

MINUTES

June 4, 2024

MEETING OF THE ALLEGANY COUNTY BOARD OF ELECTIONS 701 Kelly Road, Room 230, Cumberland, Maryland

ATTENDEES: John Stakem, President
Richard DeVore, Member
Debbie Johnson, Member
Cecilia Pittman, Member
Lisa Lyons, Member
Diane Loibel, Election Administrator
Wendy Maddux, Deputy Director

ABSENT: Armand Pannone, Board Attorney

PUBLIC: None

DECLARATION OF QUORUM PRESENT

Mr. Stakem called the meeting to order at 9:03 A.M., and stated that there was a quorum present.

APPROVAL OF MINUTES

Mr. Stakem called for alterations, corrections, and/or approval of the minutes. Ms. Lyons made a motion to approve the May board minutes. Mrs. Pittman seconded the motion. The motion passed unanimously.

ATTORNEY'S REPORT

None

CORRESPONDENCE

None

ADDITIONS

None

ADMINISTRATOR'S REPORT

Attorney Meetings for the General Election

Three virtual meetings have been scheduled for attorneys prior to the General Election.

- Tuesday, September 10, 2024 at 9:00am
- Tuesday, October 15, 2024 at 9:00am
- Tuesday, October 29, 2024 at 9:00am

Municipal Election Overview

The office provided election support for the Town of Midland, Westernport, Barton, and Frostburg's municipal election, as well as the printing of their VACs and precinct registers. The Town of Luke will be holding their election on Monday, June 10, 2024. A 90 Day Listing will be provided to the City of Cumberland in August.

MAEO Update

The 2024 annual conference for the Maryland Association of Election Officials will be held on August 20, 2024. This will be a one-day conference held at the Baltimore County Board of Elections office. At this time, it is not known if this will be available virtually or not. More information will be provided in the coming weeks.

FY25 Budget

As stated previously, our overtime budget for the general election was decreased by 50% and we were asked to cut an additional 10% from each of our budgets.

Personnel

As you may know, we currently have a vacancy in one of our Registrar positions. Unfortunately, there is a hiring freeze in place for Allegany County. A request to fill vacancy form was submitted to the county's human resources department. Mrs. Loibel stated that it will be difficult to go through the election without being fully staffed. This will put a tremendous amount of stress on our current staff in a very busy general election.

Post-Election Maintenance

The State Board of Elections is expecting to certify the election results on June 13, 2024. Once the election is certified, the State will release the voting equipment. Once the voting equipment is released, we can begin Post-Election Maintenance on the voting equipment.

Election Judge Training Schedule for the General Election

A draft copy of the election judge training schedule has been included in the blue board folders. This training will be a refresher training for those judges who completed the full training for the primary election. Once we have reviewed everything from the primary election, we will develop the training curriculum. Each chief judge will receive an audit from the primary election at their training class.

Lessons Learned – Primary Election

Mrs. Loibel reminded members to please pay attention to the paperwork from the ballot drop boxes. Mr. DeVore feels that additional help is needed election night when unloading the judges' cars after the election. Mrs. Pittman suggested assigning a specific task to everyone helping with the unloading of election supplies. Mr. DeVore is willing to take on recruiting additional help for election night. Mrs. Loibel stated that they will need to have a background check done prior to working. Mrs. Loibel asked provide the names well in advance of election day. During refresher training, board members suggested including a self-assessment for the judges. Board members asked if it would be possible to include the judge's position on the name tag instead of "election judge". It was suggested to use a colored dot on the badge so that board members could distinguish the position of the election judge.

Tentative Election Schedule

Mrs. Loibel provided tentative dates for the upcoming election schedule. Please note that these dates are subject to change. Please make sure to be available during the general election as needed.

- MAEO Meeting – 08/20/2024
- Election Judge Training - 09/03/2024 – 10/10/2024
- National Voter Registration Day – 09/17/2024
- Drop Box Delivery – 09/18/2024
- L&A – 09/30/2024 – 10/04/2024
- MIB1 Canvass Day 1 – 10/15/2024
- MIB1 Canvass Day 2 – 10/18/2024
- Public Demo – 10/16/2024
- EV Supply Verification 10/18/2024
- Election Judge Refresher – 10/19/2024 – 10/20/2024
- Early Voting – 10/24/2024 – 10/31/2024
- ED Supply Verification – 10/31/2024
- Election Eve Setup – 11/04/2024
- Election Day – 11/05/2024
- MIB1 Canvass Day 3 – 11/07/2024 – 11/08/2024
- Provisional Ballot Canvass – 11/13/2024 – 11/14/2024
- MIB2 Canvass – 11/15/2024

Computer Systems and Software Security Updates

Office staff has successfully applied the Microsoft Security updates for the month of May on SBE workstations. We have also updated other third-party software applications to their latest versions on all workstations.

Registration Statistics

Statistics as of May 31, 2024 were as follows: Total Active Registration is 43,567. 10,957 Democrat, 22,760 Republican, 21 No Labels MD, 265 Libertarian, 8,992 Unaffiliated, and 572 Others.

OLD BUSINESS

None

NEW BUSINESS

None

Board Members Report:

None

Disclosure of Campaign Contributions:

None

Next Meeting:

The next regular meeting will be held on August 6, 2024 at 9:00 A.M.

Adjournment:

Mr. DeVore made a motion for adjournment. Mrs. Pittman seconded the motion. The motion passed unanimously. Mr. Stakem adjourned the meeting at 12:05 P.M.