

## **Minutes**

Talbot County Board of Elections  
215 Bay Street, Suite 7  
Easton, MD 21601  
October 18, 2023

Present:

### **Board**

Susan MacKinnon, President (D)  
Walter Black (D)  
Barbara H. Perry (D)  
Denise Lovelady (R)

### **Staff**

Tammy Stafford, Talbot County Election Director

### **Board Attorney**

Lyndsey Ryan

### **Public**

Terrence Bernard  
Gary Judy  
Mark Harrison  
Bill Belding  
Carly Landolfi  
Glenn Beach  
Mary Yancy

The monthly meeting of the Talbot County Board of Elections was held October 18, 2023 in the meeting room at the rear entrance of Suite 7 at the Board office indicated above. Ms. MacKinnon called the meeting to order at 9:30 AM and noted that a quorum was present.

### **Approval of Minutes**

Ms. MacKinnon asked if the Board had any corrections or additions to the minutes of September 20, copy of which board members had. Ms. Perry advised the Board of the addition of an apostrophe after Ms. Stafford's name in the subparagraph under Election Judge Recruitment. Ms. Lovelady moved and Ms. Perry seconded that the minutes be approved with the noted change. The motion passed unanimously.

### **Additions/Changes to Agenda**

Ms. Stafford noted that under New Business, item "A" should read Polling Place Discussion. Ms. Lovelady moved and Ms. Perry seconded that the agenda be approved as amended. It passed unanimously.

### **Public Comments**

Misters Bernard, Judy and Harrison, representing the Voter Integrity Network, Maryland Chapter, Talbot County Affiliates, provided the Board members with copies of a handout titled "Will you Help" and a two-page extract from the Easton Gazette (both are attached). Mr. Bernard read the "Will you Help" handout to the Board. Ms. Perry asked for clarification as to what EL68A was and Election Law Article 3-506 and was advised that EL68A is an election audit log and that the Election Law Article 3-506 provides for registered voter information. Ms. Yancy stated that she did not agree with the presumption that there are irregularities in the voting system in Talbot County and that she trusts the system that has been and is now in place. Multiple times asking for the same thing impedes the work of the Board of Elections. Mr. Judy stated that what they are seeking is not minutia or a minor issue. The state has this info so why won't they release it? Ms. Lovelady asked why won't the state release it? Ms. Stafford and Ms. Ryan referenced the Public Information Act that states that a document that is being requested that is not routinely produced does not have to be created in response to a request. Mr. Beach asked if there was an alternate means to print out the information. Ms. Ryan said that if our County Board had it, we could print it out but it is at the state level. She asked if this group had made a request to the State Board of Elections. Ms. Yancy asked what is it that this group is requesting. Mr. Harrison stated that they want the data log of all who have voted, broken down by party. Mr. Belding asked the members of the Voter Integrity Network, who is the President of the United States? Mr. Judy answered, Biden and they all agreed and Mr. Beach noted that was a strange question.

### **Election Director's Report**

- Director's Report provided to the Board is attached.

### **Notice of Distribution of Materials:**

- Meeting materials were prepared and mailed to Board Members October 10, 2023.
- Agenda for the October meeting was posted on the BOE office door, in the entrance of the building and to the website October 10, 2023.

**Personnel :** Nothing to report at this time.

### **Meetings Attended:**

**Talbot County Council Meeting, September 26, 2023** – The requested proclamation supporting the National Voter Education Week was voted down by the council, 3-2. Mr.

Stepp did not support it because he found that the founding organization was partisan. Ms. Stafford clarified for the Board that the request was made to help the public learn about the voting process and that we did not support or pay for any organization. Ms. Stafford along with Board President Ms. MacKinnon reached out to Council President Mr. Callahan and Jessica Morris for a proclamation in support of the Board's Open House on October 18 which the County Council presented at their meeting on **October 10, 2023**.

#### **Correspondence:**

- A response to the request for information from the Maryland Voter Integrity group. Talbot Chapter, has been sent and included an automated audit link from Clear Ballot. In addition, Ms. Stafford stated that what was being requested could take weeks for the staff to produce. She asked in her response for clarification so she can give an estimate of the cost involved. She is also willing to sit down with a requestor to clarify.
- Two requests for EL68A came in on October 17, 2023. She did not have access to the information requested. The request would need to go to the State Board who has access to the system by which voter registration is verified (ERIC).

