



APPROVED

April 24, 2017

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

In Attendance:

Board Members:

- Jim Shalleck, President
- Nahid Khozeimeh, Vice President
- Mary Ann Keeffe, Secretary
- Alexander Vincent
- David Naimon
- Jacqueline Phillips
- Graciela Rivera-Oven

Board Attorney:

Kevin Karpinski

Staff:

- Margaret Jurgensen, Election Director
- Alysoun McLaughlin, Deputy Director
- Lisa Merino, Office Services Coordinator
- Marjorie Roher, Management and Budget Specialist III
- Janet Ross, Information Technology Manager
- Christine Rzeszut, Operations Manager
- Jessica White, Voter Services Manager

Guests:

- |                   |                 |
|-------------------|-----------------|
| James Carter      | David Wilson    |
| Josephine Wand    | Susan Payne     |
| Bill Turque       | Paul Leech      |
| Richard Jurgena   | Gloria Chang    |
| Lewis Porter      | Damon Effingham |
| John O'Malley     | Hessin Harris   |
| Ann Hingston      | Zhenya Li       |
| Brigitta Mullican | Sharon Bauer    |
| Sarah Brannon     | Anna Devry      |
| Liz Laurence      | Helen Vallone   |
| Susan Haydak      | Sharon Cohen    |
| Dan McHugh        | Joseph Gillin   |
| Mary Lanigan      | Doug Tallmon    |

Audio of the meeting may be found at the link below:

<https://youtu.be/RAKkucX6bSk>

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### **Convene the Board Meeting and Declare a Quorum Present**

Mr. Shalleck called the Board meeting to order and declared a quorum present at 2:30 p.m.

### **Years of Service**

Mr. Shalleck presented Montgomery County Government award certificates, signed by County Executive Isiah Leggett, acknowledging several staff members' years of service with the Board of Elections.

### **Approval of the March 20, 2016, Board Meeting Minutes**

*Ms. Keeffe moved to accept the March 20, 2017, Board meeting minutes as amended. The motion was seconded by Ms. Khozeimeh and passed unanimously.*

### **Additions/Changes to the Agenda**

Mr. Shalleck stated that staff will provide a presentation on the State Board of Elections' Voter Registration list maintenance process.

### **Public Comments**

Mr. Richard Jurgena, Chairman of the Montgomery County Republican Central Committee, expressed concern with a letter from Judicial Watch advising of its intent to sue the Maryland State Board of Elections because there are more registered voters than the number of eligible voters living in Montgomery County. His written remarks are incorporated as Attachment A.

Sarah Brannon, Attorney with Project Vote, expressed concern with misstatements in the Judicial Watch letter and its hastiness to remove voters' names from the rolls. She is asking that the Board of Elections protect those eligible voters and use a reasonable approach, following State guidelines, to maintain the voter rolls.

Lewis Porter went on record in support of the Judicial Watch letter and requested that the Board of Elections act on the letter.

Dan McHugh, Vice President of the Montgomery County Young Republicans, expressed his concern about the Judicial Watch letter. He disagrees with allowing 16-year olds to register at an early age and keeping them inactive until they are eligible to vote at 18.

John O'Malley, third generation Montgomery County resident, stated that the County is politically corrupt. He claimed that ballot box stuffing and gerrymandering occurs during the election, making it difficult for Democrats to lose. He asked that the Board take the Judicial Watch letter seriously and take action.

Susan Payne, community organizer, expressed several concerns with issues related to groups that register individuals to vote with no concern if they are United State citizens or 16-year-olds registering to vote, and Circuit Court Clerks not providing information on those individuals who claim to be non-citizens.

Liz Laurence expressed concern that the State of Maryland does not require a driver's license to identify the voter prior to voting.

David Wilson, Candidate for Legislative District 15, expressed concern with the lack of confidence with the voting process. He believes that there are rules and regulations that are in place and wants to ensure that that process is followed.

Damon Effingham, Policy and Legal Director for Common Cause Maryland, disagrees with the Judicial Watch letter and requests that eligible voters not be removed in error from the voter roll while maintaining the procedures of the National Voter Registration Act (NVRA). (Attachment AA)

Sharon Cohen, Republican Central Committee Legislative District 15 Representative, associated her comments with Mr. Jurgena. She noted that the 2018 election will be a pivotal election for the County and making sure that the voter rolls are accurate is imperative. Ms. Cohen claimed that provisional ballots are only counted if they would sway the election. She inquired what is in the statute, and if there is anything that needs to be changed or something in the regulations that is not working and could be more efficient.

Ms. Jurgensen and the Board members affirmingly stated that every provisional and absentee ballot is verified and counted, if the vote is allowable, regardless of the election results.

Mr. Shalleck thanked all those for attending and those that provided comments. He added that the Board of Elections has zero tolerance for voter fraud and takes Judicial Watch's allegations very seriously. He stated that the State Board of Elections regulates and governs voter registration and removal of voters, and that 76,000 voters have been removed from the rolls since June 2015.

### **List Maintenance Presentation** (Incorporated as Attachment B)

Ms. White reviewed a power point presentation reflecting the Board of Elections' list maintenance process following Federal Law, State Law, and COMAR Regulations.

Ms. Keeffe stated that list maintenance is an intense process that has several moving parts; staff carefully follows the process prior to removing a voter, if it is required. She stated that Maryland has an election every two years, that is one of the reasons 16-year olds have the opportunity to register early to vote.

Ms. Keeffe shared Mr. Shalleck's comment that the Board and staff take voter fraud seriously and reminded the attendees that the State performs a monthly audit on the Board of Elections' activities.

