

MINUTES

May 1, 2019

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

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

Absent: Ronald Levasseur, Member
Armand Pannone, Board Attorney

Guests: John Fetchero
Debbie Johnson
Tim Donaldson

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 April 3, 2019 minutes as written.

SECOND: Mrs. Martin

ACTION: Favorable and unanimous.

Additions: None

Attorney's Report: None

ADMINISTRATOR'S REPORT:

OLD BUSINESS:

MAEO Conference: Mrs. Loibel reminded members of the upcoming MAEO conference on May 21st – May 24th. An updated agenda was presented to all members who will be attending the conference. Mrs. Loibel said that she is still

in need of one more door prize for the conference. Mr. Stakem said he would take care of the additional door prize.

FY20 Budget: Mrs. Loibel reported that on April 12th, she received a request from the county's finance director asking us to find a 2 or 3% budget savings to assist in balancing the County's budget. Mrs. Loibel reports that she cut the request for a new MDVOTERS printer, as well as a \$4,000 reduction to the overtime budget. In addition, funding for a garage door was moved to the current fiscal year and we reduced the postage and expense budget to cover the rest of the requested reduction.

Financial Disclosures: Mrs. Loibel reminded members who are not returning to the board to file their final financial disclosure within 30 days of their term ending. New members will need to file their financial disclosure within the first 30 days.

Memorandum of Understanding – Voting System Storage: Mrs. Loibel discussed the comments that she provided to Mr. Ross at SBE. At this point, she is still uncomfortable signing the MOU because of the climate control aspect in the MOU. Mr. Ross stated that the MOU will be written specifically for each county and he will be contacting Mrs. Loibel in the near future to find out what she needs to feel more comfortable signing the document.

FY19 Inventory: Mrs. Loibel reported that she has completed the FY19 Inventory Audit at this time. According to the State's dashboard, we are at 100%.

Pollbook Battery Test: A pollbook battery test was conducted on pollbooks during the month of April. The State required that only 8 precinct's batteries be tested but we decided to go ahead and test all of them. We had about a 3% failure rate which seems to be in line with the other counties. The State will replace 3% of the batteries. The battery cost is \$155.00 per battery and the county will adhere all of the cost.

Election Judge Lessons Learned: Mrs. Loibel said that 24 election judges have reserved a seat for the upcoming lessons learned meeting. A catered lunch will be provided following the session. An updated agenda has been placed in the board members folder.

New Business:

Polling Place Change – Dist/Prec 006-005 (Bishop Walsh School): As we discussed at our last board meeting, we are looking to move our polling place from Bishop Walsh School to the new Allegany High School. Mrs. Spiker, Mr. Stakem, and Mrs. Loibel went back to Allegany and took a look at the proposed area for voting. We made a few changes and have provided a new copy of the site layout for review.

MOTION: Mrs. Martin made a motion to move the polling place from Bishop Walsh School to the new Allegany High School.

SECOND: Mr. Stakem

ACTION: Favorable and unanimous.

Polling Place Change – Dist/Prec 006-001 (Emmanuel Episcopal Parish Hall): After a short discussion of moving this polling place to St. Paul's Lutheran Church it was decided not to take any action at this time. Mr. DeVore suggested looking at the Library as a possible location for this polling place.

Polling Place Change – Dist/Prec 014-000 (Ramada Inn): After a short discussion of moving this polling place to the activity room at the Cumberland Arms it was decided not to take any action at this time. Mrs. Loibel will conduct a polling place accessibility survey and site survey. The surveys will be provided at the next board meeting.

Networking Survey for Polling Places: A survey has been sent to all polling places requesting information regarding hardwired, wireless or cellular connectivity in the polling room. In addition, Mrs. Loibel has been in contact with Nil Grove at the Allegany County Board of Education regarding the networks in schools. Ms. Grove has been very helpful and seems willing to help out with whatever is necessary to provide the necessary components needed for Same Day Registration.

Additional Voting Equipment Survey: A survey has been sent out by SBE requesting what, if any, additional voting equipment will be needed for 2020. Mrs. Loibel reports that she has asked for 3 new scanning units, 4 ballot boxes, and 2 additional pollbooks.

Legislative Update: A copy of all election related bills that passed the General Assembly this session was provided to all board members for their review.

Computer Systems and Software Security Updates: We have successfully applied the Microsoft Security updates for the month of April on SBE workstations. We have also updated other third-party software applications to their latest versions on all workstations.

Registration Statistics: Statistics as of April 30, 2019 were as follows: Total Active Registration 43,314 – 13,336 Democrat, 21,867 Republican, 0 Bread & Roses, 7,393 Unaffiliated, and 718 Others.

Board Members Report: None

Next Meeting: The next regular meeting will be held on June 5, 2019 at

9:00 A.M.

Adjournment:

MOTION: Mrs. Spiker motioned to adjourn the meeting.

SECOND: Mrs. Martin

ACTION: Favorable and unanimous.

Mr. DeVore adjourned the meeting at 10:20 A.M.