

APPROVED

May 21, 2012

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

In Attendance:

Board Members:

Mary Ann Keeffe, President
Donice Jeter, Vice President
Nancy Dacek, Secretary
Graciela Rivera-Oven
Nahid Khozeimeh
David Naimon
Jacqueline Phillips

Legal Counsel:

Kevin Karpinski

Staff:

Margaret Jurgensen, Election Director
Laletta Dorsey, Program Specialist
Sara Harris
Lisa Merino, Election Aide II
Barbara Payne, Absentee Coordinator
Marjorie Roher, Management and Budget Specialist
Christine Rzeszut, Operations Manager
Alan Vinh, Information Technology Manager

Guests:

Kalrika Ellsworth
Cathy Drzyzgula
Mayor Sydney Katz
Dolly Kildee
Jo Ellen Kuney
Barbara Sanders
Michael Subin

Convene the Meeting and Declare a Quorum Present

Ms. Keeffe called the meeting to order and declared a quorum present at 2:30 p.m.

Public Comments

Ms. Keeffe asked if there were any public comments. Ms. Roher stated that there were several, many of which regard polling place changes. She noted a redistricting timeline was available in the Board packet as well as emails that were provided in advance. Ms. Roher stated that an individual requested to address the Board regarding Precinct 13-47 this afternoon and was not able to attend; however, he has been rescheduled for the June Board Meeting. Ms. Keeffe asked if there were any submitted comments from the individual who could not attend as she would like to take their comments into consideration before making any decisions next month. Ms. Roher responded that she would contact him to request submission of comments. Four speakers will be addressing the Board.

Ms. Dolly Kildee, Liaison for the Montgomery County Democratic Central Committee, commented on polling place changes, construction sites, notification of precinct changes, voter registration, electioneering boundaries and other general issues. (See comments attached 1A) Ms. Keeffe stated that redistricting of School Board boundaries and budget constraints had an impact with changes made and staff will look into all of the Committee's concerns. Mrs. Rivera-Oven asked if there were any concerns other than physical precinct changes. Ms. Kildee stated that voters also expressed concern with electioneering boundary changes. She commented on Ms. Keeffe's statement regarding the Board of Education boundaries, asking if they make a difference since everybody votes for all of the Board of Education nominees. Ms. Keeffe stated that it is a State legal requirement that a precinct cannot be in multiple districts. Mrs. Dacek stated the Board made every effort to ask for an increase in budget, and was not successful, which was reflected in some of the precinct changes. She noted that because such impactful changes had been made, it is likely that fewer changes will occur later. Ms. Keeffe and Mrs. Dacek noted that it is a difficult thing to make everybody happy. Ms. Keeffe thanked Ms. Kildee for her time and comments.

Cathy Drzyzgula, Council Member, City of Gaithersburg, commented on polling place changes, lack of public notice, closure of Precinct 09-01, access to Asbury and the Oaks at Old Towne. (See comments attached 1B) Ms. Drzyzgula noted that each precinct must be uniform within the same district; however, there are still polling places that house more than one Precinct. Ms. Keeffe stated that although rare, permission may be needed from the State to have one polling place with two different precincts. Ms. Jurgensen stated she would check and verify if that is correct, adding that historically there have been issues with two precincts at one location, noting that areas must be distinctly split to easily identify the distinction of the two precincts. Ms. Keeffe thanked Ms. Drzyzgula for her comments and noted that staff will look into her concerns.

Gaithersburg Mayor, Sydney Katz, commented on changes and accessibility to Precincts 09-01, 09-16, and 09-15 in the City of Gaithersburg. (See comments attached 1C) Mrs. Dacek stated Asbury was very happy and cooperative with having outside voters on campus, adding that she agrees with concerns regarding the ease of access to the elderly from The Oaks at Old Towne to Watkins Mill Elementary School, noting that a shuttle bus should make access easier. She added that unfortunately there is not enough money for everyone to walk to their polling place. Ms. Keeffe stated that Mayor Katz noted serious considerations and she will have staff look into his concerns. Mrs. Rivera-Oven wanted to clarify if Mayor Katz and Council Member

Drzyzgula want the BOE to look into moving a precinct back to Gaithersburg Elementary School. Mayor Katz agreed. Mrs. Rivera-Oven acknowledged that new housing is being built which will increase voter population. Mayor Katz asked Mrs. Rivera-Oven to provide him with a list of questions that she would like answered to help the Board in their decision making.

Jo Ellen Kuney, resident of The Oaks at Old Towne, commented on the move from the previous WSSC Depot location. (See comments attached 1D) Mrs. Dacek asked if the disabled residents at The Oaks had difficulty with access to WSSC (previous polling place) due to the railroad. Ms. Kuney responded no, they gained access via the sidewalk and experienced no issues with access. Mrs. Dacek asked if The Oaks provides a shuttle for the residents, Ms. Kuney stated yes; however, the bus is small and it is difficult for the residents to schedule noting that it is more of an obstacle. Mrs. Dacek stated there are other options to vote; Absentee Voting and Early Voting. Ms. Kuney responded the Early Voting sites are too far, and voters prefer to vote on Election Day. Ms. Phillips asked if it would help if a Board Member wrote a letter or held a meeting to discuss issues in advance of a change. Ms. Kuney stated she didn't think so. Ms. Keeffe thanked Ms. Kuney for her comments adding that staff will look into her concerns.

Ms. Keeffe thanked all the speakers and noted that staff will be looking into every issue and will be in touch if necessary.

*** Kalrika Ellsworth, Cathy Drzyzgula, Mayor Sydney Katz, and Jo Ellen Kuney left the room at 3:05 p.m. ***

Additions/Changes to the Agenda

Ms. Jurgensen requested an Executive Session.

Approval of April 16, 2012, Minutes

Minutes from the April 16, 2012, Board meeting were distributed for review. A motion was made by Mrs. Dacek to approve the minutes. The motion was seconded by Mrs. Jeter and carried unanimously.

Approval of Canvass Minutes from the Presidential Primary Election

Minutes from the Absentee I, Absentee II and Provisional Canvasses were distributed for review. A motion was made by Mrs. Dacek to approve the minutes. The motion was seconded by Mrs. Rivera-Oven and carried unanimously.

Board Committee Reports

No reports were discussed.

Election Director Reports

Budget

Ms. Jurgensen stated that Ms. Roher would review the budget spreadsheet. Ms. Roher reviewed the spreadsheet noting it was for the period ending April 30, 2012. She added that there should be a slight surplus depending on the State billing currently pending. A copy of the Third Quarter Analysis that was submitted to the Office of Management and Budget was provided to the Board for review. A revised overtime spreadsheet showing the SBE Ballot error was reviewed, Ms. Roher stated the spreadsheet was mailed with the letter to the SBE.

Ms. Jurgensen noted she attended an Election Director's meeting with other counties regarding their overtime costs for the CD 6 and CD 8 ballot error. When she heard their costs, and realized how much lower they were, she asked Mr. Vinh to review IT costs in greater detail. The original amount calculated was changed as a result of this and the letter was edited prior to mailing. Ms. Keeffe requested a copy of the letter be sent to her.

Ms. Keeffe asked what would happen with a year end surplus. Ms. Jurgensen stated that any surplus would be allocated to the General Fund. Ms. Keeffe commented that a year end surplus is not good budgeting and could be as bad as a deficit. Ms. Roher stated that the shortage in election judges should be considered, as what was budgeted for stipends and what was actually paid out were significantly different. Mr. Naimon expressed concern with line 61932 rentals/lease pointing to a huge discrepancy in the budgeted amount. Ms. Roher noted the amount budgeted was at the direction of SBE, adding that three more invoices will still be coming from the State which will reduce the amount. Mrs. Rivera-Oven asked if any surplus could be used for media outreach, education, or mailings to where precincts have been changed. Ms. Phillips asked if carts with wheels could be purchased to move the bags taken to polling places. Ms. Jurgensen noted the mailings and the use of new carts will be explored adding new name tags will be used for the General Election. Ms. Keeffe stated she would like to form a three person committee of the Board to work with staff regarding budget issues, adding Mrs. Jeter and Mr. Naimon as the majority party have agreed to serve on the committee the minority party will confer and let Ms. Keeffe know.

Ms. Roher briefed the Board on the FY13 budget stating Council has made their final appropriation of \$6,175,309 as a result of increasing personnel cost, overtime costs, sample ballot postage, attorney fees, and advertising costs. Ms. Keeffe asked that written documentation be sent to the Board when available.

Voter Registration

Ms. Jurgensen stated that Voter Registration has been processing applications that arrived through the closing deadline of voter registration, as well as the OLVR program. Ms. Jurgensen noted that petitions will be received by the State then dispersed to the LBE's at the beginning of June.

State Board of Elections

Ms. Jurgensen stated notification was sent Friday from the SBE notifying they are still in the process of finalizing the revised Absentee Ballot Application. LBE's are still required to process requests for electronic ballots from domestic, military, and overseas voters. When everything is finalized, we will contact the voters and ask them for a mailing address to send the ballot to. Mr. Karpinski stated due to changes anticipated from the Attorney General's Office, only the military and overseas voters will be eligible to request an email ballot in the General Election. Everything is expected to be finalized next month with a quorum present. Ms. Jurgensen stated that Montgomery County receives on-going requests for absentee ballots and has instructed staff to delete the e-mail address from the applications posted on the website to reduce the demand for emails before the revised application is finalized. She added if the county gives the option to voter, they will expect a ballot in this method and may miss the opportunity to receive a mailed ballot in a timely manner.

Ms. Jurgensen stated that SBE was going to release their contractor, Cirdan, to be replaced with state employees and would not be able to hire until after July 1, 2012. However, SBE has worked out a way to keep the Regional Managers under contract with Cirdan through the 2012 Presidential General Election. She noted that SBE will not begin the process to fill the newly created State Regional Manager positions until after the election.

