERCENT</u>	
DEM	79,513	40	79,553	37.96%	
REP	69,825	27	69,852	33.33%	
LIB	1,108	2	1,110	0.53%	
UNA	56,821	51	56,872	27.13%	
OTHERS - TOTAL	2,206	4	2,210	1.05%	
<u>TOTAL</u>	<u>209,473</u>	<u>124</u>	<u>209,597</u>	<u>100.00%</u>	

<u>VOTER REGISTRATION TRANSACTIONS REPORT</u>		<u>July 2025</u>
Additions to County Registration		1038
Subtractions from County Active Status		671
Party Affiliation Changes		329
Address Changes within Jurisdiction		865
Name Changes		470

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

CURRENT PENDING VOTERS As of 8/6/2025

<u>Reason</u>	<u>Number</u>
Confirmation Mail process	2
ID Not Provided	13
ID Not Verified	98

Incomplete Application	11
TOTAL	124

2. Administration & Reception Division

We are onboarding 1 new employee this month and continue to support the VR division in batch management and candidate filing as well as undertaking incoming and outgoing mailing procedures.

3. Voting Systems Division

The Voting System Division is current with the routine charging cycle of the year for all DS200 scanners and Ballot Marking Devices (BMDs) to ensure optimal battery performance for upcoming elections. The third routine charging cycle of the year for all Electronic Pollbooks will begin in August.

The Voting System Division has been working on supporting the documentation required for the presentation of our Polling Place Plan. These documents are required by SBE for their eventual consideration and approval.

4. Voter Registration Division

Completed July ERIC, COP Audit, DHMH Report, and AOC Report
 Completed the Quarterly AOC, DHMH, Century Club Fuzzy list, and Jury list.
 Staff is reviewing and updating SOPs as needed.
 MAEO VR meeting scheduled for August 12.

5. Mail-In Ballot / Official Ballot Drop Boxes Section

Election Center Webinar on Mail-in Ballots scheduled for August 12.
 MAEO MIB meeting scheduled for August 21.

6. Election Judge Division

The office has an upcoming outreach event at Frederick's "In the Streets" on September 13. We expect a large turnout again this year at this popular event.

Last month we conducted two other outreach/recruitment events. On July 12, we hosted the first "Election Worker Appreciation Night" at the Frederick Keys Baseball Stadium. On July 19, 2025, we were honored to be a part of the 2nd Annual Veterans Appreciation Event hosted by the Frederick Health Village. Both events were well attended.

Our next monthly Voter Registration Distribution (VRD) training course is scheduled for Wed, August 27 at 2 p.m. Currently we have approximately 10 people who have signed up to attend. We will also be conducting a training course for the Frederick County

League of Women Voters. Interested people can use the online portal on our website to sign up for a future training session.

We continue to process interest letters from prospective Election Judges for the 2026 elections as well as gathering information on our returning Judges and their availability. Now is the perfect time to contact us about serving as an Election Judge for the 2026 Gubernatorial elections.

7. GIS and Special Projects

The 2026 Election Plan project is underway with MOUs, site surveys and data updates ongoing.

The 2025 Street File Cleanup project launched on August 1, 2025. This project seeks to review and update street files to ensure address accuracy and verify residential status. The project involves reviewing street file records that touch or cross county boundaries, precinct boundaries, and the Pennsylvania state boundary. The project is scheduled to be completed by October 31, 2025.

Work continues on the implementation of new GIS election management tools by County GIS. These tools will help improve processes and data collection for election operations, results and outreach.

The division continues to provide networking and technical support for office operations.

8. Building Management

To maintain a high level of staff safety, we are continuing to run emergency drills.

With all new staff integrated into the County COOP Plan, we're preparing to conduct training sessions to highlight its significance.

Preparations are underway for the relocation of our mailroom to a new, more secure location, ensuring a safer environment for mail processing.

Recently staff participated in packing 500 bags in connection with "Blessings in a Backpack". A video was shown to give insight to the event.

OLD BUSINESS

No old business.

NEW BUSINESS

- A. Swearing-In of new Board of Elections staff – the Board President swore-in one new staff member.
- B. 2026 Polling Place Plan – The Director and the Election Supervisor presented her proposed 2026 Election Plan including her recommendations for the 5 Early Voting Centers, the Election Day polling places and the Ballot Drop Box locations. Information on ways to give public testimony on the proposed plan was presented and will be posted on our website

soon.

DISCLOSURES

No disclosures.

NEXT MEETING

The next scheduled Board meeting will be Wednesday, September 10, 2025, at 2:00 p.m. 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

Kelly Foster, Winston Mann, and Kat Harper spoke during public comment.

ADJOURNMENT

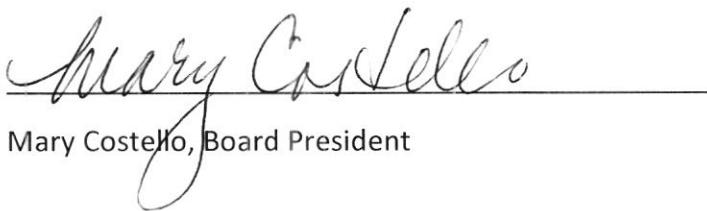
A motion to adjourn the open meetings by Mr. Sowell and seconded by Mr. Wilson. Motion passed unanimously at 2:36 p.m. The meeting adjourned at 2:36 p.m. by Mrs. Costello.

EXECUTIVE SESSION

No Executive Session.

Respectfully submitted by Diane Zepp, Election Program Assistant II.

Approved by:

 
Mary Costello, Board President Date