

## MINUTES

March 3, 2021

### 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  
Timothy Donaldson, Member  
John Fetchero, Member  
Debbie Johnson, Member  
Diane Loibel, Election Administrator

**ABSENT:** None

#### **DECLARATION OF QUORUM PRESENT**

Mr. Stakem called the meeting to order at 9:03 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. Mr. Fetchero made a motion to approve the February 3<sup>rd</sup> minutes. Ms. Johnson seconded the motion. The motion passed unanimously.

#### **ADDITIONS**

Mrs. Loibel reported that the Allegany County Office Complex will be open to the public beginning on March 8, 2021 for regular business hours. She also reported that the census data has been delayed.

#### **ATTORNEY'S REPORT**

Mr. Pannone did not have anything to report.

#### **CORRESPONDENCE**

None

#### **ADMINISTRATOR'S REPORT**

#### **OLD BUSINESS:**

##### **Financial Disclosures**

Mrs. Loibel reminded members to complete their Financial Disclosure required by the Maryland Ethics Commission prior to the April 30, 2021 deadline.

##### **FY22 Budget**

The request to create a Deputy Director of Elections was approved at the Commissioners' meeting on February 25, 2021. The next step is to get it through the budget process. A copy of the draft version of the FY22 budget was presented for the member's review. Mrs. Loibel stated that they are not holding in person budget meetings this year due to the pandemic. Budgets are due by March 26<sup>th</sup>. A final version will be presented at the April board meeting.

### **FY21 Inventory**

Staff has been working on the FY21 Inventory Audit in conjunction with post-election maintenance. We are standing at 54.39% complete. We hope to have inventory completed some time in the next two weeks.

### **Post-Election Maintenance**

To date, we have completed post-election maintenance on all of the DS200s and Ballot Marking Devices. We had 2 ballot boxes, 1 DS200, and 10 Ballot Marking Devices placed on the issue tracker for various reasons. ES&S is scheduled to be here today to complete the repairs. Currently, Brandy and Sam are checking all the voting booths and we expect to begin pollbook and printer maintenance next week.

### **MAEO Conference Update**

The MAEO Conference has been rescheduled for August 23<sup>rd</sup> – 27<sup>th</sup>. Many local boards were not comfortable attending in May because of the Covid-19 pandemic. I will keep you updated as I receive additional information.

### **NEW BUSINESS:**

#### **Manual Ballot Tabulation Audit**

The Manual Ballot Tabulation Audit was conducted on February 8<sup>th</sup> at the County Office Complex at 9:00 AM. A copy of the spreadsheets has been provided for members' review and signature. As you can see, we did not have any differences between the manual count and how the voting system counted the ballots.

#### **2022 Candidate Filings**

Candidate filings for the 2022 Elections began on February 23, 2021. To date, we have not had anyone file for office.

#### **Census Data**

Census Data will not be received until September 30, 2021. This will give us a very short window of time to complete the redistricting process before the candidate filing deadline and polling place deadline. At this time, we are working on data cleanup.

#### **2021 Legislative Update**

Election related bills were sent out prior to the board meeting for the members' review.

**Computer Systems and Software Security Updates:**

Mrs. Loibel reports that office staff has successfully applied the Microsoft Security updates for the month of February on SBE workstations. We have also updated other third-party software applications to their latest versions on all workstations.

**Registration Statistics:**

Statistics as of February 28, 2021 were as follows: Total Active Registration 43,733, 12,603 Democrat, 22,550 Republican, 77 Green, 210 Libertarian, 29 Working Class, 21 Bread & Roses, 7,832 Unaffiliated, and 411 Others.

**Board Members Report:**

There was nothing to report.

**Disclosure of Campaign Contributions:**

There was nothing to report.

**Next Meeting:**

The next regular meeting will be held on April 7, 2021 at 9:00 A.M.

**Adjournment:**

Mrs. Spiker made a motion for adjournment. Mr. Donaldson seconded the motion. The motion passed unanimously. Mr. Stakem adjourned the meeting at 10:16 A.M.