Mr. Karpinski stated that an obstacle Montgomery County encounters is that when a voter dies out of State, the Board of Elections is not notified; resulting in the voter staying on the rolls as opposed to when a voter dies in Maryland, when the Board is notified. Mr. Karpinski stated that affirmative evidence is needed prior to placing a voter on inactive status or being removed. The Board members further discussed the removal of voters from the rolls.

Ms. Jurgensen stated that the same COMAR Regulations were followed by the previous Board, except the law changed to add the Social Security Administration and the National Change of Address as part of the process with ERIC. Mr. Naimon stated that the confirmation process is followed for information received from government agencies, expanding voter information so no one loses their right to vote as a result of inaccurate information. He noted that if a 16-year old were to go to a polling place and attempt to vote, the pollbook would indicate that they were not eligible (for that election). Mr. Karpinski agreed.

Mr. Shalleck stated that if the public has any questions or concerns to contact the Board of Elections. Mr. Naimon agreed that there is no tolerance for voter fraud, but there's also no tolerance for removing people from the voter rolls unless we are sure that is the correct thing to do.

Board members requested a copy of the power point presentation.

**Election Director Status Report** (Incorporated as Attachment C)

Public notice of the Board meeting was posted on April 14, 2017.

**Personnel**

Ms. Jurgensen reported that all temporary Information Technology staff were released upon completion of the post-election maintenance.

Ms. Jurgensen stated that the memo addressing personnel classifications was sent last week.

**Budget** (Incorporated as Attachment D)

Ms. Roher stated that the budget spreadsheet detailing FY17 expenditures was provided in advance. She brought the Board's attention to line item 50324 – Overtime, reflecting that 10% of the overtime spent was from other department staff who provided assistance during the election. She noted that line item 60412 – Moving Services, also shows an increase due to charge backs from the Department of General Services for costs incurred for equipment delivery during the election.

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Ms. Roher noted that the FY18 operating budget is scheduled to go before the County Council's Government Operations Committee again on Thursday, April 27, at the 9:30 a.m. session. Items that will be discussed are Outreach, Advertising, and Offsite Training. Ms. Keeffe requested that the informational memo sent to the Committee be provided to the Board prior to the April 27 session. Ms. Jurgensen stated that the items may be placed on a reconciliation list and inquired of the Board's order of importance. The Board members discussed and responded, offsite training, advertising, and outreach. The Board members acknowledged that all items are important to the success of the election, especially offering additional offsite training to hire more election judges. Mr. Subin added that using county facilities at no charge would be cost avoidance. He offered his assistance to use sites in Montgomery County if the Board is interested. Mr. Naimon inquired if sites could begin to be reserved now; Ms. Jurgensen advised that they could be reserved now.

### **Voter Registration**

Ms. Jurgensen reported that monthly statistics have been posted and staff continues to work on list maintenance.

### **State Board of Elections**

Ms. Jurgensen reported that the State Board of Elections is preparing voter registration forms to be printed for the upcoming fiscal year. Local board of elections have been advised to proof documents.

Ms. Jurgensen reported that State Board of Elections' staff briefed Election Directors that, due to an inability to resolve other issues with the navigation button on the Election Software and System (ES&S) Express Vote, the non-upgraded version of the ballot marking device will be used for the 2018 election. Ms. Keeffe stated that upon hearing that the upgraded ballot marking device would not be used, she requested to address the State Board of Elections to share her concerns. She expressed disappointment that all the issues were not addressed when it was brought to their attention at the January 2016 State Board meeting. She added that if the County will use all paper ballots for the 2018 Primary Election, there will be 65 to 75 ballot styles needed at each Early Voting site which could create a lot of confusion.

*Ms. Phillips made a motion that the Board prepare a letter identifying all the issues that Montgomery County will encounter not having the ability to use the ballot marking device. The letter shall be sent to the Governor, State Board of Elections, and the County Executive.*

The Board further discussed the ES&S ballot marking device issues. Mr. Karpinski agreed to draft the letter and suggested that the letter be sent to the Governor and President of the State Board of Elections; the Board members agreed.

*Ms. Phillips' motion was seconded by Ms. Keeffe and passed unanimously.*

Ms. Phillips recommended that the letter be forwarded to the Committee Chairman for Ways and Means.

Ms. Jurgensen reported that ES&S is working with another vendor to resolve the slow processing of the ES&S Electionware network. The State Board staff expects to receive a preliminary report in the next 60 days.

Ms. Jurgensen reported that the State Board of Elections staff informed the local boards that the election night reporting system is no longer offered by ES&S and counties have been advised to plan to return to the previous system for reporting election results.

Ms. Jurgensen reported that pollbooks will have a software update and batteries replaced during the third quarter of this year. She added that additional scanners will be made available with the standard cost split of 50/50 and the local boards are to submit their equipment request, including additional equipment for Early Voting sites. All costs for modems and routers will be the local board's responsibility.

Ms. Jurgensen reported that the State Board of Elections will visit local boards to scan the leased election equipment for their new inventory system.

Ms. Jurgensen reported that the State Board has reconvened the Election Judge Committee to address training issues for the 2018 election cycle.

## **Legislature**

Ms. McLaughlin stated that a brief legislative report was provided to the Board members in advance (See Attachment E). She reported that House Bill 353 – Election Law – Change in Administrative Policy Affecting Voting Rights – Applies to the State Board of Elections and will provide guidance to Montgomery County.

House Bill 619 – Election Law – Campaign Signs at Polling Places – Changing that signs may begin to be placed at 5:00 p.m., has passed.

