

APPROVED

May 19, 2008

**MEETING OF THE MONTGOMERY COUNTY BOARD OF ELECTIONS
751 Twinbrook Parkway, Rockville, Maryland**

In Attendance:

Board Members:

Samuel Statland, President
Nancy Dacek, Secretary
John Sullivan
Nahid Khozeimeh
Jerrold Garson
Lucia Nazarian

Staff:

Margaret Jurgensen, Director
Sara Harris, Deputy Election Director
Leslie Hatch, Election Judge Coordinator
Betty Ann Lucey, Registration Manager
Paul Valette, Operations Manager
Kevin Karpinski, Esq., Attorney
Marjorie Roher, Administrative Specialist
Renee Adams, Election Aide

Guests:

Barbara Powell, Montgomery County Republican Central Committee
Barbara Sanders, League of Women Voters of Montgomery County

Mr. Statland called the meeting to order at 11:07 a.m.

Additions/Changes to the Agenda

Ms. Jurgensen stated that there is an addition to Old Business and one addition to New Business. Ms. Jurgensen reported that Bobbie Payne's mother passed away this weekend and she wanted to thank Ms. Payne for attending the canvass this morning. Ms. Roher stated that there are late arrival absentee ballots from the County Council District 4 Special Primary Election for the Board to review under New Business. Mr. Statland requested an Executive Session.

Approval of April 25, 2008 Minutes

Minutes from the April 25, 2008 meeting were distributed for review. Ms. Hatch requested a minor correction. A motion was made by Mrs. Khozeimeh to approve the April 25, 2008 minutes as amended. The motion was seconded by Mr. Garson and carried unanimously.

Status Report

State Board of Elections

Ms. Jurgensen announced that ballot proofing is completed and the ballot for the Congressional District 4 Special General Election went to print on Friday. She noted that she was notified that Rock the Vote conducted a Voter Registration Drive and Montgomery County should expect approximately 1,000 registrations.

Election Judge Update

Ms. Jurgensen explained stability issues facing the Access data base. She announced that the county allocated funds for the creation of an Election Worker and Facilities module in the county budget so we can move to a stable platform for the 2010 Elections. Mr. Valette stated that he doesn't believe that the 2008 General Election can run on the data base that is currently being used. Ms. Hatch explained the issues with the data base that include system crashes, user lock-outs, and files that are not saving. Mrs. Dacek asked who would handle the problems with the data base and Ms. Hatch responded that the Department of Technology Services would. Ms. Roher reminded the Board that no work can begin until July 1 when the funds become available. Mr. Garson asked if the county is aware that the data base is having problems and if there is another software available that could be of use, and Ms. Jurgensen responded that the county is aware and the Access data base is the best system available.

Mrs. Harris announced that an offer has been extended to the new IT Specialist and she anticipates a start date of next Monday contingent upon Occupational Medical staff's review of records.

Media/Visitor Schedule for Council District 4 Special General Election Day

Ms. Roher announced that she only had a few phone calls from the media. She stated that she received one request for visitor credentials for the June 17 election from the Center for Democracy and Election Management from visitors from the Middle East while she was on leave and noted that she will contact them later this week. Mrs. Harris stated that the Election Director in Wicomico County has spoken to both her and Ms. Jurgensen about visiting the BOE office and a polling place on Election Day.

Budget

Ms. Jurgensen announced that the budget is in the red and she is working to minimize overtime. Ms. Roher stated that she has received the bill from SBE for FY07 as promised with a due date of May 2nd. She noted that the state was notified that the funds were not available and explained that she will know at a later date how it will be paid. Mr. Statland wants a letter to be sent to the State about the budgeting system. Mr. Garson discussed budget issues and noted that the budgeting issues should be addressed at a State Board of Elections meeting. Ms. Jurgensen recommended that Mrs. Harris attend the SBE meeting to address the issues with the billing. A motion was made by Mrs. Dacek to write a letter to MAEO expressing concern about the billing. The motion was seconded by Mr. Sullivan and carried unanimously.

Facility Issues

Ms. Jurgensen stated that there were problems with air conditioning condensers in the lower warehouse. She noted that she is expecting to hear that a new condenser is needed. Ms. Roher reported on the recent County Council session where she and Mrs. Harris provided comments regarding the three options provided by the County Executive for future facility needs. Ms. Roher explained that the three options were to renovate Broome, relocate to the GE Technical Park, or to relocate to leased space. She noted that after presenting the Council with concerns regarding the GE Technical Park, the Council members thought it would be better to relocate to leased space and added funding to cover the cost of the lease. Ms. Roher stated that she is in the process of working on a Decision Memorandum for the identified site, which is currently under review by the Department of Public Works and Transportation, and once it is signed the location will be made public. Ms. Roher added that she had been notified that CSAAC is vacating the Broome building and that space will be used for election judge training and, possibly, storage of absentee ballots for the November election.

