

MINUTES

November 3, 2021

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

ATTENDEES: John Stakem, President
Armand Pannone, Board Attorney
JoAnn Spiker, Member
Tim Donaldson, Member
Debbie Johnson, Member
Diane Loibel, Election Administrator
Samantha Logsdon, Deputy Director

ABSENT: None

DECLARATION OF QUORUM PRESENT

Mr. Stakem called the meeting to order at 9:02 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. Mrs. Spiker made a motion to approve the September revisions and the October 6th minutes. Ms. Johnson seconded the motion. The motion passed unanimously.

ATTORNEY'S REPORT

None

CORRESPONDENCE

None

ADDITIONS

Mrs. Loibel reported that a shipping container has been purchased and placed out back of the warehouse for additional storage. We will keep items that do not need to be stored in a climate-controlled environment in the container.

ADMINISTRATOR'S REPORT

OLD BUSINESS:

Polling Place Agreements

As of today, we have received 13 responses to the Polling Place Agreements. 11 are willing to serve as a polling place in 2022 and 2 have replied no. We will be talking about the "no" responses under the new business. We are still waiting

to hear from 9 polling places. The deadline to respond to the Polling Place Agreements is November 30, 2021.

Election Judge Responses

We have received just 5 additional responses from election judges bringing our total responses to 258 returning judges and 79 declining.

Early Voting Center & MOU/Alternate EV Site MOU

Maps were created for each county to help identify potentially historically disenfranchised communities. There are 2 sets of maps. One for Early Voting Centers and one for Ballot Drop Boxes. Each set has 2 maps – one map identifies precincts with below average voter turnout and one map identifies precincts with above average concentration of diverse residents. The maps should be used to help us determine which precincts could be historically disenfranchised. This is done by identifying precincts that are shaded on both maps. When looking at the map showing minority population, it is important to note that District 07-001 houses 2 state prisons, District 16-000 is home to the federal prison, and District 26-000 houses Frostburg State University. Taking that into consideration, many of these voters would most likely vote by mail-in ballot. When looking at the map with voter turnout, the shaded precincts located in the SW, NW, SE, and NE quadrants would not meet the population density requirement for an early voting site. After reviewing all of the data displayed on the maps, Ms. Johnson made a motion to approve the early voting site used in the 2020 elections as the early voting site for the 2022 elections. Mrs. Spiker seconded the motion. The motion passed unanimously. In addition, Mrs. Loibel presented the MOU for the early voting site as well as the MOU for the alternate early voting site, which is located at the Department of Emergency Services. Ms. Johnson made a motion to approve both MOUs. Mrs. Spiker seconded the motion. The motion passed unanimously.

Mock Election

SBE decided to reduce the scope of the mock election. SBE has determined that the L&A results will be sufficient to test the necessary election components and the mock election plan has been updated to reflect the removal of early voting, election day, and canvassing. Once L&A is completed, we will transition to the certification and post-election activities.

Meet and Greet Sessions

Two Meet and Greet Sessions were held on October 26th for potential new election judges. 31 attendees watched a brief power point presentation on the qualifications, duties, and compensation of election judges as well as training dates and voting options. A brief demonstration of the voting equipment was also provided. We hope to schedule additional Meet and Greet Sessions in December or January.

Disaster Recovery Plan

Work on the Disaster Recovery Plan continues and we hope to have a draft version by the end of the year. We are still awaiting the appointment of a new board member to replace Mr. John Fetchero who vacated his position in September.

Redistricting

A copy of the final “proposed” maps from the Maryland Redistricting Commission was sent out for your review with your board packet. Looking at the proposed maps, it would appear that we could be moving more than 13,000 voters. The City of Cumberland may move into 1B with District 21 and 34 moving into 1C, and District 18 and 26 moving into 1A. We will have to wait until early 2022 to find out what the final maps show. We may have to find a printer to print our voter notification cards as I think this may be too many for us to print ourselves. We have finished reviewing our street files against the files provided by GIS and have provided them with a copy of all of the anomalies. We have not heard back from them at this time.

Candidate Filings

We did not have any candidate filings for the month of October.

