

## MINUTES

September 6, 2017

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

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

Absent: None

Call to Order:

Mr. DeVore called the meeting to order at 9:03 A.M., at which time a quorum was established.

Minutes:

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

MOTION: Mrs. Spiker motioned to accept the August 2, 2017 minutes as written.

SECOND: Mr. Stakem

ACTION: Favorable and unanimous.

Additions: Mrs. Loibel asked members about their preference for use of the BMD for 2018. Mrs. Loibel explained that 2 columns have been added for viewing candidate names but the navigation issues still exist. The board decided that they would prefer to use the BMD as it was used for the 2016 elections.

Attorney's Report: Mr. Pannone reported that he had reviewed the Conflict of Interest Plan and stated that it was acceptable. This will be discussed under New Business.

ADMINISTRATOR'S REPORT:

**OLD BUSINESS:**

Polling Place Agreements: Mrs. Loibel reported that she will be sending out the polling place agreements in the next month. The Board of Education has been contacted to see if any of the schools used as polling places has any capital improvements scheduled for the summer of 2018.

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 41 C-mos batteries and have installed all of them at this time. We are expecting the next shipment to arrive sometime in mid-September. We will be installing the remainder of the batteries sometime in October.

Election Judge Inquiries: A total of 758 Election Judge Inquiries were sent out on August 21<sup>st</sup>. Of the 319 judges who worked in 2016, we have heard back from 111 judges. 100 have indicated that they will be returning in 2018 and 11 have indicated that they would not be returning to work.

Security for Election Office: As added security for the election office, Advantage Computer & Communications installed an additional door control mag lock and exit sensor on our office door. A keycard is now needed to access the office.

Early Voting Memorandum of Understanding: The Early Voting MOU has been sent up to the commissioner's office and will be on the agenda at their September 21<sup>st</sup> meeting.

### **New Business:**

2018 Pre Primary Training Plan: The PPTP is tentatively scheduled for the week of January 15<sup>th</sup>. The Pre Primary Training week is expected to provide training to the LBEs on any changes made to the voting system and written procedures since the 2016 elections. A reduced scope of primary election tasks will provide refresher training by participating in L&A testing, three simulated days of Early Voting, an Election Day, Election Night Reporting, and a Canvass.

Conflict of Interest Plan: A copy of the Conflict of Interest Plan was mailed out to all members for their review. Mr. Pannone, Board Attorney reviewed the plan for accuracy. Mr. Levasseur wanted to know what the appeal process would be if someone did not agree that he/she had a conflict. Board member Mr. DeVore agreed that we should include an appeals process in the plan. No action was taken at this time. Mr. DeVore will present a revised plan at the next regularly scheduled board meeting.

Polling Place Change: Discussion took place involving moving District 16, North Branch Fire Department to the Department of Emergency Services building

which is located at 11400 PPG Road, Cumberland. Notice was placed on the website on September 1<sup>st</sup>, disclosing that this topic would be discussed at the board meeting. Mrs. Loibel explained that this is a county owned facility which will save the county approximately \$300.00 per election year. The move will allow more parking for voters as well as a larger floor plan to set up the voting equipment. It is in close proximity of the original polling place so it should not be confusing to voters. We will add additional signage to direct voters down PPG Road instead of making a right off of PPG Road to the fire hall. A polling place survey is on file for this location because it is the alternate polling location for our Early Voting Site but Mr. DeVore is going to re-evaluate the site. No action was taken at this time. Members wanted to see the new survey and layout before making any decisions.

High School Registrations: Mrs. Loibel stated that staff would be sending a letter to the Superintendent of Schools later this month to set up high school registrations. We feel that it will be better to take care of this during the fall when our schedules are a little more flexible.

National Voter Registration Day: Samantha Logsdon is working with Frostburg State University to set up a voter registration drive in observance of National Voter Registration Day which is September 26<sup>th</sup>. Mrs. Loibel stated that she has been contacted by the library system who is interested in conducting voter registration drives at the local libraries for National Voter Registration Day.

Registration Statistics: Statistics as of August 31, 2017 were as follows: Total Active Registration 43,097 – 14,030 Democrat, 21,335 Republican, 127 Green, 282 Libertarian, 7,019 Unaffiliated, and 304 Others.

Board Members Report: None

Next Meeting: The next regular meeting will be held on October 4, 2017 at 9:00 A.M.

Adjournment:

Mr. DeVore adjourned the meeting at 10:45 A.M.

MOTION: Mrs. Martin motioned to adjourn the meeting.

SECOND: Mr. Stakem

ACTION: Favorable and unanimous.