House Bill 1626 – Election Law – Early Voting – Registered Voter Updating the Voter's Address on an Existing Registration – Will now have the same standard for Early Voting and Election Day - has passed.

## **Board Attorney Report**

Mr. Karpinski had nothing new to report.

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## **Old Business**

### **Review of Election Law**

Mr. Shalleck reported that he had the opportunity to speak to several Maryland local Board Presidents to suggest that a task force committee be created to review and update Election Laws. Some Board Presidents will make contact at the MAEO Conference.

### **Personnel**

Ms. Keeffe thanked staff for the memo regarding the Board of Elections personnel classification history. Ms. McLaughlin noted that staff has the opportunity to request that Montgomery County evaluate their job classification for potential reclassification every June. She added that recent evaluations seem to reflect the belief that there are different types of work during the election cycle and, since they do not occur throughout the year, classification specialists do not see it as year-round responsibilities. Mr. Subin stated that he would talk with the Office of Human Resources and ask that they consider this specific situation for these circumstances. Board members thanked Mr. Subin for his interest.

## **New Business**

### **Communications Report** (Incorporated as Attachment F)

Ms. Roher will send her power point presentation to the Board members.

### **MAEO Conference**

The Board members and staff discussed their planned MAEO attendance.

### **Future Meetings**

Mr. Shalleck stated the next Board meeting will be on May 15, 2017.

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**Adjournment**

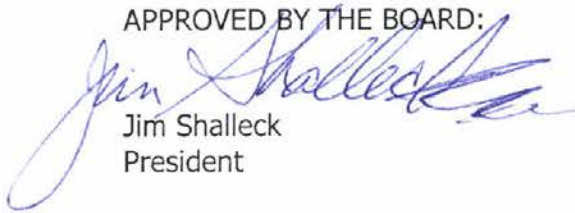
*With nothing further to discuss, Mrs. Khozeimeh moved to adjourn the Board meeting at 5:17 p.m. The motion was seconded by Mrs. Rivera-Oven and passed unanimously.*

Respectfully Submitted,



Lisa Merino  
Office Services Coordinator

APPROVED BY THE BOARD:



Jim Shalleck  
President



Testimony offered at MC Board of Elections

Tuesday 4/24/2017

Good Afternoon Ladies and Gentlemen of the Board

My Name is Richard (Dick) Jurgena, I live in Darnestown MD and I am the Chairman of the Montgomery County Republican Central Committee.

I was very concerned when I saw Judicial Watch's letter advising of their intent to sue the State of Maryland because Montgomery County's number of registered voters exceeded the number of eligible voters.

My first question was, why is Montgomery County having such a problem when no other county has been so troubled and they all operate under the same state laws?

I am very familiar with the state law and its requirements thanks to a 4 page letter I received from Election Director, Margaret A. Jurgensen in September 2012 when I tried to point out some problems with deceased voters on the roles.

On February 11, 2017, I purchased a diskette of the active MC registered voters.

This morning I did a little research on that diskette.

The first thing I found was that there are 102,949 registered voters that have not cast a ballot since Feb 12, 2008.

During that time, there have been 11 elections including 5 General Elections.

I checked when these voters had registered and using a sample of 100 found that about half were registered before 2018, leaving over 50,000 voters who had been on the roles the whole time hadnot voted in the last 9 years.

I believe any reasonable person would come to a reasonable conclusion that these individuals had either moved or deceased and should be moved into the inactive category and the letter process initiated to determine if they are still viable voters.

During the past 9 years, 11 sample ballots have been mailed at the non-profit rate which requires the list to be processed through the National Change Of Address files. Were the results of these procedures used to initiate the inactive voter processing?

I have often heard, "We don't have the funding to do that." The costs were incurred each time a mailing was made and not using the information to clean the list is unacceptable, if not criminal.

Not to mention the cost of mailing the 50,000 plus sample ballots each time at a conservative cost estimate of \$0.20 each or \$100,000.00 over the nine year period.

Mr. Chairman and Board members, I think the draining of the swamp needs to start here and now. This performance on the part of at least some of the staff is unacceptable and I believe the Election Director should be requested to step down due to a lack of confidence in her ability to direct your operation.

Very Respectfully submitted.



April 21, 2017

Montgomery County Board of Elections  
18753 N Frederick Ave #210  
Gaithersburg, MD 20879

**RE: National Voter Registration Act**

Dear President Shalleck and Members of the Board:

It has come to our attention that Judicial Watch has recently threatened both the State Board of Elections and the Montgomery County Board of Elections with litigation for alleged violations of Section 8 of the National Voter Registration Act ("NVRA") unless action is taken to remove voters Judicial Watch views as invalid from your voting rolls. Common Cause Maryland strongly urges the County Board to refrain from taking the actions Judicial Watch urges, as those actions may very well be in violation of the NVRA Judicial Watch purports to rely on.

Common Cause Maryland is a nonpartisan, grassroots organization dedicated to restoring the core values of American democracy, reinventing an open, honest and accountable government that works in the public interest, and empowering ordinary people to make their voices heard.

The purpose of the NVRA is to increase access to and participation in the franchise by increasing the number of Americans who register to vote. The hasty and unnecessary actions urged by Judicial Watch would go directly against the spirit and intent of the NVRA. While list maintenance is important, it must be done in a careful and thoughtful manner that protects and ensures that eligible registered voters are not thrown out in the name of an arbitrary maintenance goal.

The Montgomery County and State Board of Elections are already following the NVRA, as they make a reasonable effort to maintain their lists while also providing safeguards to ensure that eligible voters are not removed in error from voter rolls. This emphasis on protecting the status of those already registered is baked into the NVRA itself. If the Boards were to acquiesce to the demands of Judicial Watch, their actions would undermine the NVRA's goal of expanding participation.

