

ELECTION OFFICE

Stephanie Taylor
Director

Kimberley H. Slusar
Deputy Director



ELECTION BOARD

Michael Dykes, President
Marquita McMillan, Vice President
Christina Bracknell, Secretary
Joseph Price, Member
James Richardson, Member

Brian K. Young, Esq., Board Counsel

AGENDA

**Harford County Board of Elections
133 Industry Lane, Forest Hill, MD 21050
August 29, 2023
5:00 p.m.**

- 1) Call to Order; Declaration of Quorum
- 2) Welcome Members and Guests
- 3) Approval of Minutes
 - June 21, 2023, Regular Meeting
- 4) Request Additions or Changes to the Agenda
- 5) Election Office Report
- 6) Board Attorney's Report
- 7) Old Business
 - Bylaws
- 8) New Business
- 9) Confirmation of Next Meeting
- 10) Members' Time
- 11) Closed Session*
- 12) Adjournment

NEXT MEETING: September 27, 2023

*Closed Meeting: Part of the meeting may be closed in accordance with Maryland's Open Meetings Act procedures.

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HARFORD COUNTY BOARD OF ELECTIONS
MINUTES
June 21, 2023

PRESENT:

| Board: | Staff: |
|--|-----------------------------------|
| Michael A. Dykes, President | Stephanie Taylor, Director |
| Marquita J. McMillan, Vice President | Kimberley Slusar, Deputy Director |
| Christina K. Bracknell, Secretary | |
| Joseph N. Price, Republican Member | |
| James C. Richardson, Republican Member | |
| Brian K. Young, Esq., Board Counsel | |

QUORUM:

Mr. Price called the meeting to order at 5:01 pm and determined there was a quorum with at least one member of the minority party being present.

Karen Perry from the staff was also present at the meeting and Michael Bracknell and Michael McMillan from the public. Michelle Karczeski, Clerk of the Circuit Court was also present.

Mr. Price asked the new Board Members to introduce themselves.

SWEARING IN OF THE BOARD MEMBERS:

Michelle Karczeski, Clerk of the Circuit Court was present to swear in all the Board Members.

ELECTION OF BOARD OFFICERS

At 5:21pm the meeting resumed with nominations for Board President. Prior to nomination Ms. Bracknell asked for a clarification of the Secretary role and it the responsibilities were explained by Mr. Young and Ms. Taylor. Ms. Bracknell nominated Mr. Dykes for President of the Board and Mr. Price seconded the motion. The motion passed unanimously. Ms. Bracknell nominated Ms. McMillan for Vice President of the Board and Mr. Dykes seconded the motion. The motion was passed unanimously. Mr. Dykes nominated Ms. Bracknell for Secretary of the Board and Mr. Price seconded the motion. The motion passed unanimously.

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APPROVAL OF MINUTES:

The May 30, 2023, Regular Meeting minutes were presented, there were no corrections or additions to the minutes and Mr. Dykes asked for a motion to accept the minutes. Mr. Richardson made a motion to accept the minutes and Mr. Dykes seconded the motion. The motion passed unanimously by those Board Members who were present for the May 30, 2023, Regular Meeting.

ADDITIONS OR CHANGES TO THE AGENDA:

There were no additions or changes to the agenda.

ELECTION OFFICE REPORT:

Ms. Taylor gave the Administration update.

Ms. Taylor gave the Staff update.

Ms. Taylor gave the Election Operations update.

Mr. Dykes asked about office staffing for the Havre de Grace Municipal Election. Ms. Taylor explained that most LBEs provide only a paper register and scanner for each municipal election. Harford County has normally provided staff to help with municipal elections, but the Havre de Grace election will be during Early Voting. Ms. Taylor said a statewide election takes precedence over a municipal election and that we will not have extra pollbooks or staff to provide to Havre de Grace. Mr. Young concurred with Ms. Taylor that the 2024 Presidential Election would take precedence over any municipal election held during the 2024 Primary or General Election.

Ms. Perry gave the Election Judge update:

Mr. Dykes asked if the training video could be sent to him to review.

Mr. Richardson also asked if we were going to reduce the number of polling places. Ms. Taylor explained that we had already done so as approved in a prior Board meeting. Mr. Dykes brought up his concern of people not knowing what polling place they voted at. Ms. Taylor said she is hoping to have enough staffing to have someone present at certain polling places to help direct voters to the correct place.

Ms. Taylor gave the Voter Registration update.

Ms. Taylor explained what each category meant for clarification to the new Board Members.

Ms. Taylor gave the Upcoming Events timeline.

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Mr. Price asked if there was any information from the MAEO Mail-in ballot committee meeting. Ms. Taylor told him the meeting talked about current legislation for mail-in ballots.

Mr. Dykes asked if the Department of Homeland Security would give advice on what to do next for the office. Ms. Taylor told him the report would outline any next steps, but Harford County Board of Elections is considered a model for office security in the state of Maryland.

