



Cecil County Board of Elections

September 20 2023

MINUTES

PUBLIC NOTICE OF THE MEETING

Public notice of the Board meeting was provided by displaying the meeting information and agenda on the bulletin board located in lobby of the Cecil County Administration Building, and by posting on the Election agency website and Election agency social media platforms. A copy of the agenda was made available.

Minutes of the Cecil County Board of Elections meeting held on the 20th day of September 2023 in the Northeast Room on the 1st Floor of the Cecil County Administration Building located at 200 Chesapeake Boulevard in Elkton, Maryland. Public viewing of this meeting was available in person. Board member attendance was in person as noted below.

ATTENDEES:	Jennifer Graham	President
	Stephen Stiles	Vice President
	Krista Moretz	Secretary
	Eunice Grant	Board Member
	Holcombe Grier	Board Member
	Bradley Moore, Esq.	Board Counsel
	Hassan Aslam	Acting Director
	Cynthia Remmey	Acting Deputy Director
	Mary Nelson	Private Citizen/Voter
	Colleen Gray	Private Citizen/Voter

DECLARATION OF QUORUM

The meeting was called to order by President Jennifer Graham at 3:05 pm. Quorum was established with all five Board members present in person.

AGENDA

Acting Director presented the attached Agenda.

PRESIDENT'S REMARKS

President Jennifer Graham welcomed the board members and expressed gratitude for their contributions, regular attendance, and work with the State for internal guidance which has produced satisfactory responses.

APPROVAL OF MINUTES

The Minutes of the August 16, 2023 Board meeting were provided to the Board by electronic mail prior to this meeting and a copy was included in the Board folders.

MOTION: Board Member Holcombe Grier motioned to approve the Minutes of the August 16, 2023 Board Meeting as presented.

SECOND: Vice President, Stephen Stiles

ACTION: Favorable and unanimous, Motion carried

DIRECTOR'S REPORT – September 2023

Board Folders: Agenda, September 20, 2023 Board Meeting
Board Meeting Minutes August 16, 2023
Monthly Statistical Report, August 2023
Director's Report, September 2023

Public Notice EV Site Change
Prospective EV Site Locations
Draft 2023 Mandatory Biennial Meeting Agenda
Duties of Board and Election Director (For Approval)

Meetings, Trainings, and Important Dates:

September 1, 2023 State Administrator Lamone retires
September 11, 2023 Jared DeMarinis Cecil Meet & Greet (10:00 am)
September 20, 2023 Board Meeting
September 21, 2023 Election Director's Meeting (10:00 am)

Upcoming:

October 14, 2023 Deadline to notify SBE of Early Voting location changes
October 19, 2023 SBE Mandatory Biennial Meeting/Training, Annapolis
February 19, 2024 Candidate filing for 2024 Presidential Election ends at 9:00 p.m.
May 7, 2024 Deadline to request a mail-in ballot for 2024 Presidential Primary
May 2-9, 2024 Presidential Primary Early Voting
May 14, 2024 Presidential Primary Election Day (PP24)
October 24-31, 2024 Presidential General Early Voting
November 5, 2024 Presidential General Election Day (PG24)

I. Administration

We have received list of candidates for the Election Program IT Specialist II position. We are waiting for the interview questions and panel to be approved by State Board of Elections and will start conducting interviews soon.

Cindy Remmey, our current Acting Deputy Director and Election Program Supervisor has accepted a promotion at Baltimore County Board of Elections. Her last day at the Cecil County Board of Elections will be October 3, 2023. We thank Cindy for her service and wish her all the best in her new role. Anthony Patterson, Election Program Assistant I is also departing, and his last day is September 19, 2023. We have filled the position of Election Program Assistant I from the current list and the candidate has accepted the position. The new candidate will start on October 18, 2023.

II. Voter Registration/Vote-by-Mail

The Voter Registration completed the following transactions in July 2023:

- 423 Additions to the County Registration
- 394 Subtractions from the County Active Status,
- 110 Party Affiliation Changes,
- 346 Address Changes within Jurisdiction,
- 176 Name Changes

The Monthly Critical Audit has been completed for Queen Ann's County. DHMH (Department Health and Mental Hygiene-death notices) has been completed as well as AOC (Administrative Office of the Courts-convictions) has been completed. The ERIC (Electronic Registration Information Center) report was completed with 2,077 entries.