Board Attorney Report

Petition Case

Mr. Karpinski distributed the motion for summary judgment that was filed with the County on May 17, 2012. The BOE response is due June 6, 2012, with a hearing before Judge Johnson June 18, and a trial on June 25, 2012. Mr. Karpinski stated he would go into further detail during Executive Session.

Mr. Karpinski followed up, at the request of Ms. Keefe, on the letter sent to Attorney General Gansler requesting the Attorney General's Office take the defense of the Montgomery County Board of Elections given the fact that State policies are at issue. Mr. Karpinski spoke with Mr. Darcey about two weeks ago about following up with the Chief of Litigation to find out what their position could be. He added that after briefly speaking with Mr. Darcey this morning he will have an answer from him today. Mr. Karpinski noted that in Hartford County, where there was a similar issue, the Attorney General decided they would monitor the case but would not take the defense of Hartford County Board of Elections.

Mr. Karpinski stated the Court of Appeals released an opinion today in the Libertarian Case. He has not reviewed it in its entirety, but briefly read that the court rejected the argument, which means that in the totality of circumstances a person who is a registered voter can sign petitions. They have not overruled Doe, and Doe is still the law in the State of Maryland. Mr. Karpinski stated he will email the opinion to the Board by tomorrow afternoon unless the Board requests a hard copy.

Mr. Karpinski briefed the Board regarding the Ambulance fee, adding he has spoken with the lawyer representing the FOP and no decision had been made as to how they intend to proceed. Mrs. Dacek asked how the signatures are required to be gathered. Mr. Karpinski responded they must be gathered consistent with the opinions issued from the Doe, Fire and Rescue, and Libertarian cases.

Redistricting

Mr. Karpinski reported that four challenges were filed, noting the State's response is due May 31, 2012. He added that Judge Wilner ordered a hearing for this Wednesday, May 23, 2012, to discuss further briefing and discovery issues.

2012 Presidential Primary Election

Absentee Voting

Bobbie Payne, Absentee Coordinator, reported on the 2012 Primary Election. A report was made available to the Board. (See report attached 2A) Ms. Phillips asked if there is a way that Absentee Ballot requests could be tracked; Ms. Payne responded the "Track my Mail" system records and scans each ballot that is sent out. Ms. Jurgensen stated the "Track my Mail" system was one of the benefits to using Runbeck; in the past when the BOE mailed ballots, we could only track when they were received at Shady Grove Post Office. Mrs. Jeter asked if a list of U.S. Postal Offices closing in the county was available. Mrs. Harris responded only a small annex off of Gaither Road would be closing, and it would not impact operations.

Ms. Keeffe asked what happens to Absentee Ballots dropped off at polling places, noting that more training needs to be instilled with the Judges so that ballots are not left at polling place that have to be rejected. Ms. Payne stated that a Chief Judge should acknowledge, and the voter should be aware, that the ballot will not be counted if left at a polling place. Ms. Jurgensen added if a voter decides not to follow instructions, it is the voter's choice. Ms. Phillips asked if a sign can be posted at polling places. Ms. Jurgensen noted that for the General Election signs will be posted with instructions, as well as a quiz question "What to do if..." during the judge training process. She added that in the 10 years she has been Election Director this was the first time ballots were dropped off at a polling place. When the BOE mailed ballots there were more specific and highlighted instructions to catch the voter's attention and now with the use of Runbeck that is not the case, which may have contributed to the issue. Ms. Jurgensen stated that she has discussed the issue with Runbeck and SBE to prevent a recurrence.

Ms. Phillips asked if a voter requests an absentee ballot whether their name is taken off the register. Ms. Payne stated that when an absentee ballot is issued, their name on the register reflects Absentee status; however, if they decide to go to their polling place at the last minute, they will be able to vote a provisional ballot only. Ms. Keeffe thanked Ms. Payne for her report.

Information Technology

Alan Vinh, Information Technology Manager, reported on the 2012 Primary Election. A report was made available to the Board. (See report attached 2B) Ms. Keefe asked if every polling place requires phone accessibility. Ms. Jurgensen responded yes, and in sites that do not have access to land lines personal cell phones are used. The Board expressed concern with some polling places phone lines not working, asking if polling place lines are checked. Ms. Jurgensen responded that every polling place telephone connection is tested and checked and staff will be sent out before the General Election for additional testing and functionality. Ms. Keefe noted that it is a very impressive operation and thanked Mr. Vinh for his report.

Voter Registration

Laletta Dorsey, Program Specialist, reported on the 2012 Primary Election. A report was made available to the Board. (See report attached 2C) Ms. Phillips asked for clarification of the National Change of Address (NCOA) process and Ms. Jurgensen briefly explained the process to the Board. Mr. Naimon expressed concern with the ability of someone other than the voter changing an address erroneously. Ms. Jurgensen and Mrs. Harris explained the State procedure, noting the change typically comes from the U.S. Postal Service although, the voter may not have changed their voter registration information. She added the practice is used in other counties.

*** Ms. Keefe and Mr. Subin left the room at 4:54 p.m. ***

Mr. Naimon believes notification should be sent to both the old and new locations, and is concerned that there is too much reliance on the vendor. Ms. Jurgensen noted that VRS has worked with LBE's for more than 10 years. Mrs. Harris added that VRS is very experienced with election mailings. Mr. Naimon insisted that anyone can change an address by going to the U.S. Postal Service change of address website, noting that it would not be appropriate for the BOE to change a Voter Registration address if it were changed by an unauthorized person. Ms. Jurgensen stated Federal law permits us to use NCOA and the BOE was one of the last to go on board with the process and did it in response to complaints from county and state office holders related to non-current voters on the voter file. She will confer with VRS to express the Boards concerns.

Ms. Phillips asked if any required documentation is needed to prove citizenship when applying to register to vote. Ms. Jurgensen responded that voters sign a Maryland oath verifying they are 18 years old and a U.S. citizen. They are also required to provide at least the last 4 digits of their social security number and/or driver's license number. No documentation is required; however, the information provided is verified.

*** Ms. Keefe and Mr. Subin returned to the room at 5:02 p.m. ***

Mrs. Dacek asked when names were expunged from the database the last time. Ms. Jurgensen responded the State removed names in January 2011. Ms. Keefe thanked Ms. Dorsey for her report.

*** Ms. Payne left the room at 5:07 p.m. ***

Old Business

Ms. Jurgensen updated the Board stating that Early Voting information is currently posted at the top of the BOE website. She reported that thank you letters were mailed to the Nursing Home volunteers as well as the letters to students whose registration forms arrived too late. Ms. Jurgensen stated the letter to Ms. Stefanie Weldon will be mailed after the signature of Ms. Keffe. She added the 10% verification documents were submitted to SBE promptly and certification was submitted on April 17, 2012, to SBE. She reported that the Election Judge stipend checks were mailed May 15, 2012.

New Business

Ms. Keffe requested that Mr. Subin address the Board regarding the use of county employees as election judges. Mike Subin, the County Executive's liaison for the Montgomery County Board of Elections, noted he was very impressed by the aggressive agenda today.

Mr. Subin stated he's had numerous conversations with Ms. Jurgensen regarding election judges and how to get county employees to volunteer. He reported that according to the ruling from the County Attorney's Office, an employee could not take Administrative Leave and be paid by the county and receive a subsidy for the day. However, an employee could take vacation time and receive the stipend. He stated he and Ms. Jurgensen reviewed the State Election Law and found that State Law mandates State employees be given Administrative Leave and receive compensation. This information was passed on to Ed Lattner, Assistant County Attorney, who will go to the Ethics Commission and ask for an exception for county employees who are volunteering to be election judges. Mr. Subin commented on another issue regarding the long hours as well as the training and the meeting the night before election stating \$100 is about .59 cents an hour. He stated the things the ACAO, Ms. Jurgensen, and himself were able to agree upon:

1. County employees and how they were to be treated - goes to Ethics in June
2. Section 203 of Voting Rights Acts requirements regarding language proficient individuals

Ms. Keffe asked how this was not an issue in the past. Mr. Subin stated someone discovered it was an Ethics violation to receive Administrative Leave and a stipend. Mr. Subin noted State law requires election judges must receive compensation and it cannot be waived. Ms. Jurgensen stated the end result is Mr. Lattner will go to the Ethics Committee to allow county employees to work with the BOE.

2012 Presidential General Election Preparation

Electioneering Boundaries

Ms. Keffe requested this item be carried over to the June 18, Board Meeting.

Future Meetings

Ms. Keeffe requested that the June Board meeting start at 2:00 p.m. the Board and staff agreed.

Board Calendar

- A. July 16, 2012 – 2:30 p.m.
- B. August 20, 2012 – *Tentative*
- C. September 10, 2012 – 2:30 p.m.
- D. October 15, 2012 – 2:30 p.m. – Board Meeting and Early Voting Supply Cage Check
- E. October 19, 2012 – Early Voting Public Testing – 10:00 a.m. – 1:00 p.m.
- F. October 27, 2012 – Early Voting – 9:00 a.m. – 11:00 a.m.
- G. October 27– November 1, 2012 – Early Voting (available during voting hours by cell)
- H. October 29, 2012 – Election Day Public Testing – 9:00 a.m.
- I. November 1, 2012 – Review Canvass Procedure – 4:30 p.m. – 5:30 p.m.
Supply Bag Check – 5:30 p.m. – 7:00 p.m.
- J. November 5, 2012 - Polling Place Check – 6:00 p.m. – 9:00 p.m.
- K. November 6, 2012 – Election Day – (phones on at 6:00 a.m. coverage until midnight)
- L. November 8, 2012 – Absentee I Canvass Begins – 10:00 a.m. – 7:00 p.m.
- M. November 14, 2012 – Provisional Canvass Begins – 10:00 a.m. – 7:00 p.m.
- N. November 16, 2012 – Absentee II Canvass Begins – 10:00 a.m. – 7:00 p.m.
- O. November 19, 2012 – *Tentative*
- P. December 17, 2012 – *Tentative*

Mrs. Khozeimeh made a motion to convene in Executive Session. The motion was seconded by Mrs. River-Oven and carried unanimously.

