

CECIL COUNTY BOARD OF ELECTIONS

DEBORAH TOWERY
DIRECTOR

LORA WALTERS
DEPUTY DIRECTOR



ELECTION BOARD

Brenda K. Ross, *President*
Margaret M. Gagnon
Nancy R. Simpers
James G. Crouse
Robert W. Laird

H. Norman Wilson, Jr., *Board Counsel*

Minutes – September 13, 2017 Cecil County Board of Elections 200 Chesapeake Blvd., Suite 1900 Elkton, MD 21921

Present:

Board:

Brenda K. Ross, President, Board Member
James G. Crouse, Vice President, Board Member
Margaret M. Gagnon, Board Member
Nancy R. Simpers, Board Member
Robert W. Laird, Board Member

Staff:

Deborah Towery, Election Director

The Cecil County Board of Elections met on Wednesday, September 13th, 2017 at the Cecil County Administration Building. The meeting was called to order by Ms. Ross at 3:00 p.m. All board members were present constituting a quorum.

Approval of the August 9, 2017 Open Meeting Minutes:

Ms. Ross asked if the board had any corrections or additions to the meeting minutes from the board's open meeting held on August 9, 2017. Mrs. Simpers moved for approval of the minutes. Mr. Laird seconded the motion. The motion carried unanimously.

Approval of the August 9, 2017 Closed Meeting Minutes:

Ms. Ross asked if the board had any corrections or additions to the minutes from the board's closed meeting held on August 9, 2017. Mr. Crouse moved for approval of the minutes. Ms. Simpers seconded the motion. The motion carried unanimously.

Additions/Changes to the Agenda:

President Ross called for any additions or changes to the agenda; however, there were no requested changes by the board.

Reports:

Director:

- A. Monthly statistical report – Ms. Towery presented this report for review by board members. No discussion was held.

Old Business

- A. Election Director's Report – Ms. Towery advised that Lora Walters had completed the Critical Overview (Audit) for Calvert County. On Friday, November 17, 2017, there is a mandatory UACOVA training for everyone in the office in Caroline County. Provisions are being made to have either a member of the Baltimore County LBE or a temp from Cecil County to cover the office for the day, so we can remain open for business. Janet Smith from SBE is coming in on Friday, September 15, 2017 to review voter registration data and answer any questions. Jessica Fleming received new CMOS pollbook batteries and is working on replacing all batteries at this time. Ms. Fleming has also begun staging in the warehouse for training by ES&S on Thursday, September 28, 2017, along with our new IT person (Al Glover). Ms. Walters is continuing to participate in the Election Judge Workgroup and assisting as they write the election judge manual for the upcoming election. Ms. Walters is also working with Mr. Daniels to train him on the election judge program.
- B. Biennial Conference – Ms. Towery advised the board that the agenda so far for the conference includes a breakout for the board attorneys, a piece regarding cyber security, as well as a speaker who will be doing a presentation about usability and communication tools for the public. Ms. Towery also handed out hotel conformations to all board members.
- C. Voter Outreach - Party Affiliation Education Update - Donna Duncan has returned and will assist Ms. Towery on this project. Ms. Towery is going to reach out to Ms. Summers (guest speaker mentioned above) to offer suggestions on this project in order to present the materials in a non-biased, educational way that is easy to read and understand.
- D. Thomson Estates Election Judge Update - Ms. Walters is currently working on a strategy for replacements and training of experienced judges who potentially can fill the anticipated vacancies at this polling place.

Adjournment

Ms. Ross indicated that the next meeting will be held on Wednesday, October 11th, 2017 at 3:00 p.m.

Closed Meeting

Ms. Ross requested a motion to close the board meeting under General Provisions Article, § 3-305(b)(1), to discuss the appointment, employment, assignment, promotion, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees or officials over whom the public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.

Mr. Laird made a motion to convene in closed session, and Mr. Crouse seconded the motion. The motion passed unanimously. The motion having passed, the Board met in closed session in accordance with exemptions (b)(1) of Section 3-305 of the Open Meetings Act for an update by Ms. Towery regarding the matter of an election judge who wanted to discuss with the board a personnel matter. The closed session began at 3:24 p.m.

Ms. Towery advised the Board the election judge had reached out to SBE regarding the decision made and no action is being taken by SBE. The closed meeting adjourned at 3:35 p.m.

Respectfully submitted,

Brenda K. Ross, President

Date: _____