

MINUTES

November 4, 2025

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
Armand Pannone, Board Attorney
Diane Loibel, Election Administrator
Wendy Maddux, Deputy Director
Lacey Robison, Election Registrar

ABSENT: None

PUBLIC: Jamie Winters

DECLARATION OF QUORUM PRESENT

Mr. Stakem called the meeting to order at 9:00 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. Johnson made a motion to approve the October 7, 2025 Open Meeting board minutes. Mrs. Pittman seconded the motion. The motion passed unanimously.

ATTORNEY'S REPORT

None

CORRESPONDENCE: Town of Westernport

We will discuss this correspondence during Old Business.

ADDITIONS

A current copy of the election calendar was provided to the board.

ADMINISTRATOR'S REPORT

Personnel

Our newest employee started on Tuesday, October 14th as a Registrar. We have a vacancy at the Deputy Director position. The position was posted and applications were accepted up to Friday, October 24, 2025 at 4pm. We've interviewed one candidate and we are awaiting the Commissioner review. A

vacancy was created at the Registrar position. The job has posted and will run for 2 weeks. The deadline to apply is Friday, November 7, 2025 at 4pm.

Candidate Filings

We had 1 candidate filing for the month of October. Westley Marks filed for the Republican Central Committee.

Mock Election

The mock election began Wednesday, October 1st and was completed on Friday, October 17th. This exercise gave the staff the opportunity to practice many aspects of the election process including; ballot proofing, Electionware database set up, logic & accuracy testing, an early voting simulation, election day scenarios, provisional processing, canvassing, and auditing. The staff found this to be very beneficial and would like to thank everyone for all of the hard work putting this together in such a short timeframe.

Pollbook Battery Testing

We have received the file for the Pollbook Battery Test. We will be starting the test on Thursday, November 6th. The due date for the test is November 20th. The purpose of this test is to gauge the current estimated battery life of the pollbook's main batteries from a large random sample ahead of the 2026 election cycle.

Disaster Recovery Plan

I have started to review our Disaster Recovery Plan. Updates have been made to the first chapters. It will be due to SBE late winter/early spring.

Warehouse Update

Work is expected to begin in December on our warehouse space. Other departments have removed the boxes stored in the area. There is some usable shelving in the emptied warehouse space that will need to be reconfigured to suit our needs.

Meetings Attended

- Election Director and Deputy Directors – 10/09/2025
- MAEO meeting - Virtual – 10/21/2025
- MEAE meeting – Continuity Planning – 10/31/2025

Election Judge Manual

The Election Judge Manual is being reviewed by the legal department. It should be available shortly for the local boards to begin customization of the chapters.

Election Judge Update

As of 10/28/2025, we have 101 Democratic judge responses, 115 Republican judge responses, and 12 Unaffiliated judge responses. We have received 2 nominations for our Pollcat VIP Award. We began calling judges that we have not heard back from yet to confirm that they will be working the 2026 election.

Meet and Greet Session

We have scheduled a Meet and Greet session for Thursday, November 13th. The power point presentation has been updated. We will reach out to the people who have returned an interest application and the community to attract more people to serve as election judges.

Computer Systems and Software Security Updates

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

Registration Statistics

Statistics for the month of September were as follows: Total Active Registration 44,870, Democrat 10,816, Republican 23,788, Green 58, Working Class Party 70, Unaffiliated 9,376, and Others 762.

OLD BUSINESS

The Town of Westernport correspondence – we received an email concerning the polling place at Westernport Elementary School. The town was concerned about losing the polling place due to the flooding in May. During the October board meeting, we recommended moving to a location outside the town limits temporarily if renovations were not complete. The Town Council had concerns with this location. We spoke to the Board of Education and they stated that the renovations would be complete by the end of March. It is our recommendation to continue to use Westernport Elementary School as a polling place at this time. Ms. Lyons made a motion to approve the 2026 Election Plan. Ms. Johnson seconded the motion. The motion passed unanimously.

- a. 2026 Election Plan
 - 1. Polling Places – It is the staff's recommendation to use the same polling places for the 2026 elections.
 - 2. Early Voting Center – It is the staff's recommendation to use the same Early Voting Center for the 2026 elections.
 - 3. Ballot Drop Boxes – It is the staff's recommendation to use the same ballot drop box locations for the 2026 elections.

NEW BUSINESS

- a. Oath of Office was administered to our new employee.

Board Members Report:

None

Disclosure of Campaign Contributions:

Mr. Stakem reported that he attended an event for Brooke Lierman, Comptroller of Maryland.

Next Meeting:

The next regular meeting will be held on Tuesday, December 2, 2025 at 9:00 A.M.

Adjournment:

Ms. Lyons made a motion for adjournment. Ms. Johnson seconded the motion. The motion passed unanimously. Mr. Stakem adjourned the open meeting at 9:20 A.M.