

APPROVED

May 10, 2010

MEETING OF THE MONTGOMERY COUNTY BOARD OF ELECTIONS
18753-210 North Frederick Avenue, Gaithersburg, Maryland

In Attendance:

Board Members:

Jerrold Garson, President
John Sullivan, Vice President
Nahid Khozeimeh
Mary Kiraly
Lucia Nazarian

Staff:

Margaret Jurgensen, Director
Sara Harris, Deputy Election Director
Leslie Hatch, Election Judge Manager
Betty Ann Lucey, Voter Registration Manager
Edward O'Neill, IT Specialist
Marjorie Roher, Management and Budget Specialist III
Christine Rzeszut, Operations Manager
Gilberto Zelaya, Outreach Coordinator
Kevin Karpinski, Legal Counsel
Renee Adams, Election Aide

Guests:

Kate Rhudy, Montgomery County Democratic Central Committee
Barbara Sanders, League of Women Voters of Montgomery County

Mr. Garson called the meeting to order and declared a quorum present at 2:31 p.m.

Public Comments

Ms. Jurgensen stated that no one requested to address the Board.

Introduction of New Employees

Mrs. Harris introduced the following new temporary employees who will serve as Election Judge Recruiters: Stephanie Milliner and Frank Haentschke. The Board congratulated the employees on their new positions.

Ms. Jurgensen reported that BOE staff member Ken Perschau was in an accident and stated that anyone is welcome to make a contribution.

Ms. Jurgensen announced that the MAEO ballot is provided in the packet and they are to be received by mail by May 14, 2010, or brought to the MAEO meeting.

*** New employees left the meeting at 2:34 p.m.***

Additions/Changes to the Agenda

Ms. Jurgensen noted that there is an addition of an Executive Session and Facebook presentation at the end of the meeting.

Approval of April 19, 2010 Minutes

Minutes from the April 19, 2010, meeting were distributed for review. A motion was made by Mrs. Khozeimeh to approve the April 19, 2010, minutes as submitted. The motion was seconded by Ms. Kiraly and carried unanimously.

Election Director Status Reports

Budget

Ms. Jurgensen reported that CAO Tim Firestine issued a memo that all discretionary purchases will be suspended and the use of all direct purchases will be restricted for all county departments. She informed the Board that Ms. Roher is at the Council meeting as our FY11 budget is on the Consent Calendar for final approval today. There are no significant changes from our presentation prior to council action. Ms. Jurgensen discussed the budget handout provided in folders. She stated that overall the handout suggests the Board will return \$45,000 to the general fund because all spending is frozen.

Mr. Sullivan entered the meeting at 2:35 p.m.

Voter Registration

Ms. Jurgensen stated that in the packet is a letter to the Attorney General regarding cancellations of registered voters. Mr. Karpinski discussed the letter and noted that he suspects that the Attorney General will send a letter of opinion in the next sixty days. Mr. Sullivan asked if there would be any deletes since this is still pending and Ms. Jurgensen responded no; she has not cancelled anyone. Ms. Jurgensen noted that if she does not receive an opinion by June 16th, she will instruct staff to not make any cancellations.

MD Voters Release

Ms. Jurgensen reported that the new software updates address Early Voting as it impacts the election process, voter history, election worker module, provisional, duplicate voter report, and the overall election.

Election Worker Module

Ms. Jurgensen provided background regarding the election worker module. She stated that the contract with Saber called for an Election Management Software system called MDVoters. In November 2005, it became apparent to her, Susan Campbell, and Paul Valette that the only MDVoters feature working was the ability to create a state wide voter registration data

base. Ms. Jurgensen noted that numerous emails and letters went back and forth between the Board and the State on "Schedule J" of the contract.

Ms. Jurgensen reported that the mainframe system was not designed to address Election Judge needs and staff, consulting with DTS, requested a system to help through the 2006 elections based on an interactive multi-user MS Access data base. She noted that after the 2006 election BOE went back to the state identifying the issues with the MD Voters Election Judge module.

