

MINUTES

August 3, 2020

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 9:07 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 July 8, and July 22, 2020 minutes. Ms. Johnson seconded the motion. The motion passed unanimously.

ADDITIONS

There were no additions to the agenda.

ATTORNEY'S REPORT

Mr. Pannone did not have anything to report.

CORRESPONDENCE

None

ADMINISTRATOR'S REPORT

OLD BUSINESS:

FY21 BUDGET

As mentioned earlier, we will be responsible for 100% of the PPE that we have ordered for the election. In addition, we have ordered more privacy sleeves, VAC pouches, memory sticks, ballot transfer bins, and an additional ballot drop box that was not budgeted for. In addition, we may need to hire additional people to help process absentee ballot applications and vote by mail ballots.

MAEO CONFERENCE

Due to the current health crisis, the 2020 annual MAEO conference has been cancelled. The 2021 conference will be held on May 24 – 28th 2021 in Ocean City. The annual MAEO meeting will be held on Tuesday, August 25, 2020 at 10:00 AM. This will be a Zoom video meeting. A copy of the MAEO agenda has been placed in your blue board folders.

Post-Election Maintenance

PEM began on Monday, July 27th. The DS200s have been charged and the pollbooks are in the process of being charged. The deadline to complete PEM is August 31, 2020.

Warehouse Upgrades

The new air conditioner, humidity control and heating unit has been installed and seems to be working. Temperature has been around 69 degrees and the humidity has been below 50%.

NEW BUSINESS:

Election Judge Training Notices

Mrs. Loibel hopes to have the training notices out by August 17th. She has asked if we can mail all election judges a copy of the power point presentation covering Chapters 1 – 4. Erin said she will let me know as soon as she knows. For the hands-on training, judges will be adhering to the social distancing guidelines as well as wearing gloves when touching the voting equipment. Face masks will be mandatory during training.

Local Ballot Questions

Mrs. Loibel has reached out to both the County Attorney, Lee Beeman, and the City of Cumberland Attorney, Michael Cohen to see if they have any local ballot questions to be placed on the General Election Ballot. Both have responded no.

Ballot Drop Box Locations

Per Nikki at SBE, we need to have an additional ballot drop box in the western end of the county. A map has been placed in your blue folders for your reference. Mountain Ridge High School has agreed to allow us to place the drop box there. Other possible locations could be the plaza at Roses or at Weiss' Market. The school will offer the best security. A surveillance camera to run 24-7 will need to be installed for the duration and we will have to follow the same regulations that we did for the primary election. The ballot box must be emptied twice a day, reports filled out, and ballots brought back to the election office. Anyone who empties the ballot drop box must be fingerprinted and have a background check ran on them. John and Debbie said they would be willing to help with this if necessary. A copy of the form to complete for the fingerprinting and background check has been placed in the blue board folders. Mileage will track of your mileage and turn it in at the end of the election. You will need to be

there at 8:00 PM on the night of the election to remove the ballots and lock the drop box.

Part-Time Help

Mrs. Loibel stated she is looking to hire someone for processing absentee ballot applications that we expect to receive beginning in late August. We are hopeful that one of our election judges will be willing to help out in the office. Mrs. Loibel stated she has elected not to go with the call center for this election. After talking with the staff, they would prefer that we continue to offer that personal assistance to our voters that they can't get from a call center. If we are unable to keep up with all of the phone calls, we may have to hire someone to help out with answering the phones in addition to someone to help with data entry.

Nursing Homes

Mrs. Loibel expects that nursing homes will be handled in the same manner that we did in the primary election. Brandy is currently working on getting their list ready and the first letter will go out August 3rd. Ballots will be mailed to the attention of the activity directors in one box by traceable mail. A pre-paid postage label for the return of the ballots will be provided to all nursing homes.

Consolidation of Polling Places

Mrs. Loibel proposed the following consolidations for the Presidential General Election:

001-000 and 021-000 with 003-000
002-000 with 016-000
004-002, 004-003, 004-005, 004-008 with 004-004
005-006 and 005-004
006-001, 006-003, 006-005, with 006-006
007-001 and 007-002
009-000 with 010-000
029-002 and 029-003 with 029-001

This plan will be submitted to the State Board of Elections for their approval. Once we have the approval of SBE we will take action at the next regularly scheduled board meeting.

Ballots by Precinct

There will be a ballot style for every precinct for the upcoming general election. This is necessary in order for the State to produce election results by precinct for interested parties. With that said, we will have 42 ballot styles for this election. A cart will be purchased for hold the ballots in during the election. There will be no borrowing ballots from one precinct for another if someone is running low so we need to be very careful when ordering ballots.

Computer Systems and Software Security Updates:

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

Registration Statistics:

Statistics as of July 31, 2020 were as follows: Total Active Registration 43,237, 12,833 Democrat, 22,145 Republican, 2 Working Class, 14 Bread & Roses, 7,584 Unaffiliated, and 659 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 September 2, 2020 at 9:00 A.M.

Adjournment:

Mr. Donaldson made a motion for adjournment. Mrs. Spiker seconded the motion. The motion passed unanimously. Mr. Stakem adjourned the meeting at 10:55 A.M.

Vote Centers for the 2020 Presidential General Election

Flintstone Volunteer Fire Department
21701 Flintstone Drive, NE
Flintstone, MD 21530

Fort Hill High School
500 Greenway Avenue
Cumberland, MD 21502

Allegany High School
900 Seton Drive
Cumberland, MD 21502

Westmar Middle School
16915 Lower Georges Creek Road, SW
Lonaconing, MD 21539

Mountain Ridge High School
100 Dr. Nancy S. Grasmick Lane
Frostburg, MD 21532

Allegany County Office Complex
701 Kelly Road, Room 100
Cumberland, MD 21502

Notice of Action: At its September 2, 2020 board meeting, the Allegany County Board of Elections voted to approve the vote center proposal. Vote Centers include:

Flintstone Volunteer Fire Department

Fort Hill High School

Allegany High School

Mountain Ridge High School

Westmar Middle School

Allegany County Office Complex