Sincerely,  
Damon Effingham  
Policy and Legal Director  
Common Cause Maryland



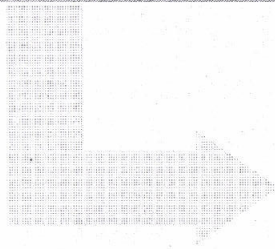
LIST  
MAINTENANCE  
101

MONTGOMERY COUNTY BOARD OF ELECTION

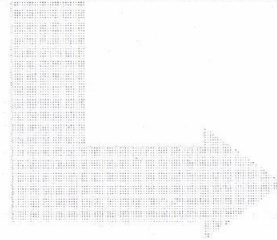
# COMPLIANCE

Federal  
Law

- National Voter Registration Act (NVRA)
- Help America Vote Act (HAVA)



State  
Law



COMAR

- State  
Regulation

# CANCELLATION WITHOUT CONFIRMATION

Address  
Change

- Voter Request
- Notice of registration from another State

Deceased

- Department of Health and Mental Hygiene
- Social Security Administration\*

Felon

- Clerk of the District and Circuit Court\*

Non-Citizen

- Jury Commission\*

\*Cancellation occurs two weeks after notification sent

Please remove me from the voter  
registration roll.

Dominick Montie

[REDACTED]  
[REDACTED]

Brookeville, MD 20833

Thank you.

Pat T. Hill

**VOTER REQUEST  
FOR  
CANCELLATION**

# CONFIRMATION PRIOR TO CANCELLATION

## Address Change

- National Change of Address (NCOA)
- Return Mail (Sample Ballot, Polling Place Change Notification)
- Electronic Registration Information Center (ERIC)
- Jury Commission

## Deceased

- Jury Commission
- Other Sources

# RETURN MAIL

Montgomery County  
Board of Elections  
P.O. Box 4333  
Rockville, MD 20849-4333



NON-PROFIT  
U.S. Postage  
Paid  
Permit No. 1209  
Rockville, MD

**YOUR POLLING PLACE  
SU CENTRO ELECTORAL**

*ASK  
473*

RETURN SERVICE REQUESTED

- IF RECIPIENT DECEASED  
Check here and return to sender
- IF NOT AT THIS ADDRESS  
Check here and return to sender

WHITE OAK COMMUNITY RECREATION CENTER, 1700 APRIL LANE, SILVER SPRING, MD

2658327 Cong Dist 3  
\*\*\*\*\*FCRWSH\*\*0021

NIXIE 209042201-3N 702 10/16/16

47263

POSTAGE DUE = \$ . . .  
RETURN TO SENDER  
ATTEMPTED - NOT KNOWN  
UNABLE TO FORWARD



MONTGOMERY COUNTY  
BOARD OF ELECTIONS  
POST OFFICE BOX 4333  
ROCKVILLE MD 20849-4333

### Important Information

POLLING PLACE: RITCHIE PARK ELEMENTARY SCHOOL  
CENTRO ELECTORAL: 2017 APR 20 AM 8:59

ADDRESS: 1514 DUNSTER ROAD  
DIRECCION: ROCKVILLE, MD 20854 MONTGOMERY COUNTY, MD

PARTY AFFILIATION: UNAFFILIATED  
AFILIACION POLITICA: UNAFFILIATED

VOTER ID NUMBER: 2154816  
NUMERO DE IDENTIFICACION DEL VOTANTE



NOTIFICATION DATE: 3/21/2017  
FECHA DE NOTIFICACION

REGISTRATION DATE: 11/28/2003  
FECHA DE REGISTRACION

NIXIE 207 CE 1 5604/14/17

RETURN TO SENDER  
NOT DELIVERABLE AS ADDRESSED  
UNABLE TO FORWARD

UTE 301 20849433333 \*2017-03307-14-26

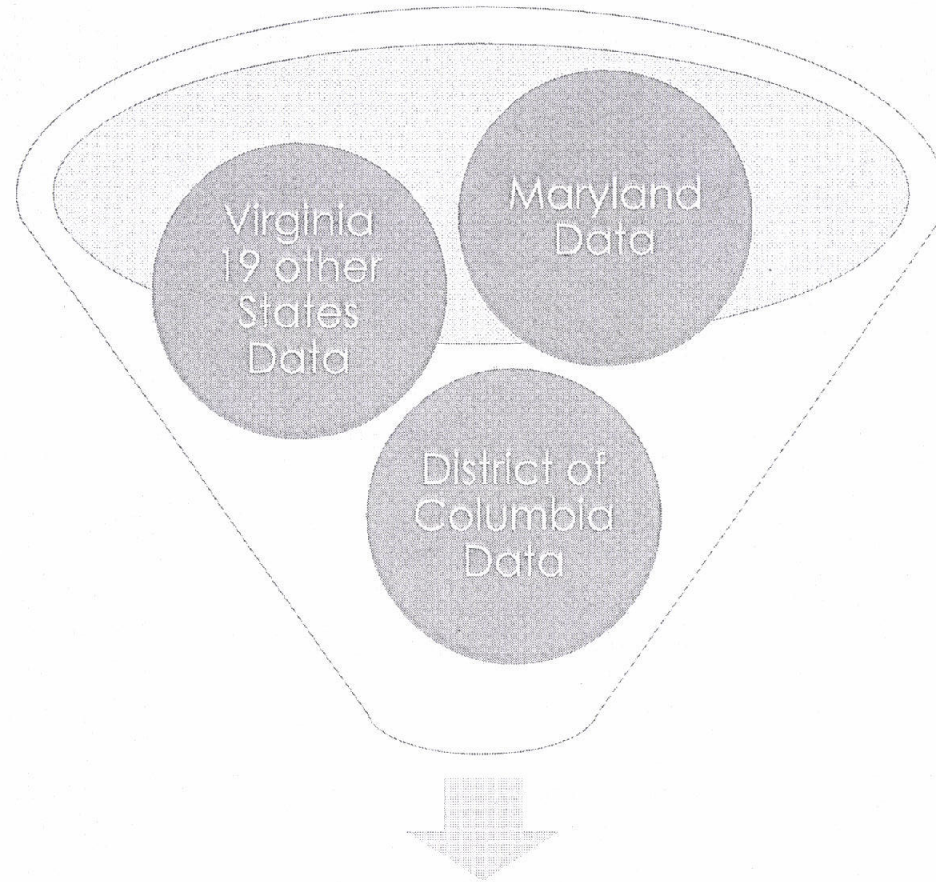
FIRST-CLASS MAIL  
U.S. Postage  
**PAID**  
Rockville MD  
Permit No. 138

