

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 – May 10, 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
Lora Walters, Election Deputy Director

The Cecil County Board of Elections met on Wednesday, May 10, 2017 at the Cecil County Administration Building. The meeting was called to order by Ms. Ross at 3:04 p.m. All board members were present, constituting a quorum.

Approval of Minutes of April 12, 2017:

Ms. Ross asked if the board had any corrections or additions to the minutes from the previous regular board meeting, which all members reviewed. There was one small grammatical change mentioned by Ms. Gagnon. Mr. Crouse moved for approval of the minutes after making the one correction. Mr. Laird seconded the motion. The motion carried unanimously.

Ms. Ross asked if the board had any corrections or additions to the minutes from the closed executive session on April 12, 2017. There were no changes needed. Mr. Crouse moved for approval of the minutes as presented. Ms. Gagnon 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. There was no discussion at that time.
- B. Election Director's Report – Ms. Towery advised that the re-classification paperwork has been sent to SBE and upon completion of that, the vacant position, now to be a Data Application Specialist I, will be posted for two weeks. Additionally, Russell Hicks, Regional Manager, came for a site visit to perform a State audit check on all of our computers to ensure compliance of software systems and programs. Post-election maintenance has now been completed on all voting equipment with minimal failures documented; those failures are being addressed before the next election. Finally, SBE will perform an inventory check on Monday, May 22nd of all voting equipment. Perry Willis from Cecil County Public Schools has confirmed that all schools used as polling places will be available for the 2018 election year. Although Bo Manor will be getting a new roof during the Primary Election, he has indicated that they will not be working on the building on Election Day so that we may accommodate the traffic from voters on that day. He also indicated that he will have janitorial staff available for Chief Judges the day/night before for set up as well as for the trucking company to drop off and pick up voting equipment.

Old Business

- A. Ms. Towery and Ms. Walters had a final discussion with the board regarding election judges for the upcoming election. After a long discussion, it was decided that Ms. Towery and Ms. Ross would meet with one of the chief judges to inform her that she will not be invited to come back to work as an election judge. There was also discussion regarding possible solutions going forward regarding polling places where issues may exist with families who work together.
- B. Ms. Towery reminded the board of the schedule that she and her staff would have during the MAEO Conference given that we are one of the co-host counties this year, as well as providing them an update on our activities to support the conference thus far. Ms. Towery also advised that she would provide them with their hotel confirmations and a copy of the most updated agenda for the conference.

New Business

- A. Ms. Ross discussed with the board that on the next scheduled board meeting date of June 14th, the board would use that time only to conduct an Executive Session to complete Ms. Towery's performance review rather than hold a regular board meeting before her review. Mr. Crouse made a motion to accept this change and was seconded by Ms. Simpser. The motion was unanimously carried.

Adjournment

The President indicated that the next meeting will be held on Wednesday, June 14, 2017 at 3:00 p.m. to conduct the Director's performance review. A motion was made by Mr. Crouse to adjourn the meeting, and seconded by Ms. Gagnon. The motion was unanimously approved. The meeting was adjourned at 4:24 p.m.

Respectfully submitted,

Brenda K. Ross, President

Date: _____