BOARD ATTORNEY'S REPORT:

Mr. Young explained that there was no pending litigation and gave an overview of the Board Attorney's duties and responsibilities. He also reminded the Board Members to do the Open Meetings Act training. Mr. Young also requested that all Board Members use their Harford County email and not their personal email. Mr. Richardson said there are numerous cyber security training courses emailed by the county. He also stated the county will also send phishing emails to test you.

OLD BUSINESS

There was no old business.

NEW BUSINESS:

Mr. Price made a motion to renew the Board Counsel's contract and Mr. Dykes seconded the motion. The Board unanimously approved the new contract.

Mr. Dykes asked if everyone had read the bylaws and opened the floor for discussion. Mr. Young said they were modeled after the State bylaws. Mr. Dykes brought up the option of adding virtual participation for board members. Discussion ensued and decided to re-evaluate this at the next meeting.

Mr. Young also asked about section 3.1 in the bylaws and another discussion ensued. It was decided that this topic would be re-evaluated at the next meeting.

Mr. Richardson made a motion to cancel the July Board meeting and proposed the next meeting be August 29, 2023 at 5pm. Mr. Price seconded the motion, and the motion passed unanimously.

CONFIRMATION OF NEXT MEETING:

Mr. Dykes confirmed that the next Board Meeting would be August 29, 2023, at 5:00 pm.

MEMBERS TIME:

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Mr. Richardson wanted SBE to provide training videos on how to mark a mail in ballot. He suggested this training/video be broadcast over all forms of media. Ms. Perry explained this video was already available on the SBE website.

Ms. McMillan asked the status of the drop boxes. Ms. Taylor stated that the drop boxes are not going away.

CLOSED SESSION:

Mr. Richardson made a motion to go into closed session for performance evaluation for an employee and Mr. Price seconded the motion and the motion passed unanimously.

Mr. Richardson made the motion to adjourn the meeting and Mr. Price seconded. The motion passed unanimously. The closed session was adjourned at 6:40pm

ADJOURNMENT:

Mr. Richardson made a motion to adjourn the meeting and Mr. Price seconded. The Board unanimously approved, and the regular meeting adjourned at 6:22 pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "M. Dykes", is written over the text "Respectfully submitted,". To the right of the signature, the date "29/Aug/2023" is written in blue ink.

29/Aug/2023

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HARFORD COUNTY BOARD OF ELECTIONS ELECTION OFFICE REPORT

August 29, 2023

Administration:

- We received a favorable security report from the Department of Homeland Security.
- The new mailroom equipment has been installed.
- I was invited to speak at the Rotary Club on August 3rd about the election process.
- Eight Anne Arundel County employees visited our office on August 15th to exchange best practices.
- We participated in the Second Chance Resource Fair on August 23rd.
- Katie Berry, director of Carol County, has been promoted to be the Deputy Administrator at the State Board of Elections (SBE)

Staff Updates:

- We have one open pin in Voter Registration.
- We have made changes to our organizational chart. The changes are as follows:
 - Amy Sullivan is the manager of Voter registration.
 - Karen Perry is the manager of the Judge Program.
 - Justin Wall is the manager of Election Operations.
- I have requested 4 contractual pins which will be posted in October to help in the office for the 2024 election cycle.

Election Operations

- We are working on a more efficient way to deliver pollbooks and supplies to the polling places and the return of critical supplies at the end of Election night.
- Polling place surveys, which include ADA surveys, signal testing and polling place layouts, are complete.
- Due to passage of HB410 we are required to create a polling place plan. Nate and Justin are working on the documents to satisfy the requirements of this Bill.
- The paperwork for Early Voting should be completed within the next couple of weeks and submitted to the SBE.
- We are looking into a solution to help process the mail-in ballots.
- It is most likely that we will not be getting the new pollbooks for the 2024 election cycle.
- Five employees participated in tabletop exercises coordinated by Cybersecurity & Infrastructure Security Agency (CISA).

Election Judges:

- Meet & Greet sessions have been scheduled for September through December. The first session will be on September 6th. We have received over 50 responses so far.

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- The Judge and IT teams have created and continue to create training videos. These videos will assist in training classes and be a quick reference for the judges to review before election day.
- We are looking into a texting app to communicate with the election judges prior to their training classes and during election.
- Another edition of the Election Judge newsletter was sent out on June 29, 2023.
- Election related supplies needed for 2024 were researched and ordered. The order included Election Judge pins, VAC slip bags, media bags, voting judge bags, voter assistance forms and voter update forms.
- A tentative training schedule has been created.
- Recruitment flyer distribution has resumed throughout the county.
- Polling place layouts have been reviewed and updated.
- We are in the process of creating and completing new election judge training documents.
- We are continuing to review/update files, forms, and Smartsheets in preparation for the 2024 election.