REGISTRATION UPDATED 20849-4333



# ELECTRONIC REGISTRATION INFORMATION CENTER (ERIC)

- Maryland joined in 2013
- 20 States and District of Columbia share information
- Comparison list is processed every other month
- Has improved the efficiency of List Maintenance
- Social Security Administration records and National Change of Address implemented in March 2017
- Will not see full effects until December 2018



List of voters who appeared on  
more than one data source

# CONFIRMATION PROCESS

- Confirmation notice is sent to the new address
- Voter is made inactive after two weeks if no response is received
- Remains inactive for two Federal General Elections
- Inactive voters are cancelled if they fail to vote in the two subsequent Federal Elections
- Confirmation process is suspended 90 days prior to every federal election - No voters can be made inactive during this time.

# INACTIVE VOTERS

- Retain all the same rights as active voters
- Still appear in the poll book
- Vote a standard ballot at the polls upon written confirmation of current address
- Voter update form can be completed for address correction
- Provisional ballot is issued if voter moved

VOTER AUTHORITY CARD  
Presidential General Election 2012

Jefferson, Thomas  
5 Main St. Anytown 12345  
DOB: 8/20/1830  
ID#: 9 Party: Democrat  
DIST/PREC: 001-001-1, CONG=03; LEGIS=32; COUNCIL=001  
EPB Number: 018797  
Ballot Style: 2  
Issued: 10/29/2013 15:28:24 Issued By: RU  
Reason: 0

**IMPORTANT**

If your address or other information has changed, please request the Voter Update Form from an election judge.

**\*\*AFFIRMATION OF RESIDENCY FOR INACTIVE VOTER\*\***  
I hereby affirm, under penalty of perjury, that the address printed above or the address I provided on the Voter Update Form is my current residence address. Please sign in the space below.

\_\_\_\_\_  
Voter Signature

Check-In Judge Initials: \_\_\_\_\_

Voting Unit Judge Initials: \_\_\_\_\_ Voting Unit # \_\_\_\_\_

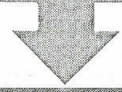
DO NOT REMOVE THIS CARD FROM THE POLLING PLACE.

\*\*\*\*\*

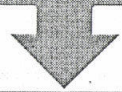
Sample ballot mailing returned  
(10/15/2016)



Confirmation postcard sent  
(02/10/2017)




Voter made inactive  
(02/25/2017)



Failure to vote in 2 subsequent federal elections




Voter cancelled  
(12/30/2020)



Votes in any  
County or  
Statewide  
Election

Updates  
voter record  
or signs  
petition

Submits an  
application  
for absentee  
ballot



# REACTIVATION

# LIST MAINTENANCE OBSTACLES

1

Deaths  
Outside of  
Maryland

2

College  
Students

3

Transient  
Population

4

Large  
Volume of  
Changes

# CURRENT STATUS

- 59,120 Inactive Voters
- 8,332 Active 16 & 17 y/o Registered Voters
- 7,739 Military and Overseas Voters
- Cancellations/Subtractions since June 2015: 75,980
- Confirmations sent since June 2015: 96,640
- Still processing return sample ballots and NCOA from 2016 Cycle
- Changes take up to four years to see



April 24 2017  
Montgomery County Board meeting  
Election Director Report

Meeting notification was posted April 14, 2017  
The Board should plan for an Executive Session.

**I Election Director Status Reports**

A. Personnel

The IT temporary personnel have been terminated.

(Attached is the memo addressing the Merit System Memo from staff.)

B. Budget – Margie Roher

C. Voter Registration- Jessica White

The monthly statistics have been posted.

Presentation on Maryland Voter Registration System list maintenance overview.

D. State Board of Elections

1. State Board of Elections (SBE) is preparing voter registration forms to be printed for the upcoming fiscal year. Local Boards of Elections (LBE) advised to proof document provided by state staff.

2. Paul Aumyer, SBE IT staff person briefed the Election Directors of the issues related to the ES&S ExpressVote or Ballot Marking Device. The upgrades to the software fixed only the issue of an additional column on the screen so that 14 names could be displayed. The navigation issue related to paging and moving from one race to another remains unresolved. If the upgrade would be put in place then all equipment would need to have the firmware upgraded, servers, DS 200 digital scanners, the DS 850 high speed scanner. These changes are not compatible with the 2016 system and the data from that election would not be available. State Board will use the current system.

Election Software and Systems is working with another vendor to resolve the slow processing of the network. The State Board staff expects to receive a preliminary report in the next 60 days.