Report on Executive Session

The Montgomery County Board of Elections convened in Executive Session at 5:33 p.m., pursuant to State Government Article, Sections 10-508(a)(1)(ii), 10-508(a)(7), 10-508(a)(13) and 10-508(a) to discuss the budget, FOP lawsuit, and Executive Minutes.

The Montgomery County Board of Elections met in closed session on this date. The following members of the Board and staff were in attendance: Mary Ann Keeffe, Donice Jeter, Nancy Dacek, Nahid Khozeimeh, Graciela Rivera-Oven, David Naimon, Jacqueline Phillips, Kevin Karpinski, Margaret Jurgensen, Sara Harris, Marjorie Roher, and Lisa Merino.

The Board reviewed the Executive Session Minutes.

Mr. Karpinski discussed the FOP Lawsuit.

The Board discussed the budget.

With no further business, a motion was made by Mrs. Dacek to adjourn the Executive Session. The motion was seconded by Mrs. Khozeimeh and carried unanimously. The Board reconvened in Regular Session at 6:12 p.m.

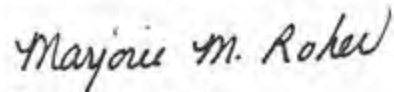
Executive Session Minutes

Mrs. Jeter made a motion to accept the Executive Session Minutes. The motion was seconded by Mrs. Rivera-Oven and carried unanimously.

Adjournment

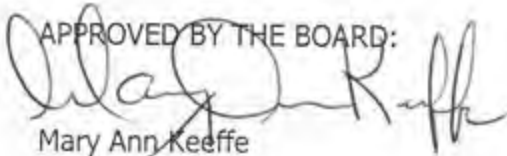
With no further business Mrs. Khozeimeh moved to adjourn the Regular Session. The motion was seconded by Mrs. Rivera-Oven and carried unanimously. The meeting was adjourned at 6:13 p.m.

Respectfully Submitted,



Marjorie M. Roher
Management & Budget Specialist III

APPROVED BY THE BOARD:



Mary Ann Keefe
President

APPROVED

Good afternoon Madam Chair, Board Members and Staff.

My name is Dolly Kildee and I'm the liaison for the Montgomery County Democratic Central Committee.

The first part of my statement deals with special issues and concerns that came to our attention at the primary. I'll briefly touch on those issues, but attached to my statement will be a more detailed explanation. The second part will be questions we have about decisions you've made this past year with the redistricting and what your plans are for the future.

First the election issues:

Polling Place Changes.

1. Precincts 4-29 and 4-20 in District 15. Voters must pass the polls at which they traditionally voted, to travel to new and distant polling places.
2. Precinct 13-47 in District 20. They are presenting their own case. We agree with their concerns and support their request that their polling place be moved a 5th time in 7 years to Montgomery College.
3. Precinct 13-34 in District 18 was split. Those voters who remained in 13-34 voted at Kensington Town Hall as always. However, they reside north of the train tracks. And those who reside south of the train tracks where the Town Hall is located and who used to walk to the polls, now vote at the Temple.
4. Precincts 5-05 and 5-22 in District 20. Another case of switched polling places. Springbrook HS has been in 5-05 but is now in the new 5-22. However, voters from 5-05 still vote there, while the voters in the new precinct 5-22 in which Springbrook is located vote at Burnt Mills ES which is in 5-05.
5. Precinct 9-16 votes at WSSC Gaithersburg Depot. A retirement community that walked to the polls was taken out of 9-16 and put into 9-15 which votes at Watkins Mill ES. This is a couple of miles away and there is no convenient transportation to it. We support the City of Gaithersburg's request that they be returned to 9-16.
6. Precinct 9-01 was deleted. Part of the community was sent to 9-02 and part to 0-9-28. There were many complications with this change. They are being addressed by the City of Gaithersburg. We support their request for a change.
7. Precinct 13-46 in District 19. They voted for 40 years at the Children's Learning Center, many walkers. Two years ago, without explanation, the polling place was moved to Lucy Barnsley ES which is in the center of precinct 13-52. It is not walker friendly and not easily accessible. They would like it changed back to the Learning Center.

8. Precinct 13-32 in District 18. The entrance to Glenhaven ES was changed and there was not adequate signage. As a result, voters especially disabled voters from the Inwood House, had to negotiate unfamiliar territory, wound up at the front entrance only to be told that they had to backtrack to a new location. This resulted in a disabled individual having trouble with the new arrangement and falling over in her wheel chair. People there helped her and were eventually able to get her back safely to the Inwood House. Two people from the BOE investigated and ultimately authorized opening the front entrance to the school. We ask that the change to the front of the building be made permanent. Also a factor is that there may not be adequate lighting in November when there are shorter daylight hours.

Construction sites.

1. Precinct 5-14 in District 20. Broad Acres ES. Construction & construction vehicles blocked access to the parking. Calls were made to the County Executive's office, WSSC and other officials. Work finally ceased at 4:00. We ask that someone check if the construction is scheduled during the general election, and if so, could you arrange to halt work for the day.
2. Precinct 09-02. Construction of Gaithersburg HS. There are 2 sets of double doors. There were confusing signs as to which door to use. One set was locked and the others were difficult to open. Very confusing for the voters. The judge was asked to prop the door open. He said the custodian said no, it was a security issue. This will be an issue in November. Could you please look into improving this situation?

Notification of precinct change.

1. Precinct 4-15 in District 18. Many voters were not aware that their precinct had been changed. They requested better notification before the general election.
2. Precinct 9-01 was deleted and split between 9-02 and 9-15. There were no signs at Gaithersburg ES, their prior polling place, notifying voters where to vote.

Voter Registration

1. Precinct 9-11 in District 39 is concerned that the BOE holds voter registration drives in other libraries, but not the temporary Gaithersburg library site at Lakeforest Mall. BOE staff advised the precinct chair that people could come to the BOE site. The chair says this is not acceptable as this site is not easy to find and many people in Montgomery Village rely on public transportation. She notes that there is space for a card table in the Gaithersburg Library.

The above are all issues received from Democratic officials to date. If we receive any additional ones we will forward them to you.

General Issues

1. A recurring theme through all the communications we received is that voting is being made more difficult and contributes to lower turnout. This is of great concern to us and has prompted us to try to look at the whole picture. We have looked at some information from before my appointment that was made available to us and these are concerns that we request that you address.
2. Roughly 16 precincts were deleted and 10 new precincts were created. What determined that these precincts should be deleted and the new precincts created? Some precincts were deleted that had over 1,000 voters while new ones were created with as little as 25 voters.
3. Although combined precincts are to have identical legislative, congressional and council districts, there are precincts that vote at the same polling place but are in different districts.
4. The Board's preferred combined precinct voter count is approximately 3500 to 3800 average. Only 15 of the 238 precincts are above the average of 3,650. What does that mean for the remaining precincts? Will they be combined to about half their number?
5. Cost was mentioned as a factor. Has more funding been requested to cover the cost of keeping the polling places intact?

We respectfully request a timely response to our questions, hopefully 30 days, so we may proceed accordingly.

Thank you.

Issues added to statement of Dolly Kildee for Montgomery County Democratic Central Committee.

Electioneering Boundaries

1. Precinct 8-2 Greenwood Elementary School. Due to what is apparently a computer error, the north "no electioneering" sign was placed about 50 to 70 feet further away than it has been in the past. The election judge refused to change the position of the sign on his own because he had been instructed to place the sign at that point by a computer printout.
2. Precinct 7-26 Friendship Heights Village Center. The judge originally set the boundary about 150 feet from the door but after showing him the map we had the boundary moved back. However, there was then a question about the sidewalk being blocked. The boundary should be set at an appropriate place within the 100 feet that doesn't block the sidewalk.
3. Precinct 7-18 Washington Waldorf School. This boundary line puts the table in the road in front of the building. The judge has always moved the line himself to make it safe. This should be made permanent.
4. Precinct 4-13 Farmland Elementary School. This boundary should be placed closer to keep campaigners out of the parking lot.
5. Precinct 4-17 Luxmanor Elementary. More handicapped parking is needed for a busy election.
6. Precinct 7-25 Grosvenor School Center. This boundary should be closer to the door. As it is, campaigners block the sidewalk or hang out in the parking lot/roadway. Moving the boundary closer to the door will allow electioneering on the much broader pathway to the door, leaving more space for voters to get by.

PRELIMINARY REPORT OF THE VOTER PROTECTION COMMITTEE FOR THE 2012 EARLY VOTING AND PRIMARY ELECTIONS

Abstract

With the exception of several boundary issues, including one construction problem at Broad Acres Elementary School-D20/05-14, and a significant boundary problem at the Marilyn Praisner Community Recreation Center-D14/08-23, the primary (including early voting) went well. There were no reports of voter intimidation or unreasonable challenges by poll watchers. A full report will be completed on or before April 30.

Report

Team Assignments

During early voting, lawyers were assigned to each of the 5 polling places. On Primary Day, at least 2 lawyers were assigned to blocks of precincts that coincided with the precincts covered by our area coordinators. Janet Williams served as the call center coordinator for the Voter Protection Team. There were no reported incidences regarding voting rights. Poll watchers were exemplary, and BoE officials were observed to be helpful to all voters.

Boundary Problems and Other Issues

Here is a partial list of boundary problems and the solution or result.

PROBLEM: 13-47 Handicapped access door was broken and the door opener broken.
SOLUTION-BoE contacted.

PROBLEM: 4-29 and 4-20 in D15: Residents must pass their neighborhood polling places, in which they have traditionally voted, to travel to new and distant polling places. Precinct officials hope this will be resolved before general.

SOLUTION: This is a result of redistricting. Further information from the two precincts is forthcoming.

PROBLEM-5-05 in D20: Voting situation similar to 4-29 & 4-20. Also hope for resolution before general.