Mr. Jurgensen informed the Board that John Clark, of SBE staff, stated if Montgomery County desired a functioning Election Worker module, Montgomery County would pay the full cost because they considered it an upgrade from "Schedule J". She stated that a letter was sent to Mr. Clark on March 29, 2007, regarding the data migration for the election worker module of MD Voters. At the time, Ms. Jurgensen stated that before the Board of Elections could commit to the expenditure of funds for this project, further clarification was needed on numerous issues. Ms. Jurgensen stated that ultimately SBE's position was Montgomery County was expected to bear the full cost for the state wide system with no input or control. She explained that in speaking with Baltimore City, which chose to move to the Election Worker module without the features described in "Schedule J", the City needed to expend an additional \$200,000 to use the Election Worker module to communicate with the Election Judges. Ms. Jurgensen reported that after further discussion with DTS, the Board, and County Council, it was decided to move our Election Worker module to another platform to meet the needs of a major metro area with Election Day voting. She noted that the Election Worker module was launched last week and Questionnaires were mailed to approximately 8000 interested persons - 1100 election workers have already returned the signed oath, are processed in the system, and able to sign up for classes via internet. Ms. Jurgensen stated that the need is about 2,900; approximately 510 are part-time, closer judges.

Pending Voters

Ms. Jurgensen stated that MD Voters reports the following Pending Voter statistics:

ID Not Provided	607	+	ID Not Provided (Underage)	5	=	612
ID Not Verified	462	+	ID Not Verified (Underage)	4	=	466
Incomplete	17				=	<u>17</u>
Total						1095

Underage Verified? = 346

MDVoters will automatically flip the voter records from Pending to Active when the potential voter turns 18 yrs of age.

Total Pending Voters in MDVoters: = 1441
(Of which 46 are between the ages of 72 & 115)

When the Nursing Home teams go out to register residents they will be instructed to check Box 6C if there are any questions about their ID; current pending residents will be asked to fill out another VRA and check Box 6C.

Ms. Jurgensen reported that at least twice a year a mass mailing is done, usually before schools are out for summer and around Christmas and staff is performing this now. She noted that time permitting, Mrs. Tashof and the temporary staff will place follow-up phone calls. Ms.

Jurgensen reported that Ms. Deausen will email the 22 Pending FBO voters in MDVoters and will follow up with any new FBO Pending.

Ms. Jurgensen stated that SBE is currently pulling Social Security numbers two to three times per week. She reported that designated SBE staff has access to the MVA database and, if a driver's license does not verify, will look it up and inform us of their findings.

***Ms. Roher entered the meeting at 2:43 p.m. ***

High School Registration

Ms. Jurgensen stated that High School mailings are still being processed. She noted that there is a special mailing to inform those eligible of the three voting options: Early Voting, Absentee, and Election Day, which is currently being translated to Spanish.

Polling Place Changes

Ms. Jurgensen reported that Voter Notification Cards are still in the mailing process; completion is expected by the end of the week. She noted that all voters were notified and returns are being processed.

Student Member of the Board

Ms. Jurgensen announced that Allan Xie (Chi) was declared the winner of the student member of the Board of Education Election. There were 65,567 voters that included High School and Middle School students. She reported the following regarding equipment:

- All DREs functioned; one was not used at Gaithersburg High School.
- All functioned EPBs
- Signal strength was fine during test between two sites (Kingsview & Bannecker) between EPB and SBE.

State Board of Elections

Ms. Jurgensen stated that she and Mr. Zelaya attended a MAEO early voting meeting and made suggestions regarding testing for mock elections.

Legislation

Ms. Jurgensen reported that the Governor signed into Law HB 217 and SB 292. She noted that there were changes to the party affiliation deadline, eligibility of 16 year olds to register, and other items. Ms. Jurgensen stated that changes were also made to the make up of the Central Committee members which will impact SBE and the Ballot creation process.

Facility Issues

Ms. Jurgensen stated that there was nothing new to report.

Board Attorney Report

SBE Procedures for Registered Inactive Voters/Cancellations

Mr. Karpinski reported that he had not heard anything from Mr. Vovak. He stated that BOE staff will accept Mr. Vovak's filing, which will then be brought before the Board for recommendation; ultimately the SBE will determine how the name of the filed candidate appears on the ballot.

Early Voting Center Memorandum of Understanding (MOU)

Mr. Karpinski reported that the MOU has been finalized, signed by Ms. Jurgensen, and sent to the County Attorney's office.

Old Business

Ms. Jurgensen reported that there was no old business to discuss.

