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TELE-CONFERENCE, MAY 18, 2020
MONTGOMERY COUNTY BOARD OF ELECTIONS' MEETING
18753 N. Frederick Avenue, Suite 212, Gaithersburg, MD 20879

In Attendance:

Board Members:

James F. Shalleck, President (on site)
Nahid Khozeimeh, Vice President (via phone)
David A. Naimon, Secretary (via phone)
Diane Nash Dillon (via phone)
Elisse W. Barnes (via phone)
Jacqueline L. Phillips (via phone)
Alan Banov (Via phone)

Board Attorney:

Kevin Karpinski (on site)

Staff:

Margaret Jurgensen, Director (on-site)
Alysoun McLaughlin, Deputy Director (on site)
Kera Bumbray, Management and Budget Specialist (on site)
Lisa Merino, Administrative Specialist (on site)
Janet Ross, Information Technology Manager (on site)

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

<https://youtu.be/zXwnHnb-Ct0>

Convene as Board of Canvassers [00:00:05]

Mr. Shalleck declared a quorum present

Election of Canvass Officers [00:00:33]

Ms. Khozeimeh moved to nominate Mr. Shalleck as Chairman of the Board of Canvassers. The motion was seconded by Ms. Phillips and passed unanimously.

Mr. Shalleck moved to nominate Ms. Khozeimeh as the Vice-Chairman of the Board of Canvassers. The motion was seconded by Ms. Phillips and passed unanimously.

Ms. Khozeimeh moved to nominate Mr. Naimon as the Secretary of the Board of Canvassers. The motion was seconded by Ms. Phillips and passed unanimously.

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With nothing further to discuss, Ms. Khozeimeh moved to adjourn the Board of Canvassers meeting. The motion was seconded by Mr. Banov and passed unanimously.

BOARD MEETING

Convene Board Meeting and Declare Quorum Present [00:02:05]

The chair of the meeting called the Board meeting to order and declared a quorum present.

Board President Remarks

There were no remarks from the Board President.

Additions/Changes to the Agenda [00:02:15]

There will be an Executive session at the end of the meeting to discuss a personnel matter.

Disclosure of Campaign Contributions [00:02:38]

The Board confirmed that no Board member has made a campaign contribution since the last meeting.

Public Comments [00:03:05]

Senator Cheryl Kagan identified herself, requesting to address the Board to thank them for their hard work during these times.

Mr. Naimon informed the Board that Odessa Shannon, the first African-American woman to serve on the Montgomery County Board of Education, had passed away and he sends his condolences to her family and friends.

Election Director Status Report [00:06:30]

Personnel [00:06:36]

Ms. Jurgensen reported that Montgomery County Government has instituted a hiring freeze due to COVID-19, noting that they will be holding off on filling the vacant positions.

She added that staff are slowly beginning to return as the number of ballots are expected to increase. Full personal protective equipment will be provided to staff and social distancing measures are being done. She added that for protective measures, returned ballots will be quarantined for 24-hours.

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Budget [00:08:51]

Ms. Bumbray sent out and explained the budget spreadsheet. Ms. Bumbray noted that most of the expenditures have been in personnel. She added that all the funds in the State Board line item have been spent, noting that the 4th quarter bill has yet to be received and paid. The vote by mail estimate was circulated to the Board for review.

Ms. Bumbray reported she has now received the County Council's recommended FY 21 budget. The County Executive's recommendation is \$8,375,091. However, this does not include the department's request for enhancements or competition subsidence. Ms. Bumbray predicts a deficit this year of around \$800,000 to \$1 million, due to covid-19 purchases and unexpected personnel for the vote by mail election.

Voter Registration [00:15:44]

Ms. Jurgensen confirmed that the voter registration deadline is May 27, 2020.

State Board of Elections [00:16:39]

Ms. Jurgensen confirmed that the vendor will be mailing out Montgomery County's ballots beginning May 9 through May 13. The State Board advises that all ballots are expected to be delivered by May 22.

She added that the ballot drop boxes are being dropped off today at the 4 approved locations, noting that staff is working with Montgomery County Police and County Security, as they will be under 24-hour surveillance.

Board Attorney Report

Mr. Karpinski reported that the ballot drop box in the City of Rockville is under an MOU with the City of Rockville, as it was not provided by the State Board of Elections.

He added that he attended the State Board of Elections' Board attorney bi-weekly phone meeting. There was discussion regarding what would happen if a voter does not want to wear a mask when going to a vote center. The issue was to be discussed with the Attorney General's Office and the State Board of Elections.

2020 Presidential Primary Election [00:20:33]

Ms. McLaughlin reported that there are currently less than 1,000 returned voted ballots in house, adding that a significant volume of ballots were received today and will sit for 24 hours.