SOLUTION: This is a result of redistricting. Further information from the two precincts is forthcoming.

PROBLEM: 5-14 in D20: Construction and construction vehicles at Broad Acres Elementary School blocked access. Cars could not pull in to park. Official was asked to call Janet Williams.

SOLUTION: The construction is a long-term WSSC project. Construction was being done at or near the school that week because of spring break. Calls were made to the County Executives' office, WSSC and to other officials.

Construction work ceased around 4pm.

PROBLEM: Sen. Garagiola's campaign called to say that another campaign was ignoring the electioneering boundary rules. He was given numbers for legal team.

SOLUTION: Stan Gildenhorn checked on the complaint which turned out to be a misunderstanding that escalated into an argument. Problem solved.

PROBLEM: Pamela Queen notified us that a complaint had been made at precinct 5-12 that campaign literature was being thrown in trash cans in over the parking lots - especially literature for Ben Cardin.

SOLUTION: Karla Walker checked on the complaint. The new precinct chair forgot to place stones or some other type of paperweight on the campaign literature. As a result, the wind blew much of it off the table and over the area. Well-meaning citizens placed much of it in the trash.

Going Forward

Precinct officials have been asked to forward reports to the voter protection team and the precinct organization team. A full report will be submitted by the end of this month. All problems have been submitted to the BoE along with suggested resolutions. Voter Protection plans to meet with Dolly Kildee and Mary Ann Keffe before the next BoE meeting.

Voter Protection will check with the County and the local utility companies regarding construction projects during the times of early voting and the general election.

Having a designated person to act as a call center coordinator worked very well. We will update our FAQ's to reflect the name and number of the coordinator.

We recruit voter protection volunteers from now until a week before the start of early voting. Training for lawyers, poll watchers and other activists will take place on several dates TBA.

Respectfully Submitted,
The Voter Protection Team

Charlotte Crutchfield
Hoan Dang
Stan Gildenhorn
Jonathan Prutow
Karla Walker

Date: Fri, 18 May 2012 11:50:00 -0400
From: joan@easternvillage.org
To: elections@montgomerycountymd.gov
CC: daniel.c.adcock@gmail.com; dollykildee@hotmail.com; karladwalker@msn.com; stephan.sylvan@gmail.com
Subject: Moving polling place 13-47 back into our precinct

Mary Ann Keefe, President Montgomery County Board of Elections,

As the precinct chair of Precinct 13-47 I am writing to explain why we believe our polling place should be returned back into our precinct in South Silver Spring.

Our last polling place assigned to us for the Primary, and what we are objecting to, is the Downtown Silver Spring Civic Building, It is not within walking distance for many of our residents, especially those who are elderly and disabled. .Before the Civic Building, we were at NOAA (and before that the Bennington, and before that the Baptist Church across from Whole Foods). We have been moved 4 times in 7 years!

The reason our polling place was changed for the Primary from NOAA to the Civic Building was the cost for renting NOAA, but the Civic Center site is remarkably distant from our previous NOAA voting site. Indeed, that move from NOAA to the Civic Center was the greatest distance of any of the 25 precincts relocated during the most recent round of voting site re-locations.

We, in Precinct 13-47 believe that our polling place should be in our precinct, and Montgomery College Performing Arts Center.on the corner of Georgia and 410 is the perfect central location. Provost Brad Stewart is in favor of it, but I am not sure who has the final say.

One of the unique characteristics of our precinct is that it is a high-density, walkable community with not one single-family home. Precinct 13-47 also has the second highest number of voters of any of the recently relocated voting sites. I think what is especially important for this community, is to have a permanent, central location in the precinct, such as the College Performing Arts Center.

I personally have talked to many people at my Eastern Village Co-housing (EVC) Condominium who did not vote in the Primary because of the distance to the Civic Building. And because so many of our residents do not have cars, that site would continue to be problematic.

So, probably most important is that we need a permanent location in our own precinct that will not be moved again!

Stephan Fineberg Sylvan, one of our Eastern Village residents, is scheduled to give comments supporting our polling place move at your Monday meeting. Unfortunately, I will be out of town (for a granddaughter's high school graduation!) and can't be there.

I urge the Board to act favorably on this request at your earliest opportunity.

Thank you,

~Joan King
Democratic Precinct Chair 13-47
301-587-4440

Chris Rzeszult,

Thank you again for meeting me last Thursday morning to inspect the Montgomery College Performing Arts Center as a possible voting site for Precinct 13-47. .

Although I understand there are difficulties involved in moving any polling place, I am encouraged that you are seriously considering our request.

As you are aware, this Montgomery College site is centrally located within Precinct 13-47, and is quite near numerous recently constructed or rehabilitated large South Silver Spring residential buildings. These include two new residential buildings currently being completed on 13th Street just across Georgia Avenue, a short walk to the College Arts Center. On the other hand, the Civic Center site to which we have recently been moved is outside this precinct and is remarkably distant from our previous NOAA voting site. Indeed, that move from NOAA to the Civic Center was the greatest distance of any of the 25 precincts relocated during the most recent round of voting site relocations.

One of the unique characteristics of our precinct is that it is a high-density, walkable community with not one single-family home. Precinct 13-47 also has the second highest number of voters of any of the recently relocated voting sites. I think what is especially important for this community, which has had its polling place moved four times in seven years, is to have a permanent, central location in the precinct, such as the College Performing Arts Center.

As I told you Thursday, I personally have talked to many people at my Eastern Village Co-housing (EVC) Condominium who did not vote in the Primary because of the distance to the Civic Building. And with many of our residents without cars, that site would continue to be problematic.

I understand you will be considering all of these facts as you develop a recommendation. If there is any other information you need, please let me know.

Unfortunately I will be out of town on May 21, and can't attend the meeting but there will be other 13-47 residents at the meeting and EVC resident Stephan Sylvan is scheduled to speak.

Thank you for all your work on this and I'll be looking forward to hearing about the meeting.

Joan King
Democratic Precinct Chair
301-587-4440

Subject:Re: 13-47 change from NOAA to SS Civic Center

Date:Mon, 16 Apr 2012 23:17:15 -0400

From:Barbara Sanders <sandersh@verizon.net>

Reply-To:BSanders@TerpAlum.umd.edu

To:joan@eastervillage.org

CC:Dolly Kildee <dollykildee@hotmail.com>

Hi, Joan,

I spoke with Operations chief, Chris Rzeszut, after today's Board meeting, as well as to Dolly Kildee, the Democratic Party representative, who also observes the Board meetings. Chris mentioned that the NOAA site was extremely expensive, not only for the rental of the facility, but the need for three security guards throughout the day - one for front entrance and one for the back, and someone to relieve both of them. She also mentioned she had also contacted several of the residential buildings, including returning to the Bennington, without success. I suggested the local precinct residents might want to encourage one of the residences to offer their facilities at a lower rental cost to have the polling place returned to a closer site, and she agreed that would be great. Chris did not explore using the Montgomery College facility prior to this election, and said it might be something to explore if she is directed to do so,

The Board suggested any comments or issues concerning the primary election be provided to the Board of Elections for discussion at its May 21st meeting. Dolly mentioned Karla and Dan were the best recipients of your concerns, since they are merging all of the party issues into a single document to provide to the Board.

Again, good luck on your efforts to move the precinct location,

Barbara Sanders

BSanders@TerpAlum.umd.edu

301-587-1323

On 4/15/2012 3:26 PM, Joan King wrote:

Karla, Dan,

I am forwarding some significant information I recently received from Barbara Sanders.

I think the facts are clear. Of the 25 precincts being relocated, Precinct 13-47 has the 2nd highest number of voters, and is being moved a considerable distance.. What is most important about being the distance is that many voters in 13-47 have no cars. We are a high-density, walkable area with not one single-family home.

NOAA is not perfect, but it is located pretty much in the geographical center of the precinct, and totally preferable to the Civic Building which is not only far away, but also NOT easily accessible for the disabled. They must go to the rear doors of the building, and it is not clear whether the doors can be opened by a person in a wheelchair.

I personally have talked to many people in my Eastern Village Co-housing Condo, who did not vote in the Primary because of the location of our polling place. It is also worth mentioning that this move to the Civic Building is the 4th move of our precinct in SEVEN years. This, I believe, is totally unacceptable. I am sorry I did not know this re-location was being considered, so it could have been fully discussed at the time.

Being moved back to NOAA for the general election would not seem like a change to many Precinct 13-47 voters who do not vote in primaries, or who believe the Civic Building was a temporary place--somehow connected to early voting. For these reasons going back to NOAA would cause the least disruption. However, if that is impossible, the Montgomery College Performing Arts Center at the corner of Georgia and East-West Highway (410) has adequate space, accessibility, parking, and it is in the boundaries of the 13-47 precinct

What I need to know now, however, is what, if any, role I have in the process of changing our precinct from the Civic Building before the important general election? Is there something I should be doing? Should I be formally contacting County Council members? Congressman Van Hollen's office has indicated an interest, and I will be sending information to his office also.

Please let me know what I should do.

Until,
~Joan

----- Original Message -----

Subject: 13-47 change from NOAA to SS Civic Center

Date: Sat, 14 Apr 2012 15:06:40 -0400

From: Barbara Sanders <sandersh@verizon.net>

To: Joan King <joan@easternvillage.org>

CC: Darian Unger <darianunger@yahoo.com>, Chris Rzeszut <Nancy.Rzeszut@montgomerycountymd.gov>

Hi, Joan,

I was finally able to unearth my papers on the polling place changes made in the fall, as an LWV observer of the local Board of Elections meetings. Looking at a 11/14 draft of polling place changes, precinct 13-47 here is what I found:

- a) 13-47 was only one of two of the proposed 25 changes that was due to cost reduction. The other precinct was 07-12, moving B-CC Fire and Rescue to B-CC Regional Center, and ultimately it ended up at the Bethesda Library, but it also had electioneering issues beyond the cost reduction.
- b) The chart does not indicate the cost savings, but it is listed as a permanent change.
- c) It also was similar to 12 of the 17 that were being relocated (not being newly created or split off) in that the polling location is not located within the boundaries of the precinct.
- d) Your precinct was the second highest in number of voters, 3,556 vs. the high of 4,098, of all the precincts being changed.
- e) Most importantly to the issues you raised with me, your former and current locations are the most distant from each other of those specifying the distance: 2.35 miles vs only one other at 2.3 miles and the rest 1.13 to as close as .21 miles.

