



BALTIMORE COUNTY BOARD OF ELECTIONS

MINUTES
April 24, 2024

PUBLIC NOTICE

Public notice of the Board meeting was provided by posting the meeting information and agenda on the bulletin board in the entrance lobby of the Baltimore County Board of Elections office located at 5 Crossing Way in Owings Mills, Maryland. This information was also posted on the Election agency website and social media platforms.

MINUTES of the Baltimore County Board of Elections' meeting held on the 24th day of April, 2024.

ATTENDEES:

Gloria Mason	President
William Feuer	Vice President
LaVerne Gaither	Secretary
Derick Johnson	Member
Albert Nalley	Member
Ruie Marie Lavoie	Director
Rena Waggoner	Acting Deputy Director
Cindy Rimmey	Election Program Manager
Amanda White	Election Equipment and Warehouse Manager

DECLARATION OF QUORUM

The Meeting of the Board of Elections was called to order by President Mason at 9:00 am on Wednesday, April 24, 2024 in the multipurpose room of the Baltimore County Board of Elections office. Quorum was established with five (5) members present in person.

AGENDA

No additions or changes.

MINUTES

A copy of the Minutes from the March 27, 2024 Board Meeting was distributed to the Board electronically prior to the meeting. A review of the Minutes was completed and there were no requested changes.

MOTION: Secretary Gaither motioned to accept and approve the Minutes of March 27, 2024 as written.
SECOND: Member Nalley
VOTE: Unanimous
ACTION: The Minutes of the March 27, 2024 Board meeting were approved as written.

PRESIDENT'S REMARKS

President Mason introduced new Board Counsel Joshua Insley and Mr. Insley responded by saying please refer to him as Josh. President Mason mentioned that she will be having surgery on another day so that she will not miss Election Day, May 14, 2024.

DIRECTOR'S REPORT

Board Documents

Agenda, April 24, 2024 Board Meeting
Minutes, March 27, 2024
Directors' Report
2024 President Election Calendar – Updated
2024 Legislation Summary
Letter from Maryland Republican Party General Counsel
Monthly Statistics Report, January and February 2024

Board Notebooks

Bylaws, Term 2023 to 2027, signed and executed
Definition of a Vote manual
Disaster Recovery and Incident Management Plan
Emergency Plan for Polling Places

Meetings and Trainings

Staff continues to attend all meetings and trainings as requested or scheduled. Outreach, Election Judge Recruitment and Volunteer Registration Volunteer training events are conducted as much as possible. Date of meetings and events attended by the Director and staff are listed and/or included in the summary. Important dates and events are listed on the last page of this report.

Attended

March 28, 2024	PLEJ Webinar, Election Training
March 28, 2024	Meeting with County OIT, Election Building Security
March 29, 2024	OLTA Leave and OT Training, County Human Resources
April 1, 2024	Custodian Service Meeting with Property Management
April 1, 2024	Regional Manager Meeting, Computer Audits
April 2, 2024	County OIT Meeting, Election Preparation
April 2, 2024	Visit from Property Management Director, Tour of Office
April 2, 2024	Early Voting Signal Testing
April 2, 2024	Woodlawn Ballot Box Meeting
April 3, 2024	Specimen ballot Meeting with Printer
April 4, 2024	Early Voting Signal Testing
April 4, 2024	Camara Installation
April 5, 2024	Tritek Equipment Meeting with State Board
April 5, 2024	Meeting with Law Enforcement and Office of Emergency Management
April 8, 2024	General Assembly Ends
April 8, 2024	Law Enforcement, OEM Meeting, Election Preparations & Security
April 8, 2024	Logic and Accuracy Testing Begins, Voting Equipment
April 9, 2024	Local Board Counsel Meeting with Attorney General's Office
April 9, 2024	Election Official protection Bill signed by Governor
April 10, 2024	Meeting with Property Management and BCPD
April 10, 2024	Celebration for CAO Stacey Rodgers' Retirement
April 10, 2024	CASA Voter Outreach
April 10, 2024	Provisional Processing Training
April 11, 2024	Regional Collection Network Testing
April 10, 2024	USPS Meeting, Election Mail
April 12, 2024	US Election Assistance Commission Executive Committee Meeting
April 15, 2024	County Executive FY 2025 Budget Presentation to County Council
April 16, 2024	Republican Central Committee Visit and Election Briefing
April 17, 2024	Election Day and Early Voting Supply Verification

April 17, 2024	Meeting with Property management, recreation & Parks and Aging, opening facilities during early voting and election day
April 17, 2024	LWV Training, Polling Place Surveys
April 18, 2024	Pre-Election Emergency Operations Briefing
April 18, 2024	SBE/LBE Collaborative Meeting
April 19, 2024	LWV Training, Polling Place Surveys
April 23, 2024	Close of Registration and Party affiliation Change, Office Open till 5 pm
April 23, 2024	Local Board Counsel Meeting with Attorney General's Office
April 24, 2024	Mail in Ballot 1 Canvass begins
April 24, 2024	Public Demonstration of Election Equipment