#### **Voter Registration Activities:**

- Monthly statistical report, which was distributed to Board Members, has as of September 30, 2023, that there were 28,726 active registered voters, 1498 inactive voters, for a total voter count of 30,224 in Talbot County. Inactive voters are persons whom the Board has sent correspondence but no response has yet been received.

#### **Voting System Activities:**

- **Pollbooks** -We have 66 with 65 being functional. One has a broken flap. The second charging is completed and pollbooks have been set back to the most current software level.
- **Security** – Ms. Stafford advised that there is a trail on all paper ballots from the paper ballot, the electronic marking device (ExpressVote Ballot Marking device), the scanning of the ballots (DS200 scanner) and the signature on the voter authority card which ensures that the ballot is secure. Details on all are at [www.elections.maryland.gov](http://www.elections.maryland.gov). the DS200 is used by all counties and the equipment is procured by the state with certification by the Election Assistance Commission.
- **Laws** – The State Board of Elections implements the laws that are put into effect by the General Assembly. Our local board does not initiate law requests but may be asked for comments on them.

### **Candidate Filing:**

- Candidate filing is open with a deadline to file of February 9, 2024, at 9 p.m. No candidates have filed at this time.
- Local offices on the ballot are Board of Education Districts 2, 5, 6.

### **Precinct and Polling Issues:**

- **Election Judge Recruitment** – Election Judge numbers as of October 10, 2023 are 110 committed. Of those committed, there are 65 Democrats; 32 Republican; and 11 Unaffiliated/Other. Our goal is 135, however we will continue to take applications even after our goal is met.

**Budget** - Board expenditures for FY 2024, as of September 11, 2023 was provided in the Board's packets.

### **Other Projects:**

- **Talbot County Resource Day, October 14, 2023** – The Board set up in the media room of Talbot County Elementary School a sample of all the equipment that is used during an election. A sample straw ballot was there for anyone to “vote” using the equipment. Several people did participate. Ms. Perry was there with Talbot Humane and visited the Board's set up and said it was excellent. Ms. Stafford was asked about voter registration training which takes about one hour which she can set up. Once someone is trained their training does not expire but it may be a good idea to recertify every 2 years as a refresher. Ms. Stafford was able to network with other groups that were there with the library agreeing to include voter outreach in their email blasts as well as being on board with the set up of a voter registration table at the library. The Scout Troop that was there talked with Ms. Stafford about their desire for a mock election.

### **Upcoming Meetings/Events:**

- Biennial Meeting of Maryland Election Officials – The meeting will be held Thursday, October 19, 2023 at the Doubletree Hotel in Annapolis. The office will be closed that day for the entire staff to attend.

**Board Attorney's Report** – Ms. Ryan had nothing to report.

### **Old Business**

- A. **Facility for Election Office** – Nothing to report at this time.

- B. By-Laws** – Ms. Ryan passed out a state document listing specific duties for the Board and for the Director. This should be attached to our By-Laws. Ms. MacKinnon said discussion of this document should be put on our November agenda along with the By-Laws.

## **New Business**

### **A. Polling Place Discussion –**

- No changes to our polling places. HB 410 requires that the State Board be notified 14 days prior to any changes.
- Polling Place Plans – Because we have less than in 2018, our plan needs to be submitted to the state by November 16, 2023. The plan is being worked on by Ms. Stafford to reflect the current of 10 polling places on election day and one early voting location (Easton Fire Hall). With 12 precincts, two precincts (1001 and 1003) vote at the Easton Fire Hall and two precincts (2001 and 2002) vote at St. Michaels High School. Only change was the closing of the Bozman location (2002) which now votes at St. Michaels.

- B. FY25 Budget** - Preliminary since it cannot be completed until Ms. Stafford gets data from the state when she can then do updates and submit to the County Council. Ms. MacKinnon asked about an example of a Contractual Service. Ms. Stafford said the attorney fees is one. A new line item is Voter Outreach had been under other expenditures. Software Subscription is now a line item.

