

## MINUTES

November 1, 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:** Mr. Stakem motioned to accept the October 4, 2017 minutes as written.

**SECOND:** Mrs. Spiker

**ACTION:** Favorable and unanimous.

Additions: None

Attorney's Report: Mr. Pannone presented the process for the appeal process in the Conflict of Interest Plan. Mr. DeVore stated that this would be discussed under Old Business.

**ADMINISTRATOR'S REPORT:**

#### **OLD BUSINESS:**

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.

Early Voting MOU: Mrs. Loibel reported that the Early Voting MOU was signed at the Commissioners meeting on October 12, 2017.

Polling Place Change: No action was taken on this line item. We are still awaiting the polling place accessibility survey from Mr. DeVore.

Conflict of Interest Plan: Board Attorney Armand Pannone presented members with an addendum to the Conflict of Interest Plan. The addendum states members that wish to appeal a decision of the Allegany County Board of Elections' response to a conflict of interest may file said Exceptions in writing to the President of the Board and file a petition along with the Exceptions request to the Circuit Court for Allegany County, Maryland. Members approved the plan as presented.

MOTION: Mrs. Martin motioned to approve the Conflict of Interest Plan as amended with the addendum.

SECOND: Mrs. Spiker

ACTION: Favorable and unanimous.

High School Registrations: Staff members provided high school students the opportunity to register to vote during the month of October. They visited a total of 5 high schools this year. Calvary Christian Academy chose not to participate this year because they only had 2 seniors attending. We received a total of 86 registrations.

Meet and Greet: A Meet and Greet for potential new election judges is scheduled for today beginning at 2:00 PM. The 5:30 class was postponed since we only had 2 people sign up. They will be contacted again for the next session in January.

### **New Business:**

Biennial Update: Mrs. Loibel reported copies have been provided in the blue folders for Mrs. Martin and Mr. Levasseur who were unable to attend SBE's Biennial Conference this year.

Absentee Printing and Mailing: As we prepare for the 2018 elections we are assuming that we will once again be handling the mailing of our own absentee ballots. The last several elections this has been handled by Runbeck but it is my understanding that they will not be providing this service in 2018.

Voter Privacy at the Scanning Units: A copy of the Privacy at the Scanning Unit Recommendations has been placed in your blue folders for your review. Mandatory actions include the judge must stand 2 feet away and off to the side of the scanner, add the location of the scanning unit judge on the site survey, and to include specific instructions, text, and diagrams to further emphasize where the judge will stand or sit in the election judge manual. Under the optional actions we will be adding “privacy screens” to both sides of the scanner. Pictures can be found in your blue folders.

Razed/Condemned Buildings: Land Development will be including us in their monthly report of razed/condemned buildings.

County Tech: We are still looking for a county tech. If anyone has a suggestion, please let me know as soon as possible.

Electionware Training: ES&S was here on October 25<sup>th</sup> to go over what’s new for the upcoming election.

UOCAVA Training: Melissa and I will be participating in the UOCAVA training on November 16<sup>th</sup>.

Registration Statistics: Statistics as of October 31, 2017 were as follows: Total Active Registration 43,273 – 14,026 Democrat, 21,430 Republican, 132 Green, 289 Libertarian, 7,089 Unaffiliated, and 307 Others.

Board Members Report: Board Members asked Mrs. Loibel to set up the annual Christmas Luncheon at the Cumberland Country Club on December 6<sup>th</sup> at 11:30. Mrs. Loibel stated that she would make the reservations and get a copy of the menu.

Disaster Scenario #1: Following SBE’s biennial conference, it was decided that the board members and staff would participate in disaster scenarios at a polling place following each board meeting. Mr. DeVore presented the first scenario indicating that there was an unhappy voter at a polling place. The gentleman was refusing to leave and was starting to intimidate voters who were coming to vote. A roundtable discussion took place with both staff and board members discussing the best way to diffuse the situation in order for a peaceful outcome.

Next Meeting: The next regular meeting will be held on December 6, 2017 at 9:00 A.M.

Adjournment:

Mr. DeVore adjourned the meeting at 9:50 A.M.

MOTION: Mrs. Martin motioned to adjourn the meeting.

SECOND: Mrs. Spiker

ACTION: Favorable and unanimous.