

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 Specialist
Vacant, 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

Charles County Board of Elections
P O Box 908
La Plata, MD 20646
Phone (301) 934-8972
(301) 870-3167
Fax (301) 934-6487

The Charles County Board of Elections held its regular monthly board meeting on Thursday, December 14, 2017, at 201 East Charles Street La Plata, Maryland, 20646 at 9 a.m.

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

Louis Jenkins, Board Attorney

Staff: Tracy Dickerson
Mary McDougal
Shelby E. Trice

- II. Approval of September 2017 Minutes:** Fern Brown made a motion to accept the September minutes, seconded by Norman Saunders. Unanimously approved.

- III. Additions to the Agenda:** The board addressed a concern over Dorothy Duffield continuing to assist Mary McDougal with nursing home absentees for the coming election cycle. It was agreed that Dorothy Duffield can continue assisting but due to being a board member it would be a conflict of interest if she was to be paid.

IV. Election Director's Report:

- Tracy Dickerson informed the board that the state has released a new Rules of Security and Behavior form that all election officials and board members need to read and sign. All forms have been signed and returned to Tracy.
- Tracy discussed with the board that starting in December 2017 all address changes in MDVoters, need a postcard sent to the old address as well as the VNC sent to the new address. The board had some concerns on how this would affect the budget that is currently in place. Tracy also addressed that SBE has been, and will continue to send letters to those who are registered to vote, but went to the MVA and marked "not a citizen" on their change of address form. This is to find out if that person marked it by accident.

- Tracy discussed that the state has received a bid for all counties to utilize the mail house for absentees. The UOCAVA absentees will be processed and completed in house.
- Tracy discussed that there will be a change in the poll books for Early Voting. The voter will no longer be asked for a proof of residency when updating their address. This is currently in place for Election Day.
- Tracy went over the salary differences and approved reclassifications from DBM. This will not take effect until fiscal year 2019. Tracy mentioned that this will enable the staff to move to higher positions.
- Tracy reported to the board that Tina Twigg left the Election Board on November 7, 2017. Tracy is waiting on a list of names from the state, that way interview letters can be sent out. The new hire interviews will take place after the first of the year.
- Tracy also informed the board that the MAEO meeting will be held in March. Tracy has no other information as of now.
- Karl Richardson and Wade Beswick have finished replacing the CMOS batteries in each poll book. They are currently working diligently to prepare for the mock election that will occur on January 8, 2018. During the mock election we will also be testing a few of the new tablets. Karl and Wade are also currently testing the new software for the poll books. In their spare time they are organizing the warehouse which has become frustrating due to the lack of available work space.
- Mary McDougal reported that on November 14, 2017 Tracy Dickerson, Mary McDougal, LaVon Brown, and Shelby Trice attended UOCAVA absentee training in Prince Georges County. Mary informed the board that voter registration has picked up and that the change of address post cards have been an effective and efficient way to get information quickly to help clean up the voter records. Mary McDougal also informed the board of a change from the state campaign finance office, impacting the Democratic Central Committee. Those candidates filing must file under either male or female. The Democratic Central Committee must now be formed by an equal amount of male and female members. Charles County is allotted 16 total members, which must be split equally by gender. Those that filed before the change have been contacted and asked to come in and re-file at no charge.

V. Board Attorney Report: No news at this time.

VI. Old Business: N/A

VII. New Business: Craig Renner made a motion to approve the new budget for fiscal year 2019, second by Fern Brown. Unanimously approved.

VIII. Next Board Meeting: The next Board Meeting will be held on January 18, 2018.

IX. Motion to Adjourn: Fern Brown made a motion to adjourn, seconded by Craig Renner. Unanimously approved.

