

MINUTES

April 12, 2022

MEETING OF THE ALLEGANY COUNTY BOARD OF ELECTIONS 701 Kelly Road, Room 230, Cumberland, Maryland

ATTENDEES: John Stakem, President
JoAnn Spiker, Member
Debbie Johnson, Member
Tim Donaldson, Member
Lisa Griffith, Member
Diane Loibel, Election Administrator
Samantha Logsdon, Deputy Director

ABSENT: Armand Pannone, Board Attorney

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 March board minutes. Ms. Johnson seconded the motion. The motion passed unanimously.

ATTORNEY'S REPORT

None

CORRESPONDENCE

None

ADDITIONS

None

ADMINISTRATOR'S REPORT

OLD BUSINESS:

Mail-in Applications

Mrs. Loibel reported that staff has processed 2,822 mail-in applications as of April 11, 2022. The second mailing will be sent out after the candidate filing deadline.

FY22 Inventory Audit

We have completed 100% of our FY22 Inventory Audit. The deadline to complete the inventory audit is June 30, 2022.

FY23 Budget

A draft copy of the FY23 Budget was available for board members' review. All documents were submitted by the March 25th County deadline.

Candidate Filings

Candidates filing in the month of March include: Hannah Smith filed for Democratic Central Committee, Niki Folk filed for Republican Central Committee, Janet Heavner, Keesha McClellan, and Meggin Miller filed for Board of Education, and Mary Conlon, Joseph George, and Angela McCuan filed for City Council. Candidates filing in the month of April include: Delanie Blubaugh, Paula Summerfield, and Robin Summerfield filed for Democratic Central Committee, John Fetchero and Tiffany Mock filed for Republican Central Committee, and Christopher Myers withdrew his candidacy for City Council. A complete listing will be available for the next meeting.

NEW BUSINESS:

Election Judge Recruitment

Mrs. Loibel explained that we are currently short approximately 80 election judges. We are posting on social media and cold calling but clearly that is not enough. Ms. Johnson gave a few names that would be interested in helping with the ballot drop boxes at the state prisons.

Polling Place Changes and Legislative Redistricting Plan of 2022

Mrs. Loibel stated that the Notice of Action was posted on our website 48 hours before the meeting. The board discussed the Legislative Redistricting Plan of 2022 and two polling place changes as outlined in the chart below:

Dist/Prec	Old Legislative District	New Legislative District	Old Polling Place Name	New Polling Place Name	Comments
04-002	1C	1B	Living Stone Church of the Brethren	Living Stone Church of the Brethren	Legislative District Change
04-003	1C	1B	South Penn Elementary School	South Penn Elementary School	Legislative District Change
04-004	1C	1B	Fort Hill High School	Fort Hill High School	Legislative District Change
04-005	1C	1B	Emmanuel Bethel UM Church	Emmanuel Bethel UM Church	Legislative District Change
04-008	1C	1B	Salvation Army Community Center	Washington Middle School	Legislative District Change and Polling Place Change
06-001	1C	1B	Emmanuel	Emmanuel	Legislative District

			Episcopal Church	Episcopal Church	Change and combine ghost precinct 06-099
06-003	1C	1B	West Side Elementary School	West Side Elementary School	Legislative District Change
06-005	1C	1B	Allegany High School	Allegany High School	Legislative District Change
14-000	1B	1B	Ramada Inn	Trinity Lutheran Church	Polling Place Change
16-001	1C	1C	Department of Emergency Services	Department of Emergency Services	District 16 was split with the redistricting plan into 2 different legislative districts. Consolidate 16-001 and 16-002
16-002	1C	1B	N/A	Department of Emergency Services	District 16 was split with the redistricting plan into 2 different legislative districts. Consolidate 16-001 and 16-002
21-000	1B	1C	Baltimore Pike Volunteer Fire Department	Baltimore Pike Volunteer Fire Department	Legislative District Change
22-001	1C	1B	Allegany College of MD	Allegany College of MD	Combining all precincts in District 22
22-002	1B	1B	Allegany College of MD	Allegany College of MD	Combining all precincts in District 22
26-000	1B	1A	Frostburg Community Center	Frostburg Community Center	Legislative District Change

District 004-008 Polling Place Change

Mrs. Loibel explained that she has looked at multiple locations to fill the vacancy at the Salvation Army Community Center. She contacted Memorial Heights Baptist Church, Church of Christ, Cumberland Gospel Hall, the community room at Gateway Terrace and Washington Middle School. All responded as not interested or did not respond at all except for Washington Middle School. Washington Middle School responded that they are willing to serve as the polling place but Mrs. Loibel disclosed that Washington Middle School is just over the precinct boundary and does not reside in Election District 004 Precinct 008. Since we have exhausted all of our possibilities, Mr. Stakem called for a motion to move the polling place. Mrs. Spiker made a motion to move the polling place from the Salvation Army Community Center (District 004 Precinct 008) to Washington Middle School which is housed in Election District 004-004. Mr.

Donaldson seconded the motion and the motion passed by majority vote. Mrs. Griffith voted no to the polling place change.