Old Business

County Council District 4 Special General Election

Ms. Jurgensen announced that the Special General Election results were posted on Friday. She distributed copies of the nursing home report to the Board to review. Ms. Jurgensen noted that she received a preliminary report for the voting units that indicated 2947 were prepared for use in the Primary, 2801 were deployed, and 32 units did not function properly. She stated that 402 EPBs were prepared for use in the Council District 4 Special Primary Election of which 252 units were deployed with 5 units not functioning. Ms. Jurgensen noted that the biggest issues were with the printers. Mrs. Dacek commented that judges should call the day before if cords are missing so cords can be delivered to the judges on Election Day. Ms. Jurgensen noted that colored tape will be used to identify cords to reduce the amount of errors. Mr. Garson expressed concern regarding the error on the sample ballots and suggested that future sample ballots be put

on the website so more people can view them to reduce the amount of errors. Ms. Jurgensen agreed that the optical scan ballot for the Congressional District 4 General Election would be posted immediately.

New Business

Congressional District 4 Special General

Ms. Jurgensen announced that the ballots are at the printer, and the timeline has been posted on the website. She stated that the deadline for voter registration is May 30, 2008, at 9:00 p.m.

Late Absentee Ballots

Ms. Roher distributed two absentee ballots from the Council District 4 Special Primary Election to the Board for review. The Board rejected the ballots due to untimely receipt.

*** Leslie Hatch, Barbara Powell, and Barbara Sanders left the meeting at 12:03***

Report on the Executive Session

At 12:04 p.m., the Board met in Executive Session pursuant to State Government Article, Sections 10-508(a)(13) and 10-508 (a) to discuss Board Member representation, the State RFP, and minutes from the previous Executive Session.

The Montgomery County Board of Elections met in closed session on this date. The following members of the Board and staff were in attendance: Samuel L. Statland, Nancy Dacek, John J. Sullivan, Nahid Khozeimeh, Jerrold Garson, Lucia Nazarian, Margaret A. Jurgensen, Sara Harris, Kevin Karpinski, Marjorie Roher, and Renee Adams.

Board Representation

Mr. Statland clarified Board representation when attending events.

Development Committee for the State RFP

Mr. Statland and Ms. Jurgensen discussed the State Voting System RFP committee and its duties.

Executive Session Minutes

Ms. Roher distributed minutes from the April 25, 2008, Executive Session for review.

There were no other items discussed in Executive Session.

A motion was made by Mrs. Dacek to adjourn the Executive Session and reconvene in regular session. The motion was seconded by Mr. Sullivan and carried unanimously, with the Board reconvening in regular session at 12:32 p.m.

Executive Session Minutes

A motion was made by Mrs. Dacek to approve the Executive Minutes from the April 25, 2008, meeting as submitted. The motion was seconded by Mr. Garson and carried unanimously.

Future Meetings

- A. June 6, 2008- Public Testing of Voting Equipment- 3:00 p.m.
- B. June 12, 2008- Supply Inspection- 5:00 p.m.
- C. June 17, 2008 – Election Day- 10:00 a.m.
- D. June 19, 2008 – 10:00 a.m. Absentee Canvass Begins
- E. June 23, 2008 – 10:00 a.m. Provisional Canvass Begins
- F. June 27, 2008 – 10:00 a.m. Absentee 2 Canvass Begins
- G. June 27, 2008- 11:00 a.m.
- H. July 21, 2008
- I. August 18, 2008 – Tentative
- J. September 15, 2008
- K. October 20, 2008
- L. October 30, 2008 – Supply Inspection-Time TBD
- M. November 4, 2008 – Election Day
- N. November 6, 2008 – 10:00 a.m. – Absentee Canvass Begins
- O. November 10, 2008 – 10:00 a.m. – Provisional Canvass Begins
- P. November 13, 2008 – 10:00 a.m. –Absentee 2 Canvass Begins
- Q. December 15, 2008 - Tentative

Adjournment

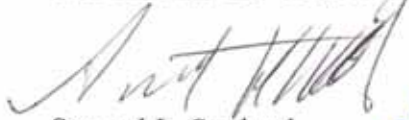
With no further business, a motion was made by Mr. Garson to adjourn the meeting. The motion was seconded by Mr. Sullivan and carried unanimously. The meeting was adjourned at 12:38 p.m.

Respectfully submitted,

Marjorie M. Roher

Marjorie M. Roher
Administrative Specialist

APPROVED BY THE BOARD:



Samuel L. Statland
Board President

APPROVED