The State Board of Elections staff informed the Local Boards that the Election Night Reporting system is no longer offered by ES&S. The

counties have been advised to plan to return to the previous system for reporting election results.

Pollbooks will have a software update and batteries replaced during the 3<sup>rd</sup> quarter of this year. Further information will be provided when available.

Additional scanners for the Local Board of Elections will be made available with the standard cost split of 50/50. The Boards are to include their equipment request and include additional equipment for any additional early voting sites. The cost of modems and routers will be 100% local costs.

New inventory system for the State of Maryland is in place. The State will be coming to each LBE to scan all equipment for the inventory system.

State Board has reconvened the Election Judge Committee to address training issues for 2018 election cycle. Committee will discuss the new legislation to permit 16 year olds to serve as Election Judges.

E. Legislation – Alysoun McLaughlin (attached with advance packet)

**II Board Attorney Report - Kevin Karpinski**

**III. Review of Election laws – Jim Shalleck**

Jim Shalleck will report on conversation with other Boards of Elections.

**IV. Communications Report – Margie Roher**

**V. MAEO Conference – Margie Roher**

**FY17 OPERATING BUDGET SPREADSHEET**  
**Through March 31, 2017 (As of April 3, 2017)**

LINE ITEM	FY17 APPROVED	FY17 YEAR TO DATE*
<b>PERSONNEL COSTS</b>	<b>4,098,274</b>	<b>3,380,161</b>
<b>5A001 - Salaries &amp; Wages</b>	<b>3,335,363</b>	<b>2,811,712</b>
50010 - Full Time Salaries	2,200,010	1,485,776
50012/50020 - Part Time Salaries/Seasonal Temps	684,709	772,256
60168 - Temporary Office Clerical (moved from OP for clarity)	201,329	138,390
<b>SUBTOTAL FOR TEMPORARY PERSONNEL</b>	<b>886,038</b>	<b>910,646</b>
50324 - Overtime (includes emergency, multi-lingual & holiday)	249,315	415,290
<b>5A002 - FICA</b>	<b>226,428</b>	<b>219,622</b>
<b>5A003 - Group Insurance</b>	<b>357,768</b>	<b>222,586</b>
<b>5A004 - Group Retirement</b>	<b>178,715</b>	<b>126,241</b>
<b>OPERATING EXPENSES</b>	<b>4,502,562</b>	<b>3,296,135</b>
<b>6A001 - Services and Contracts</b>	<b>1,585,544</b>	<b>1,362,227</b>
60060 - Legal/Attorney Services	75,000	87,223
60066 - SBE Program Management	614,079	365,934
60304 - Maintenance - Electrical	0	625
60314 - Maint - Computer Systems**	21,140	4,956
60326 - Repair/Maint Agmts - Office Equip	11,000	3,436
60412 - Moving Services	25,000	51,678
60414 - Building Construction	0	0
60530 - Other Professional Services - EJ Stipend	804,825	848,374
60532 - Other Non-Professional Services (includes EJ mod.)	34,500	0
<b>6A002 - Maintenance</b>	<b>276,281</b>	<b>129,781</b>
61010 - Computer Equip Repairs/Maint (EPB)	276,281	129,781
<b>6A003 - Rentals/Leases</b>	<b>1,715,518</b>	<b>1,025,720</b>
61902 - Furniture Rentals (Polling Place)	7,000	8,369
61924 - Other Equipment Rentals (MDVoters)	563,083	373,225
61926 - Bldg or Space Rental/Leases (Pol. Place)	34,485	32,392
61932 - Other Rentals/Leases (Voting System)	1,110,950	611,734
<b>6A004 - Office Supplies &amp; Equipment (&lt;\$5,000)</b>	<b>164,804</b>	<b>153,170</b>
62010 - General Office Supplies+	70,000	70,428
62016 - Computer Supplies	5,000	1,310
62018 - Computer Equip (<\$5,000)**	24,140	29,906
62022 - Paper and Supplies for Copiers	0	193
62028 - Other Supplies & Equipment	65,664	51,332
<b>6A011 - Books, Videos, and Subscriptions</b>	<b>3,500</b>	<b>3,435</b>
62700 - Books/Reference Materials	2,500	926
62712 - Other Books, Videos, and Subscriptions	1,000	2,509
<b>6A012 - Other Supplies/Materials/Equipment</b>	<b>164,585</b>	<b>90,210</b>
62826 - Keys and Locks	0	2,705
62848 - Tools	0	88
62896 - Parking Meters	0	0
62946 - Charges from SBE	164,585	87,417
<b>6A013 - Printing/Central Duplicating Services</b>	<b>144,406</b>	<b>169,194</b>
63016 - Imaging	10,000	4,178
63018 - Document Shredding	0	123
63020 - Office Mach. Cop. Leasing	11,760	13,806
63022 - Other Central Dup Svc - Printing (all printing costs)	122,646	151,088
Mandated Legal Requirements		
Charges from SBE		
Election Specific Costs		
Personnel Charges		
Temporary Personnel Charges		
Overtime Costs		
Benefits		