Voter Registration

June - July

- List Maintenance
 - Social Security verifications – 23
 - Inactivated – 749
- DHMH (Deceased) list through the Maryland Department of Health – Received 6/20 and 7/19 – 276 records.
- AOC List (Felons) – Received 6/13 and 7/10 – 10 records.
- ERIC Reports – Received 6/2 and 7/20
 - NCOA (National Change of Address) – 6755
 - Cross State - 734
 - In-State Update – 1805
- Address Change Postcards – 3340
- Cancelled for Non-citizenship – 3
- Volume from Electronic Voter Registration Applications (EVRAs) – 7123
 - Voter Registration Applications – 7077
 - Mail-in Ballot Applications – 46

Current as of 8/15/23

We continue to receive documents from the Jury Commissioner at least once a week and should receive this month's DHMH and AOC lists soon.

Nursing Home/Assisted Living Program: Called the contact person, at the facilities, to check on the status of the activity coordinators. So far, there are 3 new contact people.

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Voter Registration Volunteer: We have conducted 4 VRV training sessions this year. The last training session was Wednesday, August 2nd and 21 people attended. Year to date, 47 people have attended the VRV training sessions.

Upcoming Events:

- September 6th – MAEO Mail-in Ballot meeting
- September 11th – Meeting with Jared DeMarinis (the new state administrator)
- September 12th – We will host Voter Registration regional training.
- September 15th - MAEO meeting in Frederick County
- September 21st – Director’s meeting

Precinct Voter Counts Report

Precinct : All Status : Active Inactive Status Reason: All Split : All

| | TOTAL | DEM | REP | LTB | UNA | OTHERS |
|----------------|-------|------|------|-----|------|--------|
| PRECINCT 01001 | 1623 | 376 | 858 | 11 | 361 | 17 |
| PRECINCT 01002 | 2584 | 1015 | 925 | 18 | 579 | 47 |
| PRECINCT 01003 | 5300 | 1856 | 2016 | 30 | 1347 | 51 |
| PRECINCT 01004 | 4551 | 1376 | 2096 | 16 | 1028 | 35 |
| PRECINCT 01005 | 4819 | 1770 | 1739 | 41 | 1212 | 57 |
| PRECINCT 01006 | 2433 | 807 | 991 | 19 | 569 | 47 |
| PRECINCT 01007 | 4845 | 1624 | 2046 | 31 | 1108 | 36 |
| PRECINCT 01008 | 1938 | 624 | 767 | 6 | 531 | 10 |
| PRECINCT 01009 | 504 | 139 | 232 | 5 | 119 | 9 |
| PRECINCT 01010 | 1451 | 617 | 423 | 10 | 385 | 16 |
| PRECINCT 01011 | 2439 | 913 | 907 | 23 | 571 | 25 |
| PRECINCT 01012 | 2276 | 963 | 770 | 10 | 501 | 32 |
| PRECINCT 01013 | 3307 | 1476 | 944 | 28 | 820 | 39 |
| PRECINCT 01014 | 4150 | 2090 | 991 | 26 | 990 | 53 |
| PRECINCT 01015 | 4261 | 1982 | 1250 | 27 | 953 | 49 |
| PRECINCT 01016 | 4247 | 1639 | 1607 | 33 | 918 | 50 |
| PRECINCT 01017 | 1880 | 768 | 629 | 14 | 435 | 34 |
| PRECINCT 01018 | 2649 | 1160 | 822 | 21 | 618 | 28 |
| PRECINCT 01019 | 3577 | 2071 | 557 | 23 | 844 | 82 |
| PRECINCT 01020 | 3589 | 2186 | 501 | 9 | 809 | 84 |
| PRECINCT 01021 | 5732 | 3094 | 1202 | 37 | 1317 | 82 |
| PRECINCT 01022 | 2097 | 1044 | 497 | 13 | 510 | 33 |
| PRECINCT 02001 | 3186 | 803 | 1628 | 30 | 691 | 34 |
| PRECINCT 02002 | 388 | 116 | 181 | 6 | 80 | 5 |
| PRECINCT 02003 | 51 | 18 | 22 | 0 | 11 | 0 |
| PRECINCT 02004 | 195 | 60 | 81 | 5 | 43 | 6 |
| PRECINCT 02005 | 1869 | 1009 | 365 | 15 | 460 | 20 |
| PRECINCT 02006 | 3859 | 1623 | 1252 | 25 | 908 | 51 |
| PRECINCT 02007 | 5629 | 2678 | 1391 | 50 | 1390 | 120 |
| PRECINCT 02008 | 2410 | 1118 | 510 | 17 | 706 | 59 |
| PRECINCT 02009 | 1057 | 398 | 269 | 16 | 362 | 12 |
| PRECINCT 02010 | 2013 | 853 | 654 | 23 | 456 | 27 |
| PRECINCT 03001 | 5774 | 1225 | 3229 | 47 | 1213 | 60 |

MDVOTERS * = Former Precinct/Split

Precinct Voter Counts Report

Precinct : All Status : Active Inactive Status Reason: All Split : All

| | TOTAL | DEM | REP | LJB | UNA | OTHERS |
|--------------------|---------------|--------------|--------------|-------------|--------------|-------------|
| PRECINCT 03002 | 3115 | 762