All of these factors - costs, number of voters, distance between locations, use of "free" facilities - were considered when the mergers, redistricting and precinct polling place changes were considered by the staff (Ms. Chris Rzeszut coordinated, cc'd above) and the Board in approving the changes.

As the primary vote count is certified, the staff will be able to tell if the change lowered the turnout relative to what would be expected from past elections, relative to the county turnout. I think you have several points in your favor to asking for a reconsideration:

- a) distance between the locations, especially with a population that is in a "walkable" high density area and a significant number of regular voters in wheelchairs.
- b) no direct bus service (with the Metro station in between) and taking a lot of voters substantially out of their normal daily commuting area if they use Metro or go downtown DC;
- c) the need to cross both the Metro track barrier and Georgia Avenue, and then get into the Downtown Silver Spring development; and
- d) the proposal of an alternate site (Montgomery College's Art Center at Georgia and Philadelphia-410).
- e) the use of other college campus sites as precinct polling places (including Shady Grove)

I would work with the local elected officials and the Democratic party precinct hierarchy, to contact Mary Ann Keefe, the President of Board of Elections, about your concerns. There is a meeting on Monday afternoon at 2:30 pm that I plan to attend, but a request for public comment is to requested by COB the preceding Friday. I am hoping Chris might have time to provide me with any other reasons for this change and whether the Montgomery College campus was considered, since I did not see any particular mentions of 13-47 in the Board discussion minutes. I know parking is tight there, but if it more walkable from the community that might be less of a problem.

Please let me know if you would like to come along on Monday afternoon, or if I have neglected to provide you with something I promised, or if you have any questions. It was great to talk to you and I hope this was helpful.

Fondly,
Barbara Sanders
301-587-1323
sandersh@verizon.net

Hi, my name is Patricia Bradley and I am Vice Chair of Precinct 4-15. The main problem I encountered was people not knowing their precinct had changed. There should be better advertising of the change. Although, there was low turnout, I had to tell at least 20 people they were at the wrong precinct.
Hope this is helpful.

To: Karla Walker and the MCDCC
From: Roger Kingsley, Area Coordinator 20.5

There were boundary changes in precincts that I cover. Specifically, Precinct 05-05 was split because an additional area was added, making the precinct too large. So, the Mo. Co. Brd. of Elections split off the northern part of 05-05 and created a new precinct, 05-22. The new precinct is about half the size of the old one. But the real problem is the way they established polling places. Precinct 05-05 always voted at Springbrook H.S. But now, the school is no longer in 05-05. It's in 05-22. Yet the voters of 05-05 still vote there. And the new precinct votes at Burnt Mills Elementary even though it's not within the boundaries of 05-22. It should be the reverse. Precinct 05-05 should vote at Burnt Mills which is in that precinct and Precinct 05-22 should vote at Springbrook which is in that precinct.

I called the Board of Elections which provided me with the new precinct maps but had no justification for assigning polling places that are not in the precinct voting there. On election day, I asked judges at Burnt Mills about this and was told that the Board of Elections did it this way because 05-05 has more voters and Springbrook is a larger facility. This is a ridiculous reason for the change. In the past, Springbrook has often been the polling place for two precincts, with one voting in the cafeteria and the other in the gym. If they insist on keeping 05-05 at Springbrook (even though the school is now outside the precinct boundaries), at least they should have the precinct that the school is located in vote there (05-22) as well. Both can be accommodated.

The importance of this is that I heard from several voters in my neighborhood, which is in 05-22, who were very upset at having to vote at a new location further away. For some less enthusiastic voters, this undoubtedly resulted in their not going to the polls at all. We activists and regular voters may not mind the small inconvenience, but others do and we should oppose anything that reduces turnout. So, for this reason as well as the simple logic of voters going to a polling place that is in their precinct, the Brd. of Elections needs to change this setup for the general election this November.

My precinct, 13-34, was cut in half with the new boundaries. The result? 13-34 votes at Kensington Town Hall as always. But now all our voters reside north of the train tracks. Those who live south of the tracks who have walked to vote - some all their voting lives - now must vote at the at the Temple. Lots of head shaking and complaints. 2 elderly women who don't drive or have cars and have always walked to the Town Hall (remember these are dedicated voters out to vote in a Primary) had to vote provisionally.

Not good I would say, in fact senseless planning.

Abigail Adelman Chair 13-34

RE: Precinct 13-46 which currently votes at Lucy Barnsley ES.

For more than 40 years, we voted in the precinct at the old English Manor Elementary School, now called the Children's Learning Center. People walked to the polls. There was none or only one step into the building depending on the door used to enter.

Two years ago, without explanation, the polling place was moved to Barnsley, which is centered in 13-52. This is not walker friendly for those of us in 13-46 and there are lots of steps. There is a ramp which is not readily seen and one must park at the side of the building to avoid a set of steps to the ramp. In short, it is inconvenient for our voters.

The Children's Learning Center is a Kosher facility and judges were asked not to bring non kosher food into the facility or a request similar to that. If that is the reason the poll was moved, I think it is wrong to inconvenience all the voters of 13-46 so that a few judges can have a ham and cheese sandwich. If there is another reason, we would like to know what it was.

Walter Petzold
Chair, 13-46

I have a concern about voter registration in Gaithersburg. The BoE has held voter registrations in all other county libraries but since we have a temporary (small) library in Gaithersburg, they have not had any in Gburg. This is especially important for those potential voters in Montgomery Village, many of whom rely on public transportation. I have brought this to the attention of the BoE and their answer is that people who live in Gburg can go to their office to register. Sounds good unless you have ever gone to their office which is well off the beaten path and not somewhere that anybody would be for any other reason. So someone would have to make a special trip (if they can even find it behind the warehouses!). And if they came by bus it is a bit of a steep walk of about 1/3 mile to get there. I doubt that many people would take the time and trouble. While the Gaithersburg library is small, there is room for a card table there. And Lakeforest Mall (where it is located) had lots of room for a voter registration table in the center area.

Susan Reiter
Precinct 9-11
301-977-4986

Hi Karla,
I'd be happy to talk to you about the incident but I actually wasn't at the precinct when it occurred. Since I'm the Area Coordinator for the precinct, Diane Lynne, the Precinct Chair called to let me know what happened. When I arrived the woman in question had apparently returned to Inwood House and an individual from the Board of Elections had met with her and done a preliminary investigation. While I was there an attorney for the Board of Elections arrived and continued with the investigation. After I left the precinct Diane called to tell me that the attorney authorized opening the main entrance and that she had relocated to the front of the school. I do not know if the attorney ever met with the woman from Inwood House. If you would still like to talk to me that would be fine but I think that you'll get first hand information from Diane and her Vice Chair, Jane Shafritz.
Rich

Vic/Alan/Gabe,

An issue developed today at the Glenhaven ES due primarily to the relocation of the entrance to the polling place. As a result of this new location all voters and especially the disabled voters from the Inwood House had to negotiate unfamiliar territory and often wound up at the front entrance only to discover that they had to back track to the new location. This was due in part to inadequate signage by the Board of Elections. All this lead to a disabled individual having trouble with the new arrangement and falling over in her wheel chair. Diane/Jane and at least one elections judge were able to assist her and ultimately get her safely back to Inwood House. Two people from the Board of Elections, one of whom is an attorney, investigated the incident and ultimately authorized opening the front entrance to the school. Another problem with the new location, which is accessible from what is essentially a service road off of Inwood, is that there may not be adequate lighting especially during the General Election in November when there are shorter daylight hours. I certainly hope that the change to the front of the building that was authorized late today will be permanent and hope that you can encourage the Board of Elections to do so. I think I captured what happened and the issues involved, if not I cc'd both Diane and Jane on this message so they can provide any additional information or correct any of my statements that may be inaccurate.

Thanks,

Rich

Testimony before the Montgomery County Board of Elections, May 21, 2012

Cathy Drzyzgula, resident of the former precinct 09-01, Gaithersburg Elementary School

16 Walker Ave., Gaithersburg MD 20877

As you know the Board has had a continuing dialogue with me and the City of Gaithersburg regarding polling place changes made for the current election cycle. We are concerned about lack of public notice regarding the changes, the closure of precinct 09-01 including access to Asbury, and access by voters living in senior housing, especially in The Oaks on Chestnut St.

Section 10-101 of the Election Law Code of Maryland includes these requirements for each polling place:

- be located as conveniently as practicable for the majority of registered voters assigned to that polling place and
- whenever practicable be selected and arranged to avoid architectural or other barriers that impede access or voting by elderly and physically disabled voters.

Sending non-residents to vote at Asbury, a locked-gate community not generally open to the public does not meet these requirements. As you can see from the primary election experience, Asbury is just not set up to facilitate visits by outsiders who are not familiar with their campus. I am certain they intend to welcome voters, but everything in their system is set up to exclude outsiders for the benefit of their residents. This can be seen by the fact that they neglected to put up signage at the Oden'hal entrance, and by the fact that the guard at the Russell Ave. gate defaulted to refusing access, when faced with the unexpected request for entry. Asbury will most likely do better with these issues next time, but it is also likely some other impediment will crop up, and the response will again make access more difficult. Even the letter from the Board to City dated April 26 makes it clear that the access issues are still not understood. It states, regarding the pedestrian gate on Russell Ave. "The Board's Attorney visited the polling place via the pedestrian gate at least twice during the day during the day and each time he was able to push it open." The gate pushes open from the INSIDE, to access it from the OUTSIDE you must pull the gate. I entered and exited that way for the primary, using the intercom to get in and double checking on the way out, and the gate was most definitely locked to those on the OUTSIDE.

