



Cecil County Board of Elections

September 21, 2022

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 (wall) 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 21st day of September 2022 in the Perryville Room on the 2nd Floor of the Cecil County Administration Building located at 200 Chesapeake Boulevard in Elkton, Maryland. Public viewing of this meeting was available in person and by livestream. Board member attendance was in person and by livestream, as noted below.

ATTENDEES:	Kelly Sengstock	President
	Nancy Simpers	Vice President
	Diane Letts	Secretary
	Jennifer Castellanos-Graham	Board Member (virtually)
	Stephen Stiles	Board Member
	Doug Walker	Director
	Cindy Remmey	Acting Deputy Director
	Nathan Reynolds	Election IT Program Manager
	Charlene Notarcola	Clerk of the Court (left at 3:15 pm)

DECLARATION OF QUORUM

The meeting was called to order by President Kelly Sengstock at 3:04 pm. Quorum was established with four (4) Board Members present in person and one virtually.

AGENDA

No Changes at this time.

PRESIDENT'S REMARKS

President Kelly Sengstock welcomed everyone. She noted that with the General Election coming in 48 days and with just 36 days until the beginning of Early Voting, the election season was hard upon us. She also noted the recently announced departures of Deputy Election Director Karen Perry and Board Counsel Cameron Brown left the Board shorthanded. She thanked Cindy Remmey for stepping up to assume the Deputy duties on an acting basis and offered Board staff the support and time of Board members to pitch in where needed to conduct the election.

ADMINISTRATION OF OATH

Charlene Notarcola, Clerk of the Circuit Court for Cecil County, Maryland administered the oath to the Board of Canvassers, Doug Walker, Cindy Remmey, and Nathan Reynolds.

APPROVAL OF MINUTES

The Minutes of the August 17, 2022 Board meeting were provided to the Board by electronic mail prior to this meeting and copy was included in the Board folders.

MOTION: Nancy Simpers motioned to approve the Minutes of the August 17, 2022 Board meeting, as written.
SECOND: Stephen Stiles
ACTION: Favorable and unanimous, Motion carried

DIRECTOR'S REPORT – September 2022

Board Folders: Agenda, September 21, 2022 Board Meeting
Board Meeting Minutes August 17, 2022
Director's Report, September 2022
Monthly Statistics Report, June & July 2022
Write-in Candidate List Report GG22
Notice of Canvass and Public Demonstration
MAEO election materials, including sample ballot

Meetings, Trainings, and Important Dates:

August 18, 2022 SBE Election Directors meeting
September 5, 2022 Labor Day, office closed
September 9, 2022 Printing of Ballots, SBE
Sept. 13-Oct. 4, 2022 Election Judge Training
September 15, 2022 SBE Election Directors meeting
September 17, 2022 Constitution Day and Citizenship Day
September 21, 2022 Monthly Board Meeting

Upcoming:

September 22, 2022 MAEO Annual Meeting
September 27, 2022 Public Education for Early Voting Commences
TBD early October Ballot Drop Boxes delivered and opened
October 10, 2022 Columbus Day observed, office closed
October 10-12, 2022 Additional Election Judge Training, if needed
October 18, 2022 Voter Registration Closes (5 p.m. in office, 11:59 p.m. online)
October 19, 2022 Board Meeting
October 19, 2022 LBE Deadline to provide Notice of Election
October 25, 2022 L&A Testing Deadline—Early Voting
October 27, 2022 Early Voting Begins
October 31, 2022 L&A Testing Deadline—Election Day
October 31, 2022 LBE Notice of Canvass Deadline
November 1, 2022 Ballot Request Deadline (Ballots delivered by mail or fax)
November 3, 2022 Early Voting Ends
November 4, 2022 Ballot Request Deadline (Ballots delivered by internet)
November 8, 2022 General Election
November 8, 2022 Mail-in Ballot Deadline
November 10, 2022 Board of Canvassers—Vote by Mail Canvass 1

November 11, 2022	Veterans Day, office status TBD
November 16, 2022	Board of Canvassers—Provisional Ballot Canvass
November 18, 2022	Board of Canvassers—Vote by Mail Canvass 2
November 18, 2022	Post-Election Audit
November 18, 2022	Certification of Election
November 18, 2022	Transmittal of Election Results
November 21, 2022	Voter Registration Reopens
November 24, 2022	Thanksgiving Day, office closed
November 25, 2022	American Indian Heritage Day, office closed
December 13, 2022	Statewide Certification of Results

Election Deputy Director Vacancy

SBE posted a job announcement for our vacant Deputy Director position on August 31. The application period was open for two weeks and closed a week ago today. Applicants and next steps reviewed in executive session.

Board Attorney Vacancy

Executive Session

Election Judge Recruitment and Training

Staff has started a list of items that the judges need more training on for the general election. We will stress the importance of periodically checking on judges at each station and of completing paperwork on at the close of Election Day with the Chief Judges. We continue recruiting more judges for the General Election. Training schedules have been set up. Judges have been asked to sign-up for refresher training which started last week. Twenty-eight sessions plus an Open House training have been scheduled through October 8. We can add up to eight more sessions during the week of October 9 if needed. We have contacted over 320 judges. Two hundred five judges have signed up for or otherwise committed to the refresher training and, so far, about 40 have been trained (on September 13-14).

Ballot Drop Boxes:

The State Board of Elections approved our proposal to roll back the number of ballot drop boxes from 10 to five at North East Middle School, Rising Sun Middle School, Perryville Middle School, Bohemia Manor High School and at the County Administration Building. The drop boxes are scheduled for delivery on the morning of Thursday, September 29. A member of our staff will escort the delivery team to each location, ensure exact placement, and set locks, seals, etc. Once the drop boxes are delivered, they will be available for public use immediately. A schedule for commencing daily pick-ups at the boxes is yet to be determined. We are coordinating with CCPS, the County IT folks, and local law enforcement on implementing the changes.

Write-In Candidates

As of today, five candidates have officially filed as write-in candidates including two for Cecil Count Council. (See report attached.) We are required to include officially filed write-in candidates on the specimen (sample) ballot and ensure that voters are fully informed on how to cast a write-in vote.

Voter Outreach and Education

We are initiating outreach with the Cecil Whig and Cecil Times editors and a producer at Cecil.TV. I hope to sit down within the next week or so to urge them to join us in person for the public activities, especially the L&A Public Demonstration and to share important information with their readers on registration, voting, and election security.

MAEO Annual Meeting

Stephen Stiles and the Director will attend the MAEO Meeting in person. Zoom information will be provided for the rest of the Board and staff as soon as it is available. Please be prepared to vote your MAEO ballot at the conclusion of the meeting.

BOARD COUNSEL'S REPORT

Cameron Board stated that he is one of three candidates to possibly fill a judicial vacancy here in Cecil County. If selected, he would need to start that position within 30 days and end his term with the Board. He has already put feelers for another lawyer if needed. Mr. Brown also stated that he is still trying to find a "on call" substitute for Canvassing of the Primary Election due to him being out of the country. If needed, he stated he would figure out a way to face time into the meetings.

OLD BUSINESS

Deputy Election Director Position:

NEW BUSINESS

Produce Day: Kelly Sengstock raised the possibility of Board outreach at Produce Day on September 22 and October 27, the first day of Early Voting and effectively too late for voter registration. Board consensus to plan ahead and take advantage of the opportunity in the next cycle.

Board of Canvassers Election of Officers

Discussion was held regarding the responsibilities of the Board of Canvassers.

MOTION: Nancy Simperts motioned to appoint Kelly Sengstock as President and Jennifer Castellanos-Graham as Secretary of the Board of Canvassers.

SECOND: Diane Letts

ACTION: Favorable and unanimous, Motion carried.

QUESTIONS AND CONCERNS

None at this time.

ANNOUNCEMENTS AND DISCLOSURES

None at this time.

NEXT BOARD MEETING

The next Board meeting is October 19, 2022. The November Board Meeting will be cancelled as the Board will convene as the Board of Canvassers on November 10, 16, and 18. The December meeting of the Board will be held on December 14, rather than the 21st. Motion by Jennifer Castellanos-Graham, second by Nancy Simperts, favorable and unanimous—Motion approved.

These meetings will be available for public viewing in person.

ADJOURNMENT

There being no further business, with a motion to adjourn by Nancy Simperts and a second by Diane Letts, the meeting adjourned into closed session at 3:33 p.m. to discuss personnel matters. The closed session adjourned at 3:50 p.m.

BOARD OF CANVASSERS

Kelly Sengstock convened the Board of Canvassers at 4:01 p.m. The Canvassers rejected two ballots because they were not received in a timely manner. That concluded the business of the Board of Canvassers' business. Nancy Simperts moved that the meeting be adjourned. Diane Letts seconded the motion, which passed with all voting in favor. The Board of Canvassers adjourned at 4:03 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Diane Letts", written over a horizontal line.

Diane Letts, Secretary

A handwritten signature in blue ink, appearing to read "Kelly Sengstock", written over a horizontal line.

Kelly Sengstock, President

Approved this 19th day of October 2022

