

MINUTES

July 6, 2022

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
Debbie Johnson, Member
Tim Donaldson, Member
Lisa Griffith, Member
Diane Loibel, Election Administrator
Samantha Logsdon, Deputy Director

ABSENT: None

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. Mrs. Spiker made a motion to approve the May board minutes. Mr. Donaldson seconded the motion. The motion passed unanimously.

ATTORNEY'S REPORT

Mr. Pannone presented the agreement between Allegany Professional Properties and the Allegany County Board of Elections for permission to access a plot of land that adjoins the polling place known as Trinity Lutheran Church located at 326 N. Centre Street for the purposes of installing a temporary ramp. This agreement is for the 2022 Primary and General Elections. Mr. Pannone asked that we provide a Certificate of Appreciation to Allegany Professional Properties for their willingness to help out with the accessibility of our polling place.

CORRESPONDENCE

None

ADDITIONS

None

ADMINISTRATOR'S REPORT

OLD BUSINESS:

Mail-in Applications

Mrs. Loibel reported that staff has processed 3,879 mail-in applications as of July 6, 2022. A total of 1,365 ballots have been received as of this date.

Election Judge Recruitment

The Governor issued an incentive for state workers who serve as election judges for the 2022 Elections. This now includes regular and contractual workers and they will receive 16 hours of administrative leave for working both early voting and election day.

Election Judge Refresher Training

Election judge refresher training was held on June 25th and 26th. This training was held as an open house where election judges can come in and practice on the equipment and ask any questions they may have. We had 63 election judges participate in the refresher training. As of today, we still have 12 vacancies to fill.

Nursing Home Mail-In Ballot Program

Nursing home mail-in ballot packets were delivered in person to all nursing homes and assisted living facilities. Activity directors were directed to return the mail-in ballot packets in person if possible or by mail as long as they are mailed on or before election day.

Specimen Ballots

Specimen ballots have been sent to all registered voters except those who are flagged as mail-in voters.

Logic & Accuracy

L&A has been completed on all voting equipment. L&A documents have been sent to SBE.

Public Demonstration

The Public Demonstration was held on July 1, 2022 at 9:00 A.M. We did not have anyone present for the demonstration. Notices were mailed to both local central committees, Ms. Linda Lamone, State Administrator, Ms. Margie Woodring, City of Cumberland, and all candidates who are not represented by a party. The notice was also posted on our website.

Polling Place Evaluation Plan

As discussed previously, members will continue with the completion of the Polling Place Evaluation Surveys. Mrs. Loibel will include the surveys in the board bags that will be picked up during early voting or when packed.

EFS Tech Assignments

All positions have been filled for the EFS Tech positions and they have all been assigned their polling places for election eve and election day. Training took place on June 29th at 5:00 P.M.

Board Assignments

A copy of the board assignments was sent out to all members with their board packet.

Canvass Dates

A copy of the canvass schedule has been placed in the blue board folders.

NEW BUSINESS:

Early Voting Setup

Early Voting setup will take place at the conclusion of today's board meeting.

Polling Place Accessibility Checklists

A copy of the polling place accessibility checklist has been placed in the blue board folders. Please review and make sure that anything noted on the checklist has been completed on election day to make your polling places compliant.

Logic & Accuracy - Pollbooks

Logic & Accuracy for the pollbooks for early voting has been completed. We hope to have the election day pollbooks completed by the end of the weekend.

Ballot Drop Box Schedule

A copy of the ballot drop box schedule has been placed in the blue board folders. Next week, we will start pickups twice a day. Make sure on July 12th and July 19th that you pick up at the drop box at 8:00 P.M.

Table Top Exercise

A table top exercise sponsored by the Cybersecurity and Infrastructure Security Agency in association with the National Association of Secretaries of State and the National Association of State Election Directors will be held on August 17, 18, or 19. It will be a one-day exercise. The final date is to be determined.

EFS Tech Training

As stated earlier, EFS Tech training was held on June 29, 2022. We have 10 new techs for this election. Training was provided on all voting equipment. Techs will use the Timesheet Mobile App to submit their hours of work.

Registrar Update

We have received a total of 21 applications for the Registrar position. Once the election is over, we will take a look at the applications received. We hope to have the position filled by the end of August.

Computer Systems and Software Security Updates:

Mrs. Loibel reports that office staff has successfully applied the Microsoft Security updates for the month of June on SBE workstations. We have also

updated other third-party software applications to their latest versions on all workstations.

Registration Statistics:

Statistics as of June 30, 2022 were as follows: Total Active Registration 43,866, 11,976 Democrat, 22,772 Republican, 77 Green, 224 Libertarian, 66 Working Class, 8,364 Unaffiliated, and 387 Others.

Board Members Report:

Mr. Stakem wanted to recognize Debbie Johnson for taking her time to put together the ballot drop box schedule for the board members.

Disclosure of Campaign Contributions:

None

Next Meeting:

The next regular meeting will be held on August 10, 2022 at 9:00 A.M.

Adjournment:

Ms. Johnson made a motion for adjournment. Mrs. Spiker seconded the motion. The motion passed unanimously. Mr. Stakem adjourned the meeting at 10:02 A.M.