I thank Mr. Karpinski for forwarding to me the list of people notified about the polling place change hearing held on November 14, 2011. The list does just include elected officials, candidates and members of the Democratic and Republican Central Committees. It clearly does not include anyone who might communicate with the greater than 20 percent of voters not registered with these parties and it also does not include anyone who lives in Precinct 09-01. Clearly this notice cannot meet any public hearing notice requirement, even those who received a notice did so only a few days before the hearing, not any legally defensible period of time. As a result, the polling place changes made were

made without information on the accessibility of the Asbury campus or the needs of seniors living at the Oaks.

The letter from the Board to the City indicates that it is possible, with permission from the State to change these problematic polling place assignments. I encourage you to take that action. As you do so, I also encourage you to take into account the new residential construction taking place on Diamond Ave. and at Girard and Summit. To the extent that the 09-01 polling place had a lack of voters, these new units will provide as many as 1000 voters, who would be hard to accommodate at the Gaithersburg Middle School polling place which already has over 4000 voters assigned. Thank you for your consideration.

COUNTY BOE MEETING

Thank you for allowing me to speak this afternoon. My name is Sidney Katz and I have the honor of being Mayor of Gaithersburg. We appear before you today, as a follow up to the letters that we sent to you regarding the changes to polling places located within our City.

Voting on election day is a fundamental right and we should be working together to remove any unnecessary barriers that inhibit our residents from exercising this right. Section 10-101 of the Elections Law Article of the Annotated Code of Maryland recognizes this concept in setting out the requirements for polling places to be designated by local elections boards.

As expressed in our letters, the City has concerns with the polling place changes for Precincts 09-01 and 09-16. Initially, let me say that we would encourage this Board to keep the Asbury Community Building as a polling place for the residents of Asbury. Our concern arises from those 800 plus voters who live outside of the Asbury campus who have to travel into the gated community to vote.

The primary election showed that there were issues with access to the Asbury polling site as our residents reported that the pedestrian gate at Russell Avenue was locked during the day, the Russell Avenue entrance gate was closed for a portion of the evening and the location was not well signed. We heard voters complain that they spent a significant amount of time trying to find the polling place once inside the campus and that it was just too difficult to vote there. These citizens had voted for many years at Gaithersburg Elementary School and the polling place change was not well advertised.

With regard to the elimination of the WSSC Gaithersburg Depot polling place, residents of The Oaks at Olde Town, a nearby senior living apartment, complained that they were unable to travel to Watkins Mill Elementary School (Precinct 09-15) to vote. Many of these residents do not have cars and that by eliminating the option of being able to walk to their polling place, they were unable to vote.

The State Elections law requires polling places to "be located as conveniently as practicable for the majority of registered voters assigned to that polling place" and to "whenever practicable, be selected . . . to avoid . . . barriers that impede access or voting by elderly and physically disabled voters." We believe that the changes to the 09-01 and 09-16 polling places do not meet these requirements.

The requirement for non-Asbury residents to access the Asbury campus to vote and for The Oaks residents to travel to Watkins Mill Elementary School creates significant barriers for these voters which could negatively impact voter turnout. We are requesting that you reconsider these precinct changes to provide these voters with a conveniently located polling place.

May 21, 2012

TO: Montgomery County Board of Elections

FR: Jo Ellen Kunej
9 Chestnut Street #417 Gaithersburg, MD 20877

RE: Change in Polling Place for The Oaks at Old Towne

Thank you to the members of the Board of Elections for allowing me to speak today.

I am a resident of The Oaks at Old Towne, a Senior Independent Living apartment complex at 9 Chestnut Street. We have 72 households living at the Oaks.

While some of us are mobile, have our own transportation and are on the younger side of the age requirement, I am here today to speak as an advocate for my neighbors and community members who are in their later years, less mobile and unable to come here today.

The movement of our polling place from its longtime location at the WSCC Depot, which is in walking distance, to the Watkins Mill Elementary School, over a mile away, is a serious problem for many of the residents of the Oaks.

Many of my neighbors are disabled, do not have cars, and frankly are creatures of habit and like to vote on Election Day where they've always voted. I personally heard many complaints and concerns about the move, and was told by several of my neighbors that they were unable to vote in the last election. They just couldn't get there and didn't understand why they had to go so far, when there was a polling place a short distance away.

I am sure this is not the intent of the Board in making this polling place change, but it is functionally serving as a form of voter suppression for some senior and minority residents of the Oaks. Their options are limited as the early voting sites are also far.

I ask that the Board please reconsider this decision and allow the residents of the Oaks the right to vote in their own neighborhood.

Thank you.

Absentee Report for 2012 Primary Election

The Absentee Section has 3 permanent employees and for the 2012 Primary employed 10 temporary employees. Our Nursing Home Teams donated approximately 514 uncompensated hours to the Nursing Home and Assisted Living Program and we are very grateful for their dedication and assistance.

The Absentee Section performs the following duties:

- Distribute Absentee Applications
- Tract the UOCAVA Program (Uniformed and Overseas Citizens Absentee Act)
 - 1) FPCA (Federal Postcard Application)
 - 2) FBO (Federal Ballot Only)
- Nursing Home Vote by Mail /Assisted Program
- In person voting
- Canvass
- Spanish translation of ballot and election related materials
- Ballot inventory/accounting /auditing
- Confirmation mailings (all returned undeliverable mail)
- Respond to phone call and e-mail
- Handle MC 311 service requests

What went right:

The key to the Absentee Section successful 2012 Primary Election was the staff. Montgomery County participated in the State's pilot program engaging a vendor (Runbeck) to mail our ballots. We found the program overall successful. The cost for printing the ballot and mailing estimated \$1.00 per mailing.

The Absentee Canvass ran smoothly. Our employees did an excellent job, and the process ran smoothly with increased the number of Audit Teams.

What happened:

- 6,393 Ballots were issued –
Nursing Home Residents requested 897, but,
276 declined and 621 voted.
- 923 requested e-mailed ballots, but, 298 (140 of whom were
domestic/local voters) failed to vote
625 voted their e-mailed ballots
- 4,756 Ballots were returned

- 4,632 Ballots were accepted

122 Ballots were rejected:

No Signature_____	21
Returned to Polling Place_____	7
Not timely_____	84
Voted more than one ballot_____	6
Identifying Mark_____	1
Board Action_____	3 (e.g. FWAB w/no application)

485 voters received incorrect BS 06 (Democratic ballot Congressional Dist 8) and did not return voted ballots. Approximately 1/3 of those voters were elderly; many of the others do not regularly vote (e.g. has not voted since 2004, 2006, etc.) and some were local voters who chose not to return their ballots.

2012 General Election

Planning:

56,282 ballots were sent in 2008 G

51,387 ballots were returned in 2008 G

Estimate: Add 10% to 2008 totals = 62,535 to send and 57,096 to receive

62,535 – 6,393 already input = 56,142 to be received and put online.

Data Entry does not include labels, scanning, proofing, filing or receiving ballots

Runbeck Absentee Program will be implemented statewide

Staff will perform data entry and proofing and forward to vendor to mail absentee ballots to voter. Staff will mail directly to voter beginning October 30 2012 from Shady Grove Postal facility to expedite delivery of ballots. Based on past behavior of absentee voters requests, the expectation is for 5000 requests to pour into office on the last 24 hours via fax, e-mail and traditional mailing methods.

Nursing Home Program Proactive Measures:

Elections Absentee staff observes that the administration of many of the nursing homes appears to experience high turnover in the role of the nursing home activities director or similar job description. The Board of Election Staff will be required to define our expectations with greater clarity for the program for the upcoming election. The staff

recommends that the participating Nursing Homes and Assisted Living Facilities to provide a secure location/room for voting that **will not be relocated** during the course of our visit.

The Absentee Nursing Home Coordinator will include this information in the initial mailing and attempt to have the activities director sign off on the requirement. The Absentee Nursing Home Coordinator will meet with larger clients prior to visits to outline the Program, discuss the Facility's questions and concerns and, state our expectations; because of the number of nursing homes participating in the program (54 and growing).

Training should stress uniformity and be in a classroom environment and more hands-on; teams should have examples which include ballot accounting. A Lead Team should be assigned to each Nursing Home and should be responsible for picking-up bags, assignments for Teams, Ballot Accounting, and returning bags to the LBE.

Include a Transaction sheet in conjunction with the Ballot Accounting Document to be included in Team Bags so that Lead Team can track exactly what transpired. And, include a check-list of duties and documents.

Conduct Voter Registration drives several months prior to Program visit date to possibly reduce the number of registrations during the Program. Employ use of LWV volunteers and Future Vote Parent Participants at no cost for the agency.

On the day we visit, late Voter address changes should be performed at the Team Leader Table only. Once registered, voters can be sent to Teams for voting assistance.

Eliminate the Nursing Home/Assisted Living Facility Activity Director's name from correspondence as the turn-over rate is so high and Nursing Homes claim late participation requests are frequently caused because named persons no longer are employed at the facility.

Canvass

Staff instituted a new level of accountability during the canvass. The staff in consultation with the Board Attorney developed the Canvass procedures that expedited the absentee processing of the e-mail ballots and improved accountability. A study was conducted. 229 D & Ps were canvassed. One Audit team audited and separated 123 D & Ps in 6 hours (1 team = 12 work hours; $132 \div 12 \text{ hours} = 11$ folders per work hour. Audit is required to confirm the number of ballots to be scanned. This number is verified during the scanning process and recorded on audit sheet

When Audit work teams were increased to 4 teams, 105 D & Ps were audited and separated in 1 hour and 15 minutes (4 teams = 10 work hours; $130 \div 10 \text{ hours} = 10.5$ folders per work hour).