Upcoming:

April 25, 2024	Clear Ballot Training
April 27, 2024	Bulk Update, Pollbooks
April 29, 2024	Law Enforcement, OEM Meeting, Election Preparations & Security
April 29, 2024	Pollbook Logic and Accuracy Testing begins
April 30, 2024	Regional Collection Network Testing
May 1, 2024	Pre-Election Emergency Operations Briefing
May 1, 2024	Early Voting Equipment Set-Up
May 1, 2024	LWV Training, Polling Place Surveys
May 2, 2024	SBE/LBE Collaboration Meeting
May 2, 2024	Early Voting, Day 1
May 7, 2024	Regional Collection Network Testing
May 7, 2024	Local Board Counsel Meeting with Attorney General's Office
May 9, 2024	Pre-Election Emergency Operations Briefing
May 9, 2024	Early Voting, Day 8
May 10, 2024	US Election Assistance Commission Executive Committee Meeting
May 10, 2024	Election Day EFS Training
May 14, 2024	Election Day
May 15, 2024	100% Verification of Unofficial Election Results
May 16, 2024	Mail in Ballot 1 Canvass
May 17, 2024	Mail in Ballot 2 Canvass
May 22, 2024	Provisional Ballot Canvass
May 24, 2024	Final Canvass and Certification of 2024 Primary Election
May 27, 2024	Memorial Day, County and State Offices Closed
May 28, 2024	Voter Registration Opens

New Election Office and Warehouse

Director LaVoie continues to follow-up with Property management and Duroun for the remaining items. The temporary generator was installed March 27, 2024. The permanent generator will be installed in August of 2024.

Voter Registration (MDVOTERS)

All routine tasks, reports and monthly audits were completed on time and submitted to the State Board. The Critical Oversight Audit, ERIC Report, DHMH Report and Jury list, "Fuzzy" Reports for DHMH, Century Club and AOC were completed prior to the deadline. Voter Notification Cards, confirmation cards and change of address cards are mailed after new and changed registrations are processed. The voter registration deadline was April 23, 2024. The office remained open until 5:00 pm to serve voters. All required were completed. All deadlines were met.

2024 Election Legislation

A summary of legislation that passed is included in Board folders.

2024 Presidential Election Cycle

The Notice of the 2024 Presidential Primary Election was provided as required on April 12, 2024. Staff continues to prepare for the primary election, packing supplies, etc. Supply verification for Early Voting and Election Day was conducted by two Board members on April 17, 2024

To date, almost 90,000 Baltimore County voters requested and have been mailed a mail ballot. As of April 21, 2024, approximately 19,000 have been returned by mail, in person or deposited in a ballot box. Ballots are processed and inventoried for canvass as soon as possible after receipt. Ballots are retrieved daily from all ballot boxes by bipartisan identifiable teams using County vehicles. The Mail in ballot Canvass will begin on April 24, 2024 at 10:30 pm in the Multipurpose Room of the Baltimore County Board of Elections. Director Lavoie partnered with County OIT to have all canvass activities livestreamed. The public is also permitted to observe the canvass in person.

Election Equipment

The State required inventory is in progress due June 30, 2024. Logic and Accuracy Testing has been completed on all equipment that will be deployed on Primary Election Day as well as all reserve equipment that may be used on election day.

Director Lavoie and staff met with Property Management, Department of Aging and Recreation and Parks to outline the responsibilities for opening and closing the 11 early voting centers and the 243 polling locations on election day.

Election Judge Recruitment, Information and Training

Election judge recruitment continues. We continue to have many republican election judge vacancies.

Meeting and Important Dates Information

- May 2, 2024 Early Voting Begins
- May 9, 2024 Early Voting Ends
- May 14, 2024 Election Day
- May 14, 2024 Early Voting Results Canvass at 2:00 pm
- May 14, 2024 Board Meeting, Selection of Audit Precincts at 8:30 pm
- May 24, 2024 Certification of Election Results

BOARD COUNSEL'S REPORT

Board Counsel Josh Insley stated that he has received a subpoena from the FBI, he has completed and returned. He also mentioned that he has attended the State virtual meetings for attorneys. Board asked several questions about the subpoena and Board Counsel Insley answered.

BOARD MEMBER REPORTS

Member Nalley reported that he has disbursed and closed his campaign account. Vice President Feuer gave \$35.00 to Senator Johnny Salling, District 6 for breakfast fundraiser. Secretary Gaither mentioned that she attended judge training and said it was very good and the equipment was awesome.

MEETING INFORMATION

The next meeting will be held on May 14th (Election Day) at 8:30 pm at the Baltimore County Board of Elections office located at 5 Crossing Way in Owings Mills, Maryland. The meeting time may need to be adjusted.

ADJOURNMENT

There being no further business, on a Motion by Vice President Feuer and a second by Member Nalley; the Meeting was adjourned at 9:26 am.

Respectfully submitted,



Gloria Mason, President



LaVerne Gaither, Secretary

Approved this 14th day of May, 2024