

Katherine O'Malley-Simpson, President
Fern G. Brown, Vice President
Norman J. Saunders, Secretary
Craig J. Renner, Member
Dorothy C. Duffield, Member
Louis P. Jenkins, Jr., Attorney



Tracy A. Dickerson, Election Director II
Mary C. McDougal, Election Deputy Director II
Claire S. Mower, Election Supervisor II
Karl A. Richardson, II, Information Systems Spec.
Sharonda Munson, Election Data Appl. Spec. II
Wade Beswick, Election Data Appl. Spec. II
LaVon Brown, Election Data Appl. Spec. II
Shelby E. Trice, Election Admin. Assistant II

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The Charles County Board of Elections held its regular monthly board meeting on Thursday, April 30, 2020 at 201 East Charles Street La Plata, Maryland, 20646 at 1 p.m.

- I. Declaration of Quorum Present:** Katherine O'Malley-Simpson; conference call
Fern Brown; conference call
Craig Renner; conference call
Dorothy Duffield; conference call
Norman Saunders; conference call

Louis Jenkins, Board Attorney; conference call

Staff: Tracy A. Dickerson
Shelby E. Trice
Karl A. Richardson II

- II. Approval of January Minutes:** Ms. Fern Brown made a motion to accept the February, and special meeting minutes, seconded by Mr. Craig Renner. Unanimously approved.
- III. Additions to the Agenda:** N/A
- IV. Election Director's Report:**
- Ms. Tracy Dickerson informed the board that all ballots will be mailed tomorrow, May 1, 2020. Voters should be receiving their ballots by mid-May. Information has been posted on both our website and our social media page.
 - Ms. Dickerson informed the board that she has received the amended agreement from Sacred Heart for the Presidential Primary Election. Ms. Dickerson informed the board that the drop box at Sacred Heart will be located where a voter can drive up and drop off their ballot without leaving their vehicle. The ballot drop box will also be monitored by two surveillance cameras.
 - Ms. Dickerson informed the board that she will be allocating two scanning units, two ballot marking devices, five booths, and three pollbooks to the election day vote center. Ms. Dickerson informed the board that the vote center will have two check-in judges, one SDR/provisional judge, three ballot issuance judges, two scanning unit judges, two voting judges, two chief judges, and one tech, totaling thirteen judges.

- Ms. Dickerson informed the board that on Tuesday, May 5, 2020 we will be signal testing at Sacred Heart Friendship Hall.
- Ms. Dickerson discussed with the board that we are making “goodie bags” for election day that contain a mask, pen, and a “I Voted” sticker. This is to help minimize the exchange between the voters and the election judges. Ms. Dickerson also explained that the privacy sleeves will be used once per voter and will then be placed in a bin for quarantine.
- Ms. Dickerson discussed with the board that the vote center will be supplied with face shields, masks, gloves, and plexiglass to protect the election judges. Ms. Dickerson will also be sending cleaner for the equipment.
- Ms. Dickerson informed the board that we will be using a large room at the Waldorf Library for canvassing. Ms. Dickerson informed the board that there is adequate space to have ten canvassers. Ms. Dickerson explained to the board that these ten canvassers will be opening ballots as well as scanning the ballots when we have an adequate amount.
- Ms. Dickerson informed the board that there will be a virtual board meeting at the beginning of canvassing to vote in a chair person and secretary. Ms. Dickerson informed the board that they will be meeting daily from 3 p.m. to 5 p.m. virtually to discuss any ballot issues throughout the day. Ms. Dickerson informed the board that there will also be a virtual meeting to end the canvass.
- Ms. Dickerson reminded the Board that the board swearing in will take place on Wednesday, May 6, 2020 at 10 a.m.

V. Board Attorney Report: N/A

VI. Old Business: N/A

VII. New Business: N/A

VIII. Next Board Meeting: The next Board Meeting will be held on May 14, 2020

IX. Motion to Adjourn: Mr. Norman Saunders made a motion to adjourn, seconded by Mr. Craig Renner. Unanimously approved.