Audit teams can process (audit and separate) 10 D & Ps per hour. Each folder takes approximately 6 minutes to process. This number is approximated based on the small

number of ballots cast in a Primary Election. General Election folders are expected to contain larger numbers of ballots so processing time will likely increase to at least 10 minutes per folder thereby decreasing D & Ps per hour to 6.).

The study indicated some Canvass Team confusion about how to complete folder coversheets. We are redesigning the coversheets to make them more user friendly.

Canvass teams will be trained in advanced of the actual canvass date to improve the processing of documents.

In a General Election the minimum number of Audit teams should be 6 to avoid bottle necks.

UOCAVA (Military and Overseas Voters) Department

Proactive Measures :

Responding to the demands of the UOCAVA laws and the complicated nature of data entry in the MDVoters Absentee and FWAB modules, and to comply with ever-changing requirements the UOCAVA Department will be staffed with a Coordinator who has a supplemental assistant Coordinator and multi-lingual Spanish and another language. During an Election Cycle, the number of UOCAVA staff temporary workers will be increased and those workers should be properly trained in MDVoters in voter registration and absentee process required in the MDVoters registration system. This staff will supplement domestic absentee staff for data entry,

In General

State Board of Elections staff and Runbeck are reviewing the absentee instructions to absentee voter regarding prohibition to deliver voted absentee ballots to polling place.

E-mail response with website upgrade review possible use the "Do Not Respond" option for answers that provide specific link to confirm delivery of ballot to specific inquiries, e.g.: "Did you get my ballot?" to reduce time associated with e-mail responses.

Use Facebook and the LBE website dashboard (after close of Early Voting Centers to reminders that Polling Places cannot accept Absentee Ballots, etc. or Late Absentee information links.

Audit Document

2012 ABSENTEE CANVASS I HEADER

Initials: bp SA/WJ

Date: 04-05-2012

D&P: 02-05

Batch: A B C D E

AM
 Primary

PM
 General

Number of Ballots (not cards) Duplicated 2

Number of Ballots (not cards) in this Folder 11

Number of Cards (not ballots) in this Folder 11

2012 ABSENTEE CANVASS I HEADER

CD: 6

Date: 4/5/12

Start: 454 End: 465

Total cards scanned: _____

Operator: XE Machine No.: #1

Absentee Instructions contained with the ballot

You must mail or hand deliver your absentee ballot to your county board of elections. You cannot email or fax a voted absentee ballot or take your voted ballot to an early voting center or a polling place.

1. If you hand deliver your ballot, you must deliver it to your county board of elections by 8 pm on election day.

2. If you mail your ballot, you must mail it on or before November 6, 2012 (general election), **and** it must be received by your County board of elections by 10 am November 16, 2012 (general election).

Note: If you mail your ballot via a foreign mail system, affix the proper postage to get the ballot into the U.S. postal system. If you mail your ballot from a military post office (APO/FPO) or U.S. embassy or consulate, postage is not required.

I.T. Report for 2012 Presidential Primary Election

Prepared by: Alan Vinh

IT Overview for Conducting Elections: The Information Technology Section is responsible for maintaining, testing, preparing, distributing and accounting for all IT related election equipment. Other support includes call center, set up and tear down services for voting centers, runners on election eve and day, data upload and verification on election night, and canvass support. Our staff consists of three permanent employees; a varying number of temporary and support employees are recruited specifically for elections.

IT Overview for Daily Operations: The IT Section is responsible for security, for maintaining a productive IT environment at the Montgomery County Board of Elections (BOE), for web page maintenance, and for handling all county and state related IT tasks.

Personnel for Conducting the 2012 Primary Election (22 total):

- BOE Permanent IT Employees: 3
- BOE IT Contractor/Consultant: 1
- BOE Trainer Section Employees: 3
- BOE Temporary IT Employees: 6
- Cirdan Employee: 1
- Temporary Agency Employee: 1
- Department of Permitting Services: 3
- Department of Technology Services: 4

I.T. Report for 2012 Presidential Primary Election

Equipment, Documents and Supplies Tested and/or Prepared for the 2012 Primary Election (over 63,591 items processed):

- DREs (Direct-recording Electronic, a.k.a. Touch-Screen Voting Unit): 2,420
- DRE Power Cords: 2,420
- DRE Tamper Tapes: 4,840 (security measure for the memory card)
- DRE External Seals: 4,840 (security measure for the DRE case)
- DRE Padlocks: 2,420 (extra security measure for the DRE case)
- DRE Paper Rolls: 2,420
- DRE Personal Computer Memory Card International Association (PCMCIA) Cards: 2,420
- Power Strips: 784
- Extension Cords: 784
- Voter Access Cards: 12,100
- DRE Supply Bags: 236 (1 per voting center)
- Large Zip Ties for Supply Bags: 236 (1 per voting center)
- EPBs (Electronic Poll Books): 797
- EPB Power Supplies: 797
- EPB Compact Flash (CF) Memory Cards: 797
- EPB Internal Seals: 797 (security measure for the memory card)
- EPB External Seals: 1,594 (security measure for the EPB case)
- EPB Communication Cables: (797 EPBs minus 46 voting centers that use crossover cables) = 751
- EPB Printers: 797
- EPB Printer Power Supplies: 797
- EPB Printer USB Cables: 797
- EPB Printer Cases: 276
- EPB Paper Rolls: (797 printers plus 5 spare rolls per printer) = 4,782
- Optical Scanners: 5
- Optical Scanner Sample Ballots for L&A Testing: ~220
- Optical Scanner L&A Documents: 4 (1 for state, 3 for canvasses)
- Switches: 191
- Switches Power Supply: 191
- Rubber Band Bags: 236 (1 per voting center)
- Rubber Bands: 11800 (50 per voting center)
- DRE Carts: 267
- EPB Carts: 270
- EPB Integrity Reports: 236 (1 per voting center)
- DRE Integrity Reports: 236 (1 per voting center)
- EPB L&A Documents: 797 (1 per unit)
- DRE L&A Documents: 236 (1 per voting center)

I.T. Report for 2012 Presidential Primary Election

Post Election Evaluation of Tasks:

- We depend heavily on temporary IT employees and fortunately we hired an excellent crew for the Primary Election.
- Getting help from other support employees was very important for our success (internal and external help).
- Organizing and better supervision of tasks kept our operations smooth.
- Sorting, checking for damages and preparing our warehouse supplies helped with speeding up all tasks.
 - Power cords, power strips, extension cables, communication cables, USB cables, power supplies, etc.
- Using forms to verify supplies packed for voting centers was very important to our quality control effort.
- Preparing our work stations appropriately for various tasks made our processes more efficient.
- Changing some of our procedures for allocating equipment helped save time and helped with the accounting effort.
- Incorporating multiple steps and checks for the EPB serial and seal numbers added to our quality control effort.
- Delegating the EPB integrity reports to the trainers to record the inner and outer seal numbers was very helpful.
- The use of wireless equipment and process for the EPB bulk updates was very beneficial in saving time and effort.
- Separating the batteries from the EPB printers helped in reducing many printer related problems.
- For early voting tabulations (on election day), processed the complete set of DREs for each voting center (20 or 25 DREs at a time) instead of doing 10 to 15 at a time cut the total processing time from 6 to 4 hours.
- Incorporating multiple steps and checks for the DRE serial, seal and tamper tape numbers added to our quality control effort.
- Using padlocks is an extra security measure to ensure that DREs are not tampered with.
- Adding address labels/tags to the DRE and EPB carts as a quality control effort helped to ensure that the carts were delivered to the correct voting centers.
- The preparation and testing of our optical scanners contributed greatly to the success of our canvass support.

I.T. Report for 2012 Presidential Primary Election

Error Rates from the 10% Verification Task (from the Judges' Logs) – overall accuracy rate 99.995% (5 errors reported for 966 items processed):

Categories	Number of Issues	Total Units	Error Rate
DRE Integrity Report for Serial Number	1	243	0.004%
DRE Integrity Report for Tamper Tape	1	243	0.004%
DRE Integrity Report for Outer Seal	2	243	0.008%
EPB Integrity Report for Serial Number	1	79	0.013%
EPB Integrity Report for Inner Seal	0	79	0.0%
EPB Integrity Report for Outer Seal	0	79	0.0%

Sample DRE Logic and Accuracy Document

Sample _____

LOGIC and ACCURACY CHECK SHEET

Name of Recorder: _____

Date of Test: _____

Modem Equipped (Y / N)

Test Time: Begin: _____ End: _____

If Yes, Modem Serial No: _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	
MID	Record AccuVote-TS Serial Number	Examine TS For Physical Damage, Check Battery Indicator is Green "Charging"	Confirm Version 1.0.2 Build Date June 7, 2002	Confirm Build Number (4.8.A) File Signature & OS Revision 3.0 (Build 125)	Confirm SSL Upgrade	Change Printer Paper Roll	Insert Central Administrator Card	Confirm Time/Date	Update Security Key	Insert PC/MCA Card	Verify Precinct & Unit Number	Print Election Results	Perform Manual Vote & Conduct L&A Test & Record Test Results	Record Total Counts	Print Election Results	Record Battery Charge %	Clear Results	Print Election Results & Verify Ballots Counter Has Reset To Zero	Set For Election & Shutdown AccuVote-TS	Remove Printouts & Place in Precinct Box	Attach Temper Tape / Record Number	Record & Attach Voting Booth Seal & Pad Lock	
0	Serial #																				Tape #	Seal #	
1	Serial #																					Tape #	Seal #
2	Serial #																					Tape #	Seal #
3	Serial #																					Tape #	Seal #
4	Serial #																					Tape #	Seal #
5	Serial #																					Tape #	Seal #
6	Serial #																					Tape #	Seal #
7	Serial #																					Tape #	Seal #
8	Serial #																					Tape #	Seal #
9	Serial #																					Tape #	Seal #
10	Serial #																					Tape #	Seal #
11	Serial #																					Tape #	Seal #
12	Serial #																					Tape #	Seal #
13	Serial #																					Tape #	Seal #
14	Serial #																					Tape #	Seal #
15	Serial #																					Tape #	Seal #
16	Serial #																					Tape #	Seal #
17	Serial #																					Tape #	Seal #
18	Serial #																					Tape #	Seal #
19	Serial #																					Tape #	Seal #

DB Updated: _____

Initials: _____

Sample EPB Integrity Report

Electronic Pollbook Integrity Report

Before: A bipartisan team of election judges must complete this form; print and sign the Zero Reports from each pollbook and attach them to this form BEFORE the polls open.
 After: A bipartisan team of election judges must complete this form; print and sign the Totals Reports from one pollbook and attach it to this form AFTER the polls close.