District 014-000 Polling Place Change

Mrs. Loibel explained that we have moved this polling place many times over the years. We have been there at John F. Kennedy Homes, the dining hall at the former Senior Citizen's Center, and the Ramada Inn. In addition, we have conducted accessibility surveys at the Cumberland Arms, Windsor Events Centre, and the City of Cumberland's Council Chamber. The last three were either not ADA compliant or did not have enough parking. It is very difficult finding a building in historic downtown that meets the ADA requirements. Trinity Lutheran Church will need to have a temporary ramp installed from the parking lot to the entrance of the polling place. Mr. Pannone, board attorney reached out to Dr. Sharma from Global LLC to make sure they had no issues with the temporary ramp. Dr. Sharma owns the vacant lot behind the church and had no objections to the temporary ramp. Part of the temporary ramp would be located on that property. Mrs. Loibel requested Mr. Pannone to get something in writing giving his consent. Mr. Pannone stated that he would take care of this issue. Mr. Stakem called for a motion to move the polling place. Mrs. Spiker made a motion to move the polling place from the Ramada Inn to Trinity Lutheran Church. Ms. Johnson seconded the motion and the motion passed unanimously.

Legislative Districting Plan of 2022

After reviewing SJ2 – Legislative Districting Plan of 2022, Mr. Stakem called for a motion to approve the Legislative Districting Plan as presented. If the court's ruling affects any of the legislative plan, we will reconvene (by phone if necessary) to vote on any additional changes. Ms. Johnson made a motion to accept the Legislative Districting Plan of 2022. Mrs. Spiker seconded the motion and the motion passed unanimously.

Transportation Meeting

A meeting with the transportation vendor is scheduled for April 19, 2022 at 11:00 AM. We still need to work out the delivery schedule and figure out what equipment will not be able to fit in the transfer cart.

Ballot Drop Boxes at Department of Safety and Correctional Facilities

Mrs. Loibel explained that she had a virtual meeting with Tracy Hartman with SBE regarding ballot drop boxes at the Department of Safety and Correctional Facilities.

General Information:

- One person from the office should have the background check done in case of emergency.
- Use a provisional ballot bag not a ballot transfer bin.
- NBCI – 3 drop boxes (2 inside – 1 outside) 8 eligible inmates.
- WCI – 1 drop box (inside) 50 eligible inmates.

- Same person cannot pick up ballots and receive ballots at the office.
- 1st visit we will receive keys from the prison.

Recommendations:

- Team of two election officials;
- Wear ID; and
- Wear a top with the election board logo printed on it.

Requirements:

- Must be sworn in;
- Must have an in-depth background check done which is good for one year;
- Must have State issued ID or license;
- Subject to all rules for visitors at prison;
- Do not take in any electronic devices to prison;
- Will be escorted by a guard;
- Must have 24/7 camera surveillance; and
- Shoes must be removed.

Schedule (Election Year):

- Once a week till first week of July
- Beginning July 5th twice a week

Make sure to pick up on deadline dates at the following times:

- June 28, 2022 at 5:00 pm
- July 12, 2022 at 8:00 pm
- July 19, 2022 at 8:00 pm

(Times will depend on if prison okays the time of pickup)

Schedule (Non-Election Year):

- At a minimum once a quarter but know more than once a month.
(This may be subject to change)

EFS Techs

We have several vacancies for election field service techs. Please let the office know if you know anyone who would be interested in this position.

Board Assignments for 2022 Election

A revised copy of the board assignments was provided to all members for their review. Please keep in mind that the assignments are tentative based on the court's decision regarding redistricting.

Nursing Home Program

The State Board is in the process of reviewing the Nursing Home Manual. We have reached out to all the nursing homes to find out if they are interested in having us come in person and if yes, what the protocols are for each nursing home. More information will follow.

Additional BMDs

Washington County has some extra ballot marking devices that they are willing to transfer to our county. The benefit in this transfer would allow us to send two ballot marking devices to each polling place. We have the money in the budget to absorb the additional cost for the lease of the additional ballot marking devices. Mr. Stakem will entertain a motion to purchase the additional ballot marking devices. Mrs. Spiker made a motion to request transfer of the additional ballot marking devices to our county. Ms. Johnson seconded the motion and the motion passed by majority vote. Mrs. Griffith voted against the transfer of ballot marking devices because of the additional cost.

Legislative Update

Election related bills that have passed for this election included:

- SB158/HB35 – Voting System Costs, Polling Places, and Primary Election Date Requirements
- SB1012 – Congressional Redistricting Plan
- HB328/SB907 – Elections – Polling Place Location Restrictions – Repeal
- SB163 – Election Law – Ballots – Processing and Reporting Procedures
- HB862 – Election Law – Ballots – Processing and Reporting (Should match SB 163)
- SB101/HB291 – Election Law – Contested Elections

Computer Systems and Software Security Updates:

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

Registration Statistics:

Statistics as of March 31, 2022 were as follows: Total Active Registration 43,494, 11,985 Democrat, 22,514 Republican, 78 Green, 224 Libertarian, 48 Working Class, 8,234 Unaffiliated, and 411 Others.

Board Members Report:

None

Disclosure of Campaign Contributions:

None

Next Meeting:

The next regular meeting will be held on May 4, 2022 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 11:32 A.M.