



The Charles County Board of Elections held its regular monthly board meeting on August 17, 2023 at 201 East Charles Street, La Plata, Maryland, at 9:00 a.m.

I. Declaration of Quorum Present: The meeting was called to order by Board President Hancock promptly at 9:00 a.m. Attendees present were:

Board Members: Sharon L. Hancock (virtual)
Norma Jean Gibson
Melanie Boston-Holland (virtual)
Norris Hanes
Jaqueline Gray

Staff: Tracy A. Dickerson
Chris McDougal
Wade Beswick
Alexandria Horn

II. Approval of July's Minutes: A motion was made by Member Gray to accept July's minutes; motion seconded by Secretary Boston-Holland; unanimously approved.

III. Additions to the Agenda: No additional agenda items, agenda adopted as presented.

IV. Election Director's Report:

- Director Dickerson stated that she has received all five Board Members' certificates of completion for the Open Meetings Act.
- Director Dickerson proposed the approval of removing precinct lines as discussed in July's board meeting. A motion was made by Vice President Gibson to approve the proposal; motion seconded by Member Gray; unanimously approved. President Hancock thanked Director Dickerson for all of her hard work in consolidating precincts.
- Director Dickerson informed the Board that she has all three signed contracts for the Early Voting centers.
- Director Dickerson asked the Board for approval of a confidentiality request. A motion was made by Member Gray to approve the confidentiality request; motion seconded by Vice President Gibson; unanimously approved.
- Deputy Director McDougal informed the Board that two staff members, Alexandria Horn and LaVon Brown, participated in a voter registration drive on August 14th and 16th at North Point High School for New Teacher Orientation.

- Deputy Director McDougal announced to the Board that the staff has completed quarterly Voter Registration list maintenance using the jury list provided by Charles County Circuit Court and ERIC.
- Vice President Gibson asked “How is election day judge recruitment going?” Deputy Director McDougal answered “I have all of the required Democrat judges and I am actively seeking more Republican judges.”
- Vice President Gibson asked “When does election judge training start?” Director Dickerson answered “February 2024.”
- Vice President Gibson asked “Can board members attend the election judge training?” Director Dickerson answered “Absolutely”.
- Vice President Gibson asked “How are volunteers able to register people to vote at County events?” Deputy Director McDougal answered “All volunteers are trained and certified to register voters by a member the Board of Elections staff. Once the voter registrations are received by the office we verify the voters through the MVA or Social Security Office.” Vice President Gibson asked “How long are the volunteer certifications valid for?” Deputy Director McDougal answered “An election cycle.”
- Deputy Director announced to the Board that she has received verbal notice that Clare Mower, Program Assistant II, is retiring. The Board sends Claire well wishes.
- Program Manager Beswick informed the Board that his team is current with the equipment charging schedule.
- Program Manager Beswick also informed the Board that he is in constant contact with the State Board of Elections with regard to the pending new pollbook system.

V. Old Business:

- President Hancock announced that the Board has received applications for the Board Attorney position with a tentative date of August 24, 2023 to interview the candidates. Current Board Attorney Louis P. Jenkins, Jr is not available to sit in on the interview panel. Director Dickerson emphasized that the Board Attorney represents the best interest of the Board and must be available during Elections, Early Voting and the biennial State Board meeting held in Annapolis, MD.
- President Hancock suggested that in the case of inclement weather the decision to close the office early is left to the discretion of Director Dickerson; all Board members agreed.

VI. New Business: No new business to discuss.

VII. Next Board Meeting: The next Board Meeting will be held on September 21, 2023 at 9:00 a.m. Unanimously approved.

VIII. Adjournment: At 9:40 a.m. Member Gray made a motion to adjourn meeting; motion seconded by Member Hanes; unanimously approved.

MS Hall 9/21/23