**FY17 OPERATING BUDGET SPREADSHEET**  
**Through March 31, 2017 (As of April 3, 2017)**

LINE ITEM	FY17 APPROVED	FY17 YEAR TO DATE*
<b>6A014 - Outside Printing</b>	<b>100,550</b>	<b>78,813</b>
63100 - Outside Printing/Copying	550	939
63104 - Sample Ballot Printing	100,000	77,875
<b>6A015 - Mail</b>	<b>138,361</b>	<b>151,330</b>
63200 - Central Dup - Postage - Bulk (services, NO postage)	36,530	88,769
63202 - Central Dup - Postage - Individual (PO Box rental)	21,081	1,849
63206 - Inter-Office Mail/Pony Charge	750	2,594
63208 - Other - Mail (Sample Ballot Postage)	80,000	58,118
<b>6A016 - Outside Postage and Mail</b>	<b>90,500</b>	<b>42,742</b>
63300 - Outside Mail Services (VNCs and all other postage)	90,000	41,439
63304 - Other Outside Mail Services	500	1,303
<b>6A017 - Motor Pool</b>	<b>10,965</b>	<b>6,686</b>
63500 - Assigned Motor Pool Vehicles	8,965	4,657
63504 - Daily Rental Motor Pool	2,000	1,897
63508 - MP EZPASS Charges	0	132
<b>6A018 - Communications Services</b>	<b>33,670</b>	<b>25,932</b>
63604 - Cellular Phone Line Charges	2,800	4,390
63618 - Blackberry Charges (smart phones)	9,000	6,142
63626 - Communication Modems (SBE)	4,870	0
63634 - Other Communication Services (PP Phone Lines)	17,000	15,400
<b>6A020 - Charges from Others</b>	<b>5,000</b>	<b>2,304</b>
63810 - Charges for Facility Maintenance	5,000	2,304
<b>6A021 - Travel</b>	<b>23,996</b>	<b>19,444</b>
64010 - Metropolitan Area Travel	17,996	12,858
64012 - Non-Metropolitan Area Travel	6,000	6,586
<b>6A022 - Education, Tuition, and Training</b>	<b>10,125</b>	<b>1,988</b>
64100 - Local Conference Related	2,000	333
64102 - Non-Local Conference Related	0	429
64120 - Other Education, Tuition, & Training	8,125	1,226
<b>6A023 - Dues/Memberships</b>	<b>2,000</b>	<b>2,280</b>
64200 - Professional Memberships (Individual)	2,000	2,280
<b>6A024 - Advertising</b>	<b>27,756</b>	<b>27,400</b>
64300 - Advertising - Jobs	0	0
64304 - Advertising - Marketing/Sales	27,756	27,400
<b>6A099 - Miscellaneous Operating Expenses</b>	<b>5,000</b>	<b>3,480</b>
69999 - Other Misc Operating Expenses	5,000	3,480
<b>DEPARTMENTAL TOTAL</b>	<b>8,600,836</b>	<b>6,676,296</b>
* Included prior year encumbrances		
+ Includes office supplies, polling place supplies, and office furniture		
** \$3,860 moved from each line item to 46304 per Board Directive		
Mandated Legal Requirements		
Charges from SBE		
Election Specific Costs		
Personnel Charges		
Temporary Personnel Charges		
Overtime Costs		
Benefits		

Selected Election Legislation Approved During the 2017 Session of the Maryland General Assembly  
*Chart prepared April 13, 2017*

The chart below lists election bills that had been tracked by staff of the Montgomery County Board of Elections. Tracked bills that did **not** pass prior to sine die included SB 169/SB 91 that would have required audio recordings of SBE meetings; HB 345/SB 423 that proposed a Constitutional amendment to allow the General Assembly to provide by law for same-day registration; and SB 406 that would have required the SBE to provide upon request of a county for a minimum of two digital scanners per polling place.

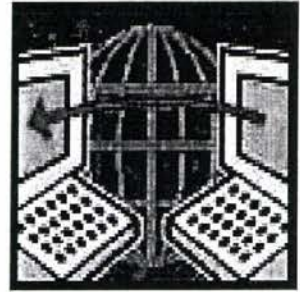
Bill Number	Title	Sponsor	Status	Synopsis
<u>HB 73</u>	Election Law – Election Judges – Minimum Age	Delegate Luedtke (D-Montgomery)	Returned Passed	Lowers the minimum age to serve as an Election Judge and work more than 12 hours on an Early Voting day or on Election Day to age 16 with parental consent. Requires the SBE to survey the local boards after the 2018 elections and provide a report that includes findings and recommendations concerning the value of 16 year old Election Judges.
<u>HB 143</u>	Elections – Miscellaneous Duties and Procedures	Chair, Ways and Means Committee on behalf of SBE	Approved by the Governor – Chapter 107	Removes reference in code to “voter acknowledgement notices”; requires SBE to have sample petition forms “available to the public” rather than “printed”; requires presidential elector candidates to certify residential addresses to SBE; removes requirement for Presidential candidates to be identified on the ballot by state of residence; extends deadline for ballot question petition from two to three days after certification; reduces window of time from 20 to 8 days for financial disclosure nonfilers to be deemed withdrawn.
<u>HB 353</u>	Election Laws – Change in Administrative Policy Affecting Voting Rights – Notice	Delegate Rosenberg (D-Baltimore City)	Returned Passed	Provides that the SBE or a local Board may not consider a change in an administrative policy affecting voting rights at a meeting unless the Board has posted a prominent public notice on its web site at least 48 hours in advance of the meeting stating that the Board will consider an administrative policy affecting voting rights at the meeting. If the Board adopts a change in an administrative policy affecting voting rights, the Board that adopted the change shall provide reasonable public notice of the change within 48 hours. The notice shall include a concise description of the change, including the difference between the new administrative policy affecting voting rights and the policy that was previously in effect. “Administrative policy affecting voting rights” is defined as any action relating to voter registration, provisional voting, absentee voting, or the location of a polling place or early voting center.

Bill Number	Title	Sponsor	Status	Synopsis
<u>HB 529</u>	Election Law – Political Parties, Candidacy, and Campaign Finance	Chair, Ways and Means Committee on behalf of SBE	Returned Passed	Makes various changes to campaign finance law. Provision of note for election administration alters the date and time by which candidates seeking to be nominated by petition must file a declaration of intent to the first Monday in July, rather than the earlier deadline for primary election candidates.
<u>HB 619/ SB 882</u>	Election Law – Campaign Signs at Polling Places	Delegate Hornberger (R-Cecil)  Senator Simonaire (R-Anne Arundel)	Returned Passed	Changes the time when polling place facilities must begin allowing campaign signs to be placed on the premises from 7pm to 5pm on the day before early voting begins and on the day before an election.
<u>HB 1626</u>	Election Law – Early Voting – Registered Voter Updating the Voter's Address on an Existing Registration	Delegate Ali (D-Baltimore City)	Returned Passed	Strikes a provision of the same-day registration law that had applied a proof of residency requirement to address changes during early voting that does not apply on Election Day.



November 8, 2016

PRESIDENTIAL GENERAL ELECTION  
COMMUNICATION REPORT



This Communication Report provides an overview of the communication efforts of the Board of Elections related to the General Presidential Election. Additional detail will be provided in a Power Point presentation during the April 17, 2017, Board meeting.

- I. **Board of Elections Call Center:** The Call Center was in operation for six weeks, from October 3 through November 7. Staffing included five temporary employees, two bilingual in Spanish, and one permanent employee serving as the supervisor. Hours of operation were 8:30 a.m. to 5:00 p.m. with expanded hours during Early Voting of 8:00 a.m. to 8:00 p.m. in accordance with State Regulation. The Call Center was also open on Saturdays (October 15, 22, 29 and November 5) and Sundays (October 16, 23, 30 and November 6). During this period the Call Center answered 6,573 calls. Additional information was reported by Jessica White in her January Voter Services report.
- II. **Integrated Voice Response System (IVR):** Callers who dial 240-777-8500 or 240-777-8683 (VOTE) are automatically connected to our IVR which provides detailed information on voter registration and absentee deadlines and applications, the election judge program, as well as a polling place locator and other services. During Early Voting the IVR handled 3,867 calls and on Election Day 1,034 calls were received. The majority of calls related to voter registration.
- III. **MC311:** Montgomery County residents who dial 311 receive information from a series of knowledge base articles created by staff. During peak election periods the majority of the calls are immediately transferred to our staff for assistance, minimizing the number actually tracked by their software. Between October 27 and November 3 they handled 233 calls. On Election Day they handled 104 calls. The majority of calls related to Voter Registration.
- IV. **Media/Visitors:**
  - a. **Board Member Visits:** There were a total of 11 visits on Election Day with an additional visit during Early Voting. On Election Day, 2 appointments were scheduled for media representatives (1 of which did not show up) and 9 were with international groups (3 of which did not show up).
  - b. **Board Representative Visits:** There were a total of 6 visits on Election Day. Of these, four were international groups, 1 a local education group,

and 1 was a media representative. Former Board Members Sue Bratten, Bob Clark, and Sam Statland as well as former Deputy Election Director Sara Harris assisted with these visits.

- c. Exit Polling: Five (5) precincts had individuals conduct exit polling outside the facility throughout the day.
- d. International Watcher/Observers: The Maryland State Board of Elections issued International Watcher/Observer certificates for 7 locations in Montgomery County.
- e. Live Camera: ABC television received permission to set up a camera at one location for live streaming from 2 – 8 p.m. on Election Day. The Chief Judge was made aware of this situation and guided on placement of the camera so that no critical information would be photographed.

VI. **Media Advisories**: All media advisories (which include legal notifications) are distributed in English via an electronic delivery system (GovDelivery) and in Spanish via e-mail to general distribution lists developed and maintained by the Montgomery County Office of Public Information. In addition, English media advisories are distributed to all Federal, State, and Local candidates and elected officials as well as all individuals appearing on the ballot and several county agencies who, in turn, forward them to their distribution lists. There are currently 4,116 subscribers in GovDelivery; when you include the number of people on distribution lists (County Council, Regional Service Centers, and local municipalities especially) the media advisories are ultimately reaching more than 50,000 individuals. In addition to the electronic distribution described above, each media advisory is also posted on the Board of Elections' website and Facebook page. For the General Election, 28 media advisories were issued from August 29 through November 23, 2016.

VII. **Public Service Announcements**: The Montgomery County Office of Public Information again provided assistance to staff by creating three public service announcements – Voter Registration, Early Voting/New Voting System, and Election Day Preparation/New Voting System. These PSAs were distributed in English, Spanish, and Chinese throughout the County.

VIII. **Facebook Advertising**: Ads were placed on Facebook at the beginning of Early Voting which provided the dates of Early Voting and referred individuals to our website for more information. The campaign reached 103,773 people, of which 3,151 clicked the link to visit our website.



## **FUTURE CHALLENGES**

Media/Visitors – Staff will continue to explore methods for improving the management of media and observer requests. The State Board of Elections will also be consulted. It is challenging to balance visitor requests with the demands on election judges and Board Members. Montgomery County, as a result of its close proximity to the District, receives more requests than some of the other jurisdictions. Ensuring that visits are in locations other than Bethesda, and scheduling a Board Member or representative to meet each group, removes the burden from the election judges and provides a better overall experience for the groups.

Public Service Announcements – The Board provided additional funds for advertising to ensure that a broader segment of the public would be reached during this election cycle due to the implementation of the new voting system. It is unknown at this time whether we will be able to continue to find additional funds due to the limitations of the budget allocation. Once final budget decisions are made, staff will begin working on several proposals for the Board to consider later this fall.