

**Board of Election Supervisors
Virtual Meeting
March 23, 2023
7:00 p.m.**

Draft Minutes

Member	District	Present	Absent
1. Tina Batten	Mayoral Appointment	X	
2. Ben Hovland		X	
3. Yousuf Jaleel	4		X
4. John Payne	3	X	
5. Lynea Cooper	1	X	
6. Cameron Thurston	2	X	

Also present: Janeen S. Miller, City Clerk; Joi Woods, Contract Secretary.

I. Call to Order:

John Payne called the meeting to order at 7:05 p.m.

II. Approval of the meeting agenda- March 23, 2023

The BOES reviewed the March 23, 2023 meeting agenda. Finalizing the BOES availability on May 5, 2023 - May 11, 2023 was added to the agenda.

Tina Batten moved to approve the March 23, 2023 meeting agenda as modified. Ben Hovland seconded the motion. All were in favor. None opposed. The motion passed.

III. Approval of Minutes- March 9, 2023

Ben Hovland moved to approve the March 9, 2023 meeting minutes as amended. Tina Batten seconded the motion. All were in favor. None opposed. The motion passed.

IV. Charter language Discussion - date to close voter registration

Ms. Miller said that a Charter Resolution and Ordinance proposing amendments to the City's election laws was introduced on March 27, and the public hearings will be held on April 11, 2023. The Council may have questions about the effect of the amendments. Mr. Payne volunteered to attend the meeting.

The BOES discussed the proposed amendment to the language in the City Charter about when to close the voter registration books. Pros and cons of changing the voter registration date were discussed:

1. A later date enables more voters to register and participate in the election. However, a later date also means the County has less time for the administrative tasks, especially mailing the Voter Notification Cards, which could be mailed too close to Early Voting.
2. An earlier date could result in increases in provisional voters who would be validated during the canvass. An earlier date allows the County more time to do the administrative tasks - process last minute registrations, prepare the voter file for the City, and mailing the Voter Notification Cards.
3. The BOES discussed the possibility of having two dates - an administrative closing date, and a voter eligibility date. The administrative date could remain 29 prior to

Election Day, and the voter eligibility date could be 15 days prior to Election Day. Ms. Miller will speak to the City Attorney about this idea.

- V. The BOES discussed and agreed to pay for a County employee to staff the County election office on election day to verify that voters are registered. This will cut down on provisional voters and make for a better voter experience.

Janeen Miller will follow up with the county and the City Attorney to determine if the proposed amendments are feasible.

- B. Special Election (May 2023)

- C. General Election (November 2023)

Discussion postponed until a decision is made about the Special Election.

VI. Special Election Discussion

- A. Voter Notification Card mailings for the Special Election

The County will not cover the costs to mail Voter Notification Cards for the Special Election, which will require a budget adjustment. We will also mail Election Notices to all households to encourage unregistered residents to register to vote.

- B. The BOES discussed special election logistics.

- C. The BOES discussed requests by a news outlet and a group coordinating a candidate forum for the early release of the names of candidates. The BOES reached a consensus to maintain past practice to release candidates' names at the established filing deadline on April 5, 2023.

- D. The BOES discussed the use of the County's permanent VBM list for the Special Election. The list will not be used for the Special Election. Use of the VBM List will be rolled out for the 2023 General Election to allow time for voter education about the use of the list.

VII. Discussion of General Election

- A. Election Guard Proposal

The BOES reviewed and discussed the quote from Hart Intercivic.

- 1. Components and pricing

- a. Ask about the rationale for number of ballot scanners.

- B. Electronic delivery of ballots (Enhanced Voting)

- b-1. Exploring online methods to receive ballots

- b-2. The BOES will explore further methods to ensure encryption, voter anonymity and election integrity after a demonstration from ElectionGuard.

Tina Batten moved to pursue a contract with ElectionGuard and associated partners to conduct the General Election in November 2023 . Lynea Cooper seconded the motion . 4 members were in favor. Ben Hovland abstained from voting due to his employment . The motion passed.

VIII. New Business

- A. Special Election Logistics - BOES availability the week of May 5, 2023- May 11, 2023.
 - a. The BOES finalized availability for May 5, 2023- May 11, 2023.

- B. Ballot Dropbox deployment has begun. Droboxes are in position and remain sealed until applications for ballots are released.
 - 1. City Hall
 - 2. Davis Hall
 - 3. Mom's shopping center 3/27/23
 - 4. UMD ballot drop box will be deployed on 3/29/23.

- C. Election Procedures and Forms
Janeen Miller and John Payne will meet to discuss election procedures and forms that will be used during the Special Election.

- D. Election Judge needs & training details

The BOES previously identified that a total of 9 Election Judges are needed.

- 1. Janeen Miller is recruiting for 6 Election Judges
- 2. 1 Election Judge has been secured for collections.
- 3. Janeen Miller will create a calendar of available dates for BOES members to fill in when they are available.
- 4. Election Judge Training will be April 22, 2023
 - a. need for an emphasis on forms
 - b. Relevant Election Judge Manual content -challenger section, watcher section, and the code of conduct

IX. Meeting Schedule

- A. The BOES discussed weekly meeting dates
 - 1. March 30, 2023
 - 2. April 6, 2023
 - 3. April 13, 2023
 - 4. April 20, 2023
 - 5. April 27, 2023
 - 6. May 4, 2023

- B. Future Agenda Items
 - 1. Election Advertising during the parade to encourage residents to vote.
 - a. The BOES will coordinate messaging with the Communications Department.

X. Adjournment

John Payne adjourned the meeting at 9:06 p.m.