- C. Job Description for Election Director**- In reviewing what has been filled out, Ms. Ryan said clarification is needed as to who the supervisor of the Election Director is (Part I item 11). Ms. MacKinnon asked if we should have "Election Director" in as Working Title.

- Part II Items 1-7, Ms. MacKinnon asked if the Board and the Director found the Main Purpose of the Job to be acceptable and we all agreed. As to the list of what tasks are Essential and the percent (weight) of these tasks, Ms. Stafford said they were okay.
- This document does not come from the State Board like the By-Laws that we only modified since this Job Description will be used by us when doing our semi-annual evaluations of the Talbot County Election Director.
- Ms. Lovelady asked Ms. Stafford who acts in her absence. Ms. Stafford had asked the state for a Deputy Director position but our board is too small for that added position. Ms. Stafford said that the Program Manager 2 might be able to act in her absence but that would have to be clarified with the state HR.

- D. Biennial Meeting of Maryland Election Officials** – Will be Thursday, October 19, 2023. Board members were provided with updated agenda.

**Confirmation of next meeting**

The next regular scheduled meeting of the Board of Elections will be on November 15, 2023, at 9:30 a.m.

**No Closed Session was needed.**

**Adjournment**

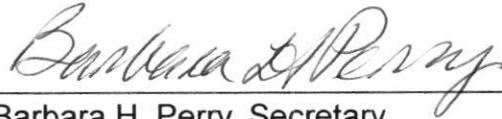
Mr. Black moved to adjourn; Ms. Lovelady seconded. The motion passed unanimously. The meeting adjourned at 10:46 am.

Attested,

Respectfully submitted,



Susan MacKinnon



Barbara H. Perry, Secretary

**TALBOT COUNTY BOARD OF ELECTIONS**  
**ELECTION DIRECTOR'S REPORT**

October 18, 2023

**Notice and Distribution of Materials**

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The Agenda for the September meeting was posted on the Board of Elections office door and in the entrance of the building, as well as, to the website October 10, 2023.

**Personnel:** Nothing to report at this time.

**Meetings Attended:**

**Talbot County Council Meeting, September 26, 2023** - I requested a proclamation from the for National Voter Education Week. The proclamation was voted down 3-2. Mr. Stepp commented that he could not support the proclamation because of his findings that the founding organization was partisan.

**Talbot County Council Meeting, October 10, 2023-** The Talbot County Council presented the Board of Elections with a proclamation for the Elections Open House and Voter Information.

**Correspondence:**

A response to the request for information from the Maryland Voter Integrity group, Talbot Chapter has been sent. I also reviewed the comments from the September 20 meeting.

**Voter Registration Activities:**

**Monthly Statistical Report-** The Report was distributed to board members in the monthly packet. As of September 30, 2023 there were 28, 726 active registered voters in Talbot County and 1,498 Inactive voters, for a total voter count of 30, 224.

**Voting System Activities:**

**Pollbooks-** We have 66 total; 65 are functional. The second charging is completed and the pollbooks have been set back to the most current software level.

**Candidate Filing:**

Candidate filing is open. The deadline to file for candidacy is February 9, 2024 at 9 p.m. The local offices on the ballot are Board of Education Districts 2, 5, 6. No one has filed at this time.

**Precinct and Polling Issues:**

**Election Judge Recruitment-** Election Judge numbers as of October 10, 2023 are 110 committed. Of those committed, there are 65 Democratic; 32 Republican; and 11

Unaffiliated/Other. Our goal is 135, however, we will continue to take applications even after our goal is met.

**Budget:**

A report documenting Board of Elections Expenditures for FY 2024 as of September 11, 2023 were included in the Board's packets.

**Other projects:**

**Voter Outreach-** Staff will be attending The Talbot County Community Resource Expo, Saturday, October 14, 2023, 10 am to 1 pm. The event is being held at Easton Elementary School.

**Open House:** Wednesday, October 18, 2023, from 4:00 - 7:00 p.m.

**Upcoming Meetings/Events:**

**Biennial Meeting of Maryland Election Officials-** The meeting will be held Thursday, October 19, 2023 at the Doubletree Hotel in Annapolis.

The office will be closed for staff to attend.