

APPROVED

MEETING OF THE MONTGOMERY COUNTY BOARD OF ELECTIONS

18753-210 North Frederick Avenue, Gaithersburg, Maryland

January 27, 2020

In Attendance:

Board Members:

James F. Shalleck, President
Nahid Khozeimeh, Vice President
David A. Naimon, Secretary
Diane Nash Dillon
Elisse W. Barnes
Jacqueline L. Phillips
Alan Banov

Board Attorney:

Kevin Karpinski

Staff:

Margaret Jurgensen, Director
Alysoun McLaughlin, Deputy Director
Kera Bumbray, Management and Budget Specialist
Lisa Merino, Administrative Specialist
Jessica Newby, Voter Services Manager
Janet Ross, Information Technology Manager
Christine Rzeszut, Operations Manager
Gilberto Zelaya, Outreach Coordinator

Guests:

Karen Bury
Nancy Farrar
Lyn Garland
Dolly Kildee
Keith Young

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

<https://youtu.be/E30ADhD2hmI>

Convene the Board meeting and Declare a Quorum Present [0:00:10]

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

Mr. Shalleck welcomed the return of the Director, Ms. Jurgensen, and announced that the Voter Registration Supervisor, Jessica Newby, is resigning from the Board of Elections as she has accepted a job in North Dakota. He also announced that Lisa Merino was promoted to Administrative Specialist II, and the Board congratulated her.

Mr. Shalleck noted that he and Mr. Naimon will be in Annapolis to provide testimony on the House Bill to add White Oak as the 12th Early Voting site.

Approval of Minutes [00:06:48]

Ms. Khozeimeh moved to table the September 16, 2019, October 21, 2019 and the November 18, 2019 minutes until the next meeting. The motion was seconded by Ms. Phillips and passed unanimously.

Additions/Changes to the Agenda [0:06:11] & [00:08:04]

Mr. Shalleck noted that an executive session meeting will be held to discuss network security and a personnel issue.

Mr. Shalleck noted that an additional item will be added to the meeting agenda regarding the website.

Contributions Disclosure [00:09:01]

There were no campaign contributions to disclose.

Public Comments [00:09:21]

There were no public comments

Election Director Status Report [00:09:21]

Personnel [00:10:13]

Ms. Jurgensen reported staff continues to hire temporary personnel for the 2020 election cycle.

Ms. Jurgensen reported that the Program Specialist I position has been filled and announced the resignation of Administrative Specialist/Recruiter. She has taken a position in the County Executive's office.

Budget [00:13:02]

Ms. Bumbray provided a detailed spreadsheet on the fiscal year 2020 operating budget, noting that the Board expects to be in a 1.6 million deficit due to workforce and network requirements.

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Ms. Bumbray noted that the SBE has stated that federal funds will be used to pay for the Cradlepoint routers, instead of billing the local boards. Mr. Naimon discussed the funds associated with the wireless network system and the need for it.

Ms. Jurgensen reminded the Board that the voting system is leased/owned by the State Board of Elections (SBE), that they dictate to the local boards regarding what equipment will be used accordance to guidelines, and that local boards do not have a say on how the equipment is used.

Supplemental [00:39:52]

Voter Registration [00:42:03]

Ms. Newby reported that the Montgomery County has 665,462 active voters, 63,912 inactive voters, for a total of 729,374 voters.

State Board of Elections [00:42:03]

Ms. Jurgensen reported that the SBE has approved the dropping off of Absentee ballots at Early Voting centers and at polling places on Election Day. Montgomery County will provide yellow security bags at each site to collect the Absentee ballots.

She added that the SBE transportation contract that delivers election equipment has been awarded to the same company which did so in 2018.

The ballot printing contract has also been awarded to the same company used in the past.

Ms Jurgensen noted that a Special Election will be held to fill the Congressional District 7 vacancy on February 4, 2020.

Ms. Jurgensen requested that staff move forward with preparing the election equipment.

Ms. Khozeimeh moved that the Montgomery County Board of Elections begin the preparation of the election equipment as needed for the 2020 Primary Election. The motion was seconded by Ms. Philips and passed unanimously.

Action Items [00:51:55]

Sea Change is the same company to be used for absentee ballots. During the 2018 election, Sea Change was subcontracted by ESS. Sea Change has now taken on the contract itself to issue the absentee ballots.

Ms. Khozeimeh moved to recess the regular meeting and go into Executive Session to discuss security at 3:20 p.m. The motion was seconded by Mr. Banov and passed unanimously.

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Report on Executive Session

The Montgomery County Board of Elections convened in Executive Session at 3:21 p.m., pursuant to 3-305(b)(10), General Provisions Article, to discuss security.

The Board members and staff met in closed session on this date. The following members of the Board and staff were in attendance: James Shalleck, Nahid Khozeimeh, David Naimon, Diane N. Dillon, Elisse W. Barnes, Jacqueline Phillips, Alan Banov and Kevin Karpinski. The following staff were present, Ms. Jurgensen, Ms. McLaughlin, Ms. Merino, Mrs. Ross and Keith Young.