Processed 67 Batches (1,303 records) in MDVOTERS as well as 9 Mail-in Ballot requests. There were 4 Street file expansions with 2 merges completed.

Regional training for Voter Registration was held at Harford county and Cecil County staff members attended the training.

III. Election Worker

We sent out a second email to 77 potential election judges in August and we have a total of 116 Election Judges assigned for the Primary Elections. We are looking to recruit approximately 300 poll workers and are going to start making cold calls to registered voters throughout the county.

IV. Voting Systems and Polling Places

A. Voting Systems

At the Director's meeting on September 8, 2023 all Local Board of Elections were informed by State Board of Elections that the MVP (Minimum Viable Product) for the new poll books was not received and therefore will not be used for next year's elections.

We have received materials from SBE to begin reinstallation of software on our legacy EP5000 units. We are working on getting that new software installed on all existing pollbooks and checking if each poll book hardware components are operational. We have a total on 120 poll books and with a team of 2-3 people working in the warehouse we plan to finish this project by first week of October. The deadline to complete the reinstallation of software is October 24, 2023.

We received delivery of the blue transfer cart for placing ballot styles. It was delivered to our warehouse on September 13, 2023.

B. Polling Places/Early Voting Center

All polling places and site visits were completed for all active polling places throughout the county.

V. Municipal Election

Next Municipal Election is scheduled on October 16, 2023 at Rising Sun Town Hall.

VII. Website/Information Technology

Our regional manager Erin will be in communication with county IT and will conduct the PC assessments. She will obtain a list of all updated patches from him directly on a monthly basis. The county website was updated regularly with new information.

BOARD COUNSEL'S REPORT

Counsel indicated that there were no new developments to report.

OLD BUSINESS

The Board discussed the replacement of Cecil Arena which is not going to be available for the 2024 Elections. Board Member Holcombe Grier asked why the Early Voting sites were in the Western part of the County and if it was the State that decided what the disenfranchised areas are. Acting Director Hasaan Aslam explained the criteria for the locations and confirmed that the State determines what is a disenfranchised area.

Jasmine Barnet presented 3 proposed Early Voting sites to the Board which includes The Rising Sun Library, Cecil Community Center and the Church of Nazarene. The site layout and the room sizes at each location were discussed.

Board President opened the floor for the public comments before taking a vote to select from the three sites presented. All board members voted and selected the Church of Nazarene to replace the Cecil Arena. The Church parking and the size of the Gym inside the Church would accommodate all 8 days of early voting efficiently for the 2024 Presidential Election.

President Jennifer Graham asked if there was a second option. Board Member Holcombe Grier suggested there be an emergency meeting held if necessary. There was discussion on the cost of getting the Community Center ready to be an Early Voting site and the cost of being in the Church as it is not a county owned facility.

Bylaws and Present Duties were discussed. There was a motion made by Board Member Holcombe Grier and seconded by Vice President Stephen Stiles. All in favor of accepting the Duties as presented.

NEW BUSINESS

Agenda for the Biennial Meeting of Maryland Election Officials. Attendance is mandatory for Board Members and Board Council. President Jennifer Graham will not be attending. Board Member Eunice Grant will contact Acting Director Hassan Aslam about her attendance. Board Council Bradley Moore confirmed he would attend.

ANNOUNCEMENTS AND DISCLOSURES

President Jennifer Graham disclosed that she may attend a BBQ held by the Democrat Club.

QUESTIONS AND CONCERNS

Question from Private Citizen/Voters:

Mary Nelson asked why there is only one person picking up Ballots from Ballot drop boxes when the manual states that one person from each party should be doing this?

NEXT BOARD MEETING

The next Board meeting is scheduled for Wednesday, October 18, 2023, at 3:00 pm. Board meetings will be available for public viewing in person and a virtual option will be available.

ADJOURNMENT

There being no further business, Board Member Holcombe Grier offered a motion to adjourn and reconvene in Closed Session, which was seconded by Vice President Steven Stiles. All in favor. The meeting was adjourned at 4:35 pm.

CLOSED SESSION

Under statutory authority to close session provided in General Provision Article 3-305(b), the Board reconvened in Closed Session at 5:55 pm.

Respectfully submitted,

Krista Moretz, Secretary

Jennifer Graham, President

Approved this 16th day of October 2023