New Business

Election Day Preparations

Absentee Voting by E-Mail

Ms. Jurgensen reviewed the handout provided in packets regarding absentee e-mail ballots. She stated that in 2008 there were 1379 processed e-mail ballots that were returned and in 2010 there were 1079 email ballot request in queue for overseas voters. The Board had a lengthy discussion on downloading ballots and oaths.

Voter Cancellation

The Board discussed seven individuals who are now able to vote after the passage of SB 28. After a lengthy discussion, Mr. Karpinski agreed to draft a letter to notify the seven individuals that they are able to re-register to vote due to the law change. A motion was made by Mr. Sullivan to send a letter after June 1st to the seven individuals to notify them of the law change. The motion was seconded by Mrs. Khozeimeh and carried with one abstention.

Sample Ballot

Mrs. Harris reported that the sample ballot RFP procurement is in the interview phase and, when completed, the recommendation of the vendor will be forwarded to the Procurement Office.

Facebook Presentation

Ms. Roher discussed the layout the Board of Elections' Facebook page. Overall, the Board was pleased with the Facebook page and made suggestions. Mr. Sullivan asked for a calendar to be included and Ms. Jurgensen responded that she will provide Ms. Roher with the calendar. Ms. Roher stated that as soon as she receives the calendar the Facebook page could go live. Ms. Jurgensen stated that Facebook BOE page will be live by the next meeting. Ms. Jurgensen thanked Ms. Roher and Ms. Wilkins, intern, for developing the Facebook page and noted that the social networking option is a good method to reach young citizens.

*** Mrs. Lucey, Mr. O'Neill, Ms. Rhudy, Ms. Sanders, and Mr. Zelaya
left the meeting at 3:58p.m.***

Report on the Executive Session

The Montgomery County Board of Elections convened in Executive Session at 3:48 p.m., pursuant to State Government Article, Sections 10-508(a), 10-508(a)(13), and 10-508(a)(14) to review minutes from the previous Executive Session and Election Judge Performance comments.

The Montgomery County Board of Elections met in closed session on this date. The following members of the Board and staff were in attendance: Jerrold Garson, John Sullivan, Nahid Khozeimeh, Mary Kiraly, Lucia Nazarian, Margaret A. Jurgensen, Sara Harris, Leslie Hatch, Marjorie Roher, Christine Rzeszut, Kevin Karpinski, and Renee Adams.

Executive Session Minutes

Ms. Roher distributed minutes from the April 19, 2010, Executive Session for review.

Election Judge Performance Comments

The Board had a lengthy discussion on Election Judge Performance.

There were no other items discussed in Executive Session.

A motion was made by Mrs. Khozeimeh 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 4:17 p.m.

Executive Session Minutes

A motion was made by Mr. Sullivan to approve the Executive Session Minutes from the April 19, 2010, meeting as amended. The motion was seconded by Mrs. Khozeimeh and carried unanimously.

Election Judge Performance Notation

A motion was made by Mr. Sullivan for staff not to include performance notes on election judges in the election worker module. The motion was seconded by Mrs. Khozeimeh and carried unanimously.

Future Meetings

- A. June 14, 2010
- B. July 19, 2010
- C. August 16, 2010
- D. September 14, 2010 - Election Day
- E. September 16, 2010 - 10:00 a.m. - Absentee Canvass
- F. September 22, 2010 - 10:00 a.m. - Provisional Canvass
- G. September 24, 2010 - 10:00 a.m. - Absentee II Canvass
- H. September 24, 2010 - 2:30 p.m. - *tentative*
- I. October 18, 2010
- J. November 2, 2010 - Election Day
- K. November 4, 2010 - 10:00 a.m. - Absentee Canvass
- L. November 10, 2010 - 10:00 a.m. - Provisional Canvass
- M. November 12, 2010 - 10:00 a.m. - Absentee II Canvass
- N. November 12, 2010 - 2:30 p.m. - *tentative*
- O. December 13, 2010 - *tentative*

Adjournment

With no further business, a motion was made by Mrs. Khozeimeh to adjourn the meeting. The motion was seconded by Mr. Sullivan and carried unanimously. The meeting was adjourned at 4:21 p.m.

APPROVED

Respectfully submitted,

Marjorie M. Roher

Marjorie M. Roher
Management & Budget Specialist III

APPROVED BY THE BOARD:

Jerrold S. Garson

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Board President