She added that there have been questions why some voters in some households received their ballots while others have not. Ms. McLaughlin stated that she has found out that the ballots are not being mailed out in carrier route order as the sample ballots were. Thus, ballots are not being mailed by household order. The

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guidance from the State Board of Elections is that ballots will be in households by this upcoming Friday.

Mr. Shalleck, Mr. Naimon, and Mr. Banov inquired what can a voter do if they have not received their ballot. The members recommended that the Board of Elections place a button on the website linking to information explaining to voters what they can do if a ballot is not received. Ms. Jurgensen advised that she can reach out to the State Board staff to say that the Board has been receiving complaints that it is not clear what voters in this instance should do. However, at this late stage, she advises the best thing a voter can do is to call 1-800-222-VOTE or call us to accommodate their needs.

Ms. Jurgensen confirmed that the public testing will occur on Wednesday, May 20 at 10:00 a.m. Ms. Khozeimeh agreed to call in.

Vote Centers [00:39:45]

In regards to the vote centers, Ms. Jurgensen confirmed that nothing has changed and there are still four centers. She added that health and safety are a top priority, and a number of provisions are in place. We are going to limit the number of persons allowed in for social distancing purposes. We will have masks, face shields, and gloves for election judges, and will offer masks and a black pen to every voter. Plexiglass shields have been constructed by the Department of General Services that will be placed at the check in and ballot issuing table, and at the provisional voting table and for the chief judges and center managers. We will have sanitizing at each optical scan voting station.

Ms. McLaughlin confirmed that they have been active on social media. As well as that, Gilberto has been doing Zoom and Facetime meetings with many groups and has received positive feedback.

Ms. Jurgensen added they have been working with Montgomery County police and the police will patrol the centers on Election Day. In addition, each one of the drop boxes is under 24-hour camera surveillance.

B. Canvass [00:44:59]

Ms. Jurgensen has sent the Board a preliminary canvass schedule, but advises it needs refinement. On May 21 at 9 AM, the Board will formally begin the canvassing process. Scanning will commence on May 22, and Ms. Jurgensen is targeting to have all ballots counted by June 10. Starting tomorrow, there will be four different teams going to the various drop boxes. The full plan can be found [here](#).

Mr. Shalleck inquired if the public will be able to see how the canvass will be conducted. Senator Kagan added that she has had the opportunity to view other jurisdictions canvass process and it was not as transparent as she would have hoped. Senator Kagan inquired what process would Montgomery County be doing. Senator Kagan inquired if the ballots could be sorted by precinct count. At this late date, Ms. Jurgensen advised that they can only be sorted by ballot style and party. However, Ms. Jurgensen will work with the Information Technology Manager regarding what is possible.

Senator Kagan suggested that for the November election, there should be 2 to 3 privacy envelopes and screens provided. The State Board needs a decision by mid-June if the Board wants to go ahead with an additional privacy envelope. Ms. Jurgensen will consult with the Board attorney about this and will send a letter to the State Board regarding how the State intends to proceed.

New Business [01:14:28]

There was no new business to discuss.

Action Items

No action items to discuss.

Approval of Minutes [01:15:55]

March 16, 2020 [01:16:00]

Ms. Khozeimeh moved to accept the minutes as amended. The motion was seconded by Mr. Naimon and passed unanimously.

April 8, 2020 [01:23:50]

Ms. Khozeimeh moved to approve the minutes as amended. The motion was seconded by Ms. Dillon and passed unanimously.

April 20, 2020 [01:27:50]

Mr. Naimon made a motion to approve the minutes as amended. The motion was seconded by Mr. Banov and passed unanimously.

Future Meetings [01:45:25]

The next monthly meeting was scheduled to be on June 15, 2020 but Mr. Karpinski proposed to change the date to June 22, 2020, to combine certification with the monthly board meeting. The Board agreed to the change and noted that it would be a teleconference.

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Adjournment [01:50:36]

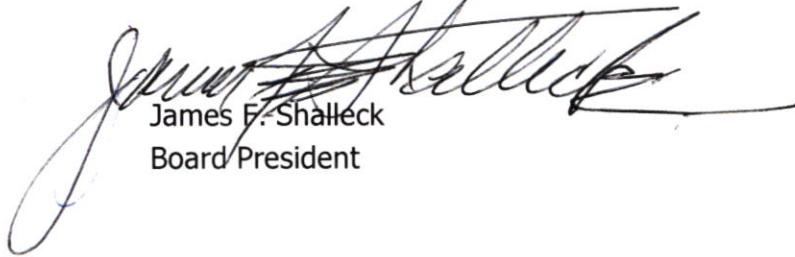
With nothing more to discuss, *Ms. Khozeimeh moved to adjourn the Board meeting and move into the Executive session to discuss a personnel matter. The motion was seconded by Ms. Dillon and passed unanimously.*

Respectfully Submitted,



Lisa Merino
Administrative Specialist II

APPROVED BY THE BOARD:



James F. Shalleck
Board President