County: Montgomery District/Precinct: 01-01 Primary/General Election 2012

Part 1: Opening Information					Part 2: During		Part 3: Closing		LBE ONLY			
1	2	3	4	5		1	2	1	2			
Verify Luggage Tag Election District & Precinct Correct	Verify Storage Case Outer Red Seal is intact and matches. Remove and discard.	Verify State Asset Tag # (label on front of Pollbook) matches.	Verify Inner Red Seal is intact (on top lid of pollbook) and matches. DO NOT REMOVE.	Initials of BOTH judges.		If Inner Seal was removed during the day please record reason here. If more room is needed use back of this form.	New Inner Seal #	To Secure Pollbook Case, Obtain NEW Red Plastic Outer Seal from Chief; record #.	Initials of BOTH judges	Receiving Official Initials to confirm delivery to LBE.		
EDP	Red Seal #	State Asset Tag #	Inner Seal #	DEM	REP/OTH	Record		Red Seal #	DEM	REP/OTH	CF Card	E Pollbook
Report any discrepancy to Chief	87197	051912	752109									
	87174	050556	752106									

6. To the best of my knowledge, information at the time of opening IS TRUE and ACCURATE; and (after Pollbooks were turned on) ALL Statistics for "Ballots," "Cards," and "Voters" were Zero on each Pollbook before the polls opened.

_____ DEM Chief Judge _____ REP/OTH Chief Judge

9. To the best of my knowledge, the information at the time of closing IS TRUE and ACCURATE.

_____ DEM Chief Judge _____ REP/OTH Chief Judge

When COMPLETE, place in Chiefs' Red Document Folder.

 Authorized Local Board of Elections Personnel

 Authorized Local Board of Elections Personnel

Sample DRE Integrity Report

Voting System Integrity Report (Part 1 - Opening the Polls)

State of Maryland

County: Montgomery

Presidential Primary Election 2012 X

District/Precinct: 01-01

Presidential General Election 2012 _____

INSTRUCTIONS:

1. A bipartisan team of election judges must complete all 3 parts of this Report.
2. A bipartisan team of election judges must initial showing that the tamper tape was intact before its removal.
3. Place on the back of Part 1 ALL tamper tape removed when opening the voting units.
4. If ANY tamper tape must be removed DURING voting hours: (a) check the last column of Part 1 for EACH voting unit from which tamper tape is being removed; (b) complete the "Part 2 - During Voting Hours" chart for EACH tamper tape removed DURING voting hours; and (c) place on the back of Part 2 EACH removed tamper tape.
5. BOTH chief judges and any other election judge who completed Part 1 MUST sign their names at the bottom.

Opening Information (Part 1)									
Voting Unit #	Voting Unit Seal #	Outer Booth Seal #	Removed Tamper Tape #	Initials of election judges (See Instruction #2.)		Ballots/Touchscreen (must match "Public Counter" on Zero Report)		Tot/Touchscreen (must match "System Counter" on Zero Report)	
				DEM	REP/OTH	Record	Record	Record	Record
0	158598	88394	16-188901						
1	106497	88369	16-188902						
2	141252	88391	16-188903						
3	102504	88358	16-188904						
4	103140	88380	16-188905						
5	102427	88359	16-188906						
6	110338	88315	16-188907						
7	110203	88340	16-188908						
8									
9									
10									
11									
12									
13									
14									
16									
16									
17									
18									
19									
20									

The polling place opened at 7:00 AM. The voting units were turned on and readied according to instructions from the Board of Elections.
 Note: If the poll did not open on time, please record the time opened and explain in the Chief Judge Log why the poll opened after 7:00 AM.

To the best of my knowledge, the information on this page is true and accurate.

 DEM Chief Judge

 REP/OTH Chief Judge

 Other DEM election judge completing report

 Other REP/OTH election judge completing report

Sample Optical Scanner Integrity Report

Optical Scan Canvass Integrity Report

Box Tamper Tape: Tamper Tape #1 and Tamper Tape #2

Canvass Type: Domestic Absentee

Optical Scan Unit Number:	Optical Scan Serial Number:	Memory Card Serial Number:	Tamper Tape Number:	Total Ballots Count:	New Tamper Tape Number:
0	Serial #	OS Card	Tamper Tape #1	0	
1	Serial #	OS Card	Tamper Tape #2	0	
2	Serial #	OS Card	Tamper Tape #3	0	
3	Serial #	OS Card	Tamper Tape #4	0	

Printed Name:

Printed Name:

Board Representative Signature:

Board Representative Signature:

Sample EPB Supplies Tally Sheet

Total EPBs:

7

District - Precinct:

EV-01

USB Cables:

7

Tally Mark

Ethernet Cable:

7

Tally Mark

Hub:

1

Tally Mark

Hub Power Cord:

1

Tally Mark

Crossover Cable:

0

Tally Mark

Printer Power Cord:

7

Tally Mark

Printer Batteries:

7

Tally Mark

Printers:

7

Tally Mark

Printer Case:

2

Tally Mark

Initials: _____

Date: _____

Sample DRE Supplies Tally Sheet

Total DRE:

8

District-Precinct:

PRECINCT 0101

Power Cords:

8

Tally Mark: _____

Power Strips:

3

Tally Mark: _____

Extension Cords:

3

Tally Mark: _____

Total EPB:

2

Tally Mark: _____

EPB Paper Rolls:

10

Tally Mark: _____

Initials: _____

Date: _____

VOTER REGISTRATION - 2012 PRIMARY ELECTION

Voter Services is made up of two sections, Registration and Absentee. Voter Registration (VR) is responsible for the maintenance of almost 620,000 voter records and provides services and information for the voters of Montgomery County. This section includes seven (7) permanent and three (3) temporary staff members. An extraordinary number of documents were processed (clocked, sorted, batched, entered into MD Voters, scanned, attached to records, proofed and filed) according to high standards for accuracy and meeting legal deadlines. VR achieved its goals and was pleased with its considerable accomplishments. We recognize and acknowledge the assistance and teamwork of other BOE departments in these accomplishments.

In addition to daily tasks: data entry, phone coverage, processing office mail, front desk coverage, emails, MC311 service requests, correspondence (Pending Letters, Criminal Conviction Letters, Deceased Letters, and Residential Confirmation Notifications) several additional projects included High School Registrar Training, Municipalities, Petitions, NCOA (National Change of Address) Processing, Polling Place Notifications, Return Mail Processing, OLVR (On-line Voter Registration), Mass Mailings to Inactive Voters, and Too Young and Too Late Letters.

Projects this Election Cycle:

❖ NCOA (National Change of Address) - NEW

NCOA is a registration maintenance tools used to update and clean the files.

NCOA Documents Processed

New Address	10,023	12/9/2011
Other Counties	3,468	11/22/2011

❖ OLVR (Online Voter Registration) - NEW

OLVR is an interface with MVA. MVA VRA data is transmitted and processed electronically. It was introduced on 2/22/2012. The first drop occurred on 2/27/2012. The Pilot has been and continues to be a challenging task. (Note: the actual online voter registration system will be implemented 7/1/2012 as scheduled.)

OLVR Documents Received and/or Processed

1027 batches of 25 documents per batch = 25,675 documents

❖ Polling Place Change Notifications

68,834 Notifications Mailed 2/28 – 29/2012

❖ High School Registrar Training Classes

Two classes were held at Carver Educational Services Center, Rockville, Maryland on 4/11/2012. Thirty-four students attended representing 11 schools.

1147 Voter Registration Applications received from the drive.

❖ Registrar Training Classes

18	7/1/2011 to 12/31/11
75	1/1/2012 to 5/15/2012

❖ Inactive Post Cards Mailed And Returned

36,438	Mailed late March early April 2012
--------	------------------------------------

❖ Correspondence

Too Young Letters	1370
Too Late Letters (3/14 to 3/29/2012)	894

❖ Petitions

Processing a petition includes receiving, counting and/or numbering the pages, batching into groups of 25 pages per batch, drafting a header sheet for each batch, pre-processing the pages in MD Voters, tracking the batches, processing each signature in MD Voters and coding the line, and proofing MD Voters against the petition. Sign-off on the final count and store or return to SBE.

Petitions Processed in 2011

Four petitions containing 62,716 signatures were processed.

Green Party

Required Signatures for State Petition	10,000
Processed Signatures by Montgomery County	5,995

Libertarian Party

Required Signatures for State Petition	10,000
Processed Signatures by Montgomery County	2,011

Higher Education Tuition

Required Signatures for State Petition	55,736
Processed Signatures by Montgomery County	5,731

Police Labor Relations – Duty to Bargain (FOP)

Required Signatures for Local Referendum Petition	30,234
Processed Signatures by Montgomery County	48,979

Petition Processed in 2012

Americans Elect

Required Signatures for State Petition	55,736
Processed Signatures by Montgomery County	972

Petitions Expected Later this Year

Civil Marriage
Congressional Redistricting
Energy Tax
EMS Transport Fee

❖ Provisional Ballots

Early Voting	90	3/24 - 3/29/2012
Election Day	1009	4/3/2012

❖ Documents Processed (7/2011 To 4/2012)

New Registrations	24,473
Address, Name, Party Change	52,019
Duplicates	3,766
Inactivated	5,760
Deletes	17,013
Total to Date	103,031