

HOWARD COUNTY BOARD MEETING MINUTES

9770 Patuxent Woods Drive, Suite 200

Columbia, MD 21046

Monday November 23, 2015 at 4:00 PM

Regular Open Board Meeting

PERSONS ATTENDING:

Board Members:

Donna Thewes – Board President
Ann Balcerzak – Board Vice President
Patrick Mullinix – Republican Member
Ray Rankin – Democratic Member (Substitute)
Diane Butler – Republican (Substitute)
Mike Molinaro – Board Counsel

Absent:

None

Staff:

Guy C. Mickley – Director
Charlotte B. Davis – Deputy Director
Carol Hart – Board Secretary

Visitors: None

OPEN SESSION: Ms. Donna Thewes, Board President, called the November Open Board Meeting to order at 4:06 p.m. with an established quorum present.

The minutes from the October 26, 2015 Open Meeting were accepted by a motion from Ray Rankin and a second of the motion was expressed by Patrick Mullinix. By unanimous vote the minutes were approved.

UPDATES and CORRESPONDENCE: President Thewes stated there were no updates or correspondence to report.

PRESIDENT'S REPORT: President Thewes had nothing to report to the members. She called for any additional issues Members might want to add to the Agenda. The By Laws were briefly reviewed and it was determined that no Bylaw changes were warranted to date other than an

updated signature page. A signature page will be prepared and signed at the next Board meeting. After a brief discussion, it was determined that the December meeting would be held on December 16 at 11:15 a.m. when the Board members would be attending the traditional Christmas Office Party. Any issues that may arise prior to that date would be discussed at the December meeting. A motion was made by Ray Rankin to accept the Bylaws as written and a second was voiced by Patrick Mullinix. A unanimous vote was expressed by all.

With no new additions to the Agenda, Ms. Thewes turned the meeting over to Director Mickley.

DIRECTOR'S REPORT: (See attached)

Director Mickley notified the Board of the need to discontinue using Harmony Hall as a polling location due to renovations that would no longer make it available as a polling place. He informed Board Members of the availability of Atholton High School Cafeteria as a replacement polling place. A motion was made by Diane Butler to replace Harmony Hall with Atholton High School Cafeteria as the replacement polling location. A second was expressed by Ray Rankin. With a unanimous vote by all members, the motion passed.

A brief discussion was held regarding a previous guest, Joel Hurwitz, and his request to change precinct polling places in and around D/P 5-08 (Bryant Woods Elementary School). President Thewes indicated that due to the rollout of a new voting system in the state, the need to replace Harmony Hall as a polling place and subsequently notify all affected voters of this change, plus implementation of many new procedures including same day voter registration, the Board felt there was not sufficient time to address Mr. Hurewitz's request prior to next year's election. Patrick Mullinix made a motion to address changes in polling place locations after the 2016 Elections. A second was expressed by Ray Rankin. All were in favor unanimously.

NEW BUSINESS: Board Secretary Carol Hart notified the Board members of her effective retirement date, which is February 1, 2016, as well as last days that she will be working in the office.

COUNSEL'S REPORT: Board Counsel Molinaro shared with the Board that he had a brief conversation with the Baltimore County Counsel concerning the status of a referendum petition in Baltimore County. In the spring of 2015 the Maryland legislature made changes in the law regarding advance determinations of petitions. Mr. Molinaro will share more information as he learns more about the new process.

OLD/UPDATED BUSINESS: There was no old business.

ADJOURNMENT: With no additional business to discuss, President Thewes called for a motion to close the meeting. A motion was made by Ray Rankin with a second made by Patrick Mullinix. A unanimous vote was expressed by all.

The Open Board meeting closed at 5:04 p.m.

The next scheduled Open Board Meeting will be on December 16, 2015 at 11:15 a.m.

Respectfully Submitted,

G. Carol Hart, Board Secretary

Donna Thewes, Board President

Director's Report- November 23, 2015

1. NVSR Project- Continuing to move forward. Several items of note.
 - a. We will be receiving our entire allotment of blue transfer bins, hard cases for the bmd for early voting and ADA tables for the bmd for election day polling places during the month of December. We do not have concrete dates on their arrival, but we have been promised these allotments.
 - i. We had a test on the Poll Books with an interim software release last week. The software did what it was supposed to do for the most part, but it did experience some latency throughout the test. Both the State and the vendor are working to improve this and we will be able to test the new version of the software upon its arrival. There were also some searches that were not able to be used, but once again, the State is aware and will be making changes to the software. The office was able to use this test as an information gathering tool and training on the Same Day Registration aspect of early voting on the poll book, and we did find this to be useful for the duration of the test.
 - ii. We have finished user acceptance testing of the Ballot Boxes and the DS200 after the foam was taken out of the ballot box, and all of our ballot box set-ups ran and accepted ballots fine during the test.
 - iii. We will be updating the judges' manual throughout this month to try to finalize it so we can put it out to press in January in anticipation for our February start date of Judges' training.
 - iv. Voter Outreach- The office continues to conduct voter outreach events throughout the county. Statistics have been provided to you for this meeting.
2. Voter statistics- these statistics encompass the month of November to date.
3. Judges- We currently have our full allotment of judges and have already started the alternate list. We will continue recruitment of judges, as enough is never quite enough.
4. New Hires- Interviews were held on November 9, 10, and 12 for the Data Application Specialist I positions that were available. The panel that consisted of Charlotte Davis, Tiffany Ferrell, and Doug Swift selected Justin Maddox, Marcus Maddox, and Zsaime Williams for these entry level position into elections out of a pool of 15 candidates.
5. Website Redesign- Redesign process is moving along. The office attended a meeting last week to talk about content on the new website, and we anticipate to see the new site up and running in the next 4-6 weeks barring setback.
6. Possible polling place changes- Vantage House was able to keep us as a polling place for the 2016 elections. They will work their renovations around the election schedule. Unfortunately, Harmony Hall contacted us and will not be able to be a polling place any longer at all. The Day Room where we hold our elections is being taken out and a cafeteria is replacing it. We have moved the residents of this precinct to Atholton High School, and this new polling place is inside the precinct lines. The polling place that was in existence there will be combined with Harmony Hall's polling

place to make a combined polling place. Both sites were very small, so the combined site will only be a shade over 2000 voters. This does need Board approval.

7. Potential Polling Place moves- The office took a look at moving the polling places in the area of concern brought to the attention of the staff and the board by a Howard County resident. We have a plan that will work, but it will move over 7000 voters to take care of an issue that has not resulted in any kind of public comment except that of this single voter and those that he took the issue to. The Board should make a decision this meeting if possible.
8. The office holiday party will be on December 16, 2015. We ask that the Board supply the money to get the meats as in the past.
9. Good luck to Mr. Rankin on his knee replacement from all of us at the office! Wishing him a speedy recovery!