The Board discussed security.

Attorney Report [00:48:12]

Mr. Karpinski noted that there has been no further update on the Judicial Watch case. He reported that he has worked with staff in preparing MOUs for Early Voting centers; he noted no significant changes in the MOUs except for an increase in costs at Bohrer Park in Gaithersburg, from \$2,000 to \$5,400, apparently because it is providing a larger space, a gym.

Old Business [00:52:06]

Minutes Committee [00:52:09]

The discussion was tabled for discussion next month

2020 Primary Election [00:52:29]

Election Update [00:52:44]

Ms. Jurgensen reported that election judge training began on January 25.

She added that there has been a request for 1,269 absentee ballots, 998 web delivery, and 479 UOCAVA requests to date.

Ballot proofing is expected to begin after February 7, 2020. .

Media Plan [00:53:32]

Ms. Phillips reported that the Communications Committee (made up of herself and Dr. Barnes) met with Dr. Zelaya and reviewed recommendations by public relations people. She presented the media plan for proposal.

Dr. Barnes moved to approve the media plan proposed by the communication committee. The motion was seconded by Ms. Phillips. Mr. Shalleck, Mr. Naimon and Dr. Barnes voted for the motion; Ms. Dillon voted against the motion and Ms. Khozeimeh abstained. The motion passed.

The following link will take you to the [approved media plan](#).

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MOCO App [01:14:34]

Mr. Zelaya presented a pilot of the MOCO (Board of Elections) application for smart phones. The app is in pilot and is expected to be released soon. The application is to modernize the Board of Elections and to easily provide your specific polling place location, Early Voting Center nearest to you (using GPS), and useful links and resources.

Ms. Jurgensen stated that a public information launch will be done. Additional information will be shared once the application is finalized.

Legislative Update [01:25:19]

Mr. Naimon distributed proposed legislation introduced by Senator Kagan SB 362 for discussion and review. Mr. Shalleck and Mr. Naimon support the legislation, with a change to the verbiage to say that ballots cannot be opened before Election Day, and add that it's up to the local boards of elections when to canvass is to begin but no later than 10:00 a.m. that Friday after the election.

Mr. Shalleck and Mr. Naimon agreed to communicate the suggestion to Senator Kagan.

Mr. Naimon moved to ask Senator Kagan to amend her proposed Senate Bill 362 to state that a local board may open absentee ballots after 8:00am on Election Day, and that local boards can decide when to begin the absentee canvass but no later than 10:00am Friday after the election. The motion was seconded by Ms. Khozeimeh. The motion passed unanimously.

New Business [1:47:59]

Website Information [01:48:00]

Mr. Naimon suggested that the website add "how to" as a place where the public can easily identify how we make decisions, such as how we decide where our resources go to prevent lines at the polls, how do we manage our voter registration lists, how we decide how many scanners go to each polling place, and how we decide to move polling places and the criteria we use. . He suggested that the staff's January 2019 presentation analyzing precinct wait times and information about what the board has done to address the wait times should be more prominently available on our website.

Ms. Jurgensen requested that Mr. Naimon provide a list of recommendations for his proposal.

Ms. Banov requested that staff revise the calendar on the website to add important election dates.

Future Meetings [01:58:24]

The next Board meeting will be held on February 24, 2020.

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Ms. Khozeimeh moved to convene into an Executive Session. The motion was seconded by Mr. Naimon and passed unanimously.

Ms. Philips moved to adjourn the regular meeting and go into Executive Session at 4:10 p.m. The motion was seconded by Ms. Khozeimeh and passed unanimously.

Report on Executive Session

The Montgomery County Board of Elections convened in Executive Session at 5:24 pm., pursuant to Section 3-305(b)(10), General Provisions Article, to discuss personnel.

The Board members and staff met in closed session on this date. The following members of the Board and staff were in attendance: James Shalleck, Nahid Khozeimeh, David Naimon, Diane N. Dillon, Elisse W. Barnes, Jacqueline Phillips, Alan Banov and Kevin Karpinski. The following staff were present, Ms. Jurgensen, Ms. McLaughlin and Ms. Merino.

Action Items:

1. Dr. Zelaya will report back about the Board application after further programming on it
2. Mr. Naimon will approach Sen. Kagan about SB362
3. The Board will support legislation to permit local boards to open absentee ballots and to begin processing them on Election Day.
4. The staff will consult with the county government about changing the County calendar on the website to include election dates.

Adjournment [01:58:40]

Ms. Philips moved to adjourn the meeting at 6:04 p.m. The motion was seconded by Ms. Dillon and passed unanimously.

Respectfully Submitted,



Lisa Merino
Administrative Specialist II

APPROVED BY THE BOARD:



Jim Shalleck
Board President