

Howard County Board of Elections
8900 Columbia 100 Parkway
Columbia, MD 21045
November 26, 2007

Present:

Ann M. Balcerzak, President
Raymond M. Rankin, Democratic Member
Donna K. Thewes, Republican Member
Charles M. Coles, Jr., Republican Substitute Member
Vacancy, Democratic Substitute Member
Vivian L. Dixon, Board Secretary
Michael S. Molinaro, Board Counsel

Staff: Guy Mickley, Deputy Director

Absent: Betty L. Nordaas, Director

Guests: Jay Gerarden, Registered Voter

Ms. Balcerzak called the meeting to order at 4:07 PM. All members were present, constituting a quorum.

Approval of Minutes of October 29, 2007:

October Open Minutes incomplete. Ms. Balcerzak asked if the Board had any corrections to Executive Minutes. Motion to approve was made by Ms. Thewes, seconded by Mr. Rankin and unanimously approved. Open Minutes will be completed and presented for approval within 10-days.

Requests for Additions or Changes to Agenda: None

Correspondence Received: Ms. Hill's notification to Gov. O'Malley of her resignation from the Board, effective October 16th.

Discussion of Handouts: Mr. Mickley, Deputy Director, responded to questions and Board's discussion of, Voter Registration Statistics, and current List of Candidates for various County openings. (Baltimore Sun's correction of the final filing date for judicial candidates, December 3rd, was noted)

President's Report: For the record, Ms. Balcerzak noted the Director's Objectives were completed and signed. Board Members were provided Canvassing Schedule for February 2008. Members were advised to be available each day from February 11th, (Canvass-Swearing-In), to February 22nd, (closing/final day of Primary Election Canvassing).

Director's Report- presented by Deputy Director:

Personnel Matters:

- Recruitment of 5-6 Election Temps for the office and 2 for the warehouse to begin. Ads appeared in Patuxent Publisher newspapers, week of November 8th. Eleven responses received, all have been interviewed. Currently, 3-4 part-timers are being processed; no one wanted fulltime hours. Effective starting date, December 17th. Five or six temporaries for the office and two for the warehouse. Deputy "pleased to report," that two were in-house and one at the warehouse in 2006. (Probable total – 8 temps)
- Staff given Check-in Judge and Electronic Poll Books training. First time training given to whole staff, as a group. They believe their ability to respond to questions Election Day is enhanced.
- Meeting with Board of Education and Howard County Facilities to discuss inclement weather plans and public facility polling locations is scheduled for December 5th, 9:00 AM. Olivia Clause, Custodial Services Manager, Keith Richardson, Grounds Maintenance, and Patti Capland, Public School System confirmed their attendance.
- Lynne Levin, of the Howard County Risk Management Division, Ken Hamm and Dave Loudermilk, County Maintenance and Ground Supervisors are also scheduled to attend. A call from William Malone, County Highway Snow Removal was also received today.
- A meeting with Board of Education President Diane Mikulis is scheduled for December 6th, 9:30 AM, at Board of Education Office, Route #108. The issue of building accessibility the night before election to set-up and secure voting machines to be addressed. (Ms. Balcerzak, Ms. Nordaas and Mr. Mickley will attend)
- MD VOTERS, Statewide Voter Registration System, released a "patch", #2.19, November 1st, addresses reports/labels, voter registration, batch management, etc.
- Candidates Filing: As of today, note three (3) vacancies for Board of Education, only two (2) persons have filed. There must seven (7) or more must candidates in order for the vacancies to be on the Primary Ballot. All subsequent contact will be with or though SBE.
- Precinct/Polling Places: Four High Schools have notified us we will not have access prior to 7:00 or 7:30 PM for the February 11th Set-up. This will be one of the major points for discussion for the December 6th Meeting.
- Judge recruitment: Working in partnership with League of Women Voters, recruited 50+ Judges and generated 142 Voter Registration applications at Glenelg High School. Efforts will continue at Chapel Gate Christian Academy and Centennial High School, in Columbia. Current count: 559-Democratic (need 21 + 40 alternates), 474 Republican, unaffiliated & other parties (need 82 + 40 alternates). (Note: Currently 307 Judges have been trained)
- Following discussion on recruitment at local high schools, the President asked that such recruitment not be limited to the above schools, inasmuch as Howard is a "small county."
- Disaster Recovery Plan will be presented to the Board upon completion.

Administrative Complaints: Forwarded to Nikki Trella, SBE for processing in October. Board review of the complaints, at this time, was deemed unnecessary.

Attorney's Report:

- Board provided copy of testimony presented November 19th, on behalf of the Board, at County Counsel Public Hearing concerning Counsel Bill #77-2007.
- League of Women Voters supported HCBE's position, and suggested language that in their opinion, clarified proposed Bill. Language to be drafted by Counsel.
- Information on Law suite filed in Northern New York State against State Election Directors, for elimination of electronic voting and requiring paper ballots. Maryland State Board was cited.

Old Business:

- Research determined that a Map Printer would cost from \$9500-\$15,000 and \$300 for cartridges. Cost per copy not determined.
- Purchase of a Map Printer was not deemed appropriate.
- The Director gave the Deputy Director and staff member, Walter Maddox; the time to confer with County's Geographical Information Services on specific type of maps Members Thewes and Rankin felt candidates needed. Samples (13) of congressional, legislative and district maps were presented to support the fact that they were always available for candidates. Candidates may now purchase maps from HCBE. Ms. Balcerzak, for the record, stressed the importance of remaining focused on the HCBE's mandate and use of staff time.

New Business: The President proposed and Board unanimously agreed to extend the Counsel's 2007 Contract, through to June 2008. Continuing Contract to be signed at next Board meeting.

Action Executive Session: While in Executive Session the Executive Session October 29, 2007 the Board unanimously approved a personnel request.

Adjournment:

There being no further business, a motion to adjourn was made by Ms. Thewes, seconded by Mr. Coles and unanimously approved. Session closed at 6:29 PM. The Board will not convene December 24, 2007. A Special meeting will be held January 7, 2008 at 4:00 pm, and the next regular meeting will be held January 28, 2008 at 4:00 PM.

Respectfully submitted,

Vivian L. Dixon 01/07/08

Ann M. Balcerzak 01/07/08

Vivian L. Dixon, Board Secretary

Ann M. Balcerzak, President