NEW BUSINESS:

Permanent Absent Voter

Voters may now choose to become a permanent absentee voter by selecting the box on the mail in application form. Voters must provide their preferred method for notification on the application.

Pollbook Project

SBE’s evaluation committee has selected Dem Tech as the winner of the contract to implement Maryland’s new pollbooks. The new pollbooks will be implemented with the 2024 Presidential Elections.

New Pollbook Printers

The new pollbook printers will be delivered the week of November 15th. SBE is arranging to have the old printers picked up at the same time that the new printers will be delivered. Brandy is currently going through the old printers and getting them ready to be shipped back to SBE. The new printers will work with the current pollbooks as well as the new pollbooks. SBE will test approximately 10% of the printers for UAT testing and we will handle testing on the remainder of the printers. Part of the testing will be to disable the blue tooth capabilities. We hope to complete all testing by the end of the year.

Polling Place Changes

For the record, Notice of Action was posted on the website more than 48 hours prior to this meeting. Notice was also sent to Frostburg State University in compliance with the Student and Military Voting Empowerment Act. The following polling places were discussed:

- **Salvation Army**

The Salvation Army Community Center is no longer willing to serve as a polling place for the 2022 Election. Members were interested in moving Salvation Army to Fort Hill High School. Fort Hill is large enough to handle the additional voters and less than 1 mile away. One idea is to combine the two precincts or have separate precincts voting in one location. In addition, members asked if we could look into combining all of the precincts in District 004 into one large District and vote at Fort Hill. No action was taken at this time.

- **Midland Fire Station**

Midland Fire Station is no longer willing to serve as a polling place at its current location but they have requested that we move the polling place to the new fire hall up the street from the fire station. They are willing to close the bar on election day to keep their polling place. A new ADA survey will be completed and will be reviewed at the next meeting. No action was taken at this time.

- **Frostburg Community Center**

As you are aware, the renovation of the Frostburg Municipal Center is now complete. Members have voiced concern over adequate parking for voters. According to Elizabeth Stahlman, the Administrator for the City of Frostburg, the municipal parking lot has been decreased and now houses 19 parking spaces with 1 handicapped parking space. There are several other smaller parking lots in the area that voters could use on election day. In addition, we received a request from Mr. Patrick O'Brien from Frostburg State University asking us to consider moving the polling place to Frostburg State University's old gym. After further discussion, Mr. O'Brien stated that there may be a potential conflict with the election date. He is looking into this and will get back to us as soon as possible. An accessibility survey was conducted at FSU but we are awaiting clarification from the county engineer regarding a transitional slope. Board members requested that Mrs. Loibel conduct a survey of the old Frostburg Armory. Mrs. Loibel stated that she would complete the survey and report back at the next meeting. No action was taken at this time.

Ballot Drop Boxes

A copy of the maps provided by SBE for the ballot drop boxes was included in the board's blue folders. We need to determine if the ballot drop boxes take into consideration the historically disenfranchised community. In addition, members discussed whether or not to add additional drop boxes for the 2022 election. Additional drop box expenses would include the cost of the drop box itself,

transportation costs, lighting, surveillance cameras, and salary/mileage for picking up and returning ballots to the election office. Forms are not finalized for the proposed ballot drop boxes. No action was taken at this time.

Tentative Election Dates

A copy of the tentative election dates for 2022 was sent out with the board packet. Please refrain from making plans on any of the given days.

Computer Systems and Software Security Updates:

Mrs. Loibel reports that 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 as of October 31, 2021 were as follows: Total Active Registration 43,757, 12,276 Democrat, 22,634 Republican, 76 Green, 223 Libertarian, 39 Working Class, 19 Bread & Roses, 8,085 Unaffiliated, and 405 Others.

Board Members Report:

The annual Christmas luncheon will be held following the next regularly scheduled board meeting on December 1, 2021. Mrs. Loibel will make reservations at the Cumberland Country Club.

Disclosure of Campaign Contributions:

None

Next Meeting:

The next regular meeting will be held on December 1, 2021 at 9:00 A.M.

Adjournment:

Mrs. Spiker made a motion for adjournment. Ms. Johnson seconded the motion. The motion passed unanimously. Mr. Stakem adjourned the meeting at 10:45 AM.