

MINUTES

October 4, 2017

MEETING OF THE ALLEGANY COUNTY BOARD OF ELECTIONS 701 Kelly Road, Room 231, Cumberland, Maryland

Present: Richard DeVore, President
Armand Pannone, Board Attorney
Georgia Martin, Member
JoAnn Spiker, Member
John T. Stakem, Member
Diane Loibel, Election Administrator

Absent: Ronald Levasseur, Member

Call to Order:

Mr. DeVore called the meeting to order at 9:00 A.M., at which time a quorum was established.

Minutes:

Mr. DeVore called for alterations, corrections, and/or approval of the minutes.

MOTION: Mrs. Martin motioned to accept the September 6, 2017 minutes as written.

SECOND: Mr. Stakem

ACTION: Favorable and unanimous.

Additions: Mrs. Loibel reported that the MAEO Conference will be held on March 13 – 16, 2018.

Attorney's Report: Mr. Pannone reported that he will be amending the wording for an appeal in the Conflict of Interest Plan. He will present the amendments during the next meeting.

ADMINISTRATOR'S REPORT:

OLD BUSINESS:

Polling Place Agreements: Polling place agreements are ready to be mailed out today. We have received the Board of Education's facility use agreement for the

2018 elections for all of the schools. Mrs. Loibel reported that although some schools will be having some roof repairs, the Board of Education does not think this will interfere with voting.

Candidate Filings: Mrs. Loibel provided the names of those candidates who have filed since the last meeting. The Candidate List can be viewed on the bulletin board outside of this meeting room.

Pollbook Upgrades and Replacement of C-mos Batteries: We have received our 2nd shipment of pollbook batteries and have begun the replacement process. We hope to have this completed by next week.

SBE Biennial Conference: A copy of the draft agenda has been placed in the board member's blue folders. Mrs. Loibel reminded members that this conference is a mandatory requirement and one must request a waiver if unable to attend.

Early Voting Memorandum of Understanding: The Early Voting MOU was not signed at the Commissioner's meeting on September 21st. The MOU is scheduled to be on the consent agenda on October 12, 2017.

Polling Place Change: As stated before, we are entertaining the idea of moving the polling place from District 16, North Branch Fire Department, 12100 North Branch Road SE, Cumberland to the Department of Emergency Services Building located at 11400 PPG Road SE, Cumberland. Mr. DeVore reported that the Polling Place Accessibility Survey and the site survey have not been completed at this time. He hopes to have it ready for the next meeting.

Conflict of Interest Plan: Mr. DeVore and Mr. Pannone, Board Attorney has been working on the appeals process to the Conflict of Interest Plan. Mr. Pannone will have it ready at the next meeting.

High School Registrations: High School Registrations are set to begin this week. A copy of the schedule has been included in the board's blue folders.

New Business:

Duties for the Upcoming Election: Mrs. Loibel went over the duties of the board for the upcoming 2018 elections.

- Election Judge Training: Members agreed to continue to participate in attending at least two election judge training classes for Election Day, one early voting training and one same day registration training class.
- Nursing Home & Absentee Ballots: Members agreed to continue conducting absentee voting at the nursing homes and assisted living facilities.

- Early Voting: Members will be conducting the polling place evaluations for early voting. After some discussion, members will continue to observe early voting each day.
- Verification of Supplies: Members will complete the verification of the supplies for early voting and Election Day.
- Polling Place Setup: We may need to make some changes to our polling place setup for the members. We can discuss this at a future meeting.
- Polling Place Visits on Election Day: Members discussed allowing the all-day technicians to complete the polling place evaluations in 2018. This will allow them to move along and transport supplies as needed.
- Returning Supplies Election Night: Members will randomly select precincts for the audit and oversee election night returns.
- Absentee/Provisional Canvasses: Members will participate in all canvasses as required.

Meet and Greet for Election Judges: We will be holding a meet and greet for potential new election judges on Wednesday, November 1st at 2:00 PM and again at 5:30 PM.

2018 Election Calendar: An updated copy of the 2018 election calendar was placed in the board members' blue folders.

Registration Statistics: Statistics as of September 30, 2017 were as follows: Total Active Registration 43,191 – 14,028 Democrat, 21,385 Republican, 130 Green, 284 Libertarian, 7,057 Unaffiliated, and 307 Others.

Board Members Report: Mr. DeVore reported he was contacted by Mr. Levasseur's family that he is currently recuperating from a fall in Frost Village Nursing and Rehab Center and will not be attending our meetings through the end of this year. It was decided to send a planter/flower arrangement to Mr. Levasseur.

Next Meeting: The next regular meeting will be held on November 1, 2017 at 9:00 A.M.

Adjournment:

Mr. DeVore adjourned the meeting at 10:10 A.M.

MOTION: Mrs. Martin motioned to adjourn the meeting.

SECOND: Mr. Stakem

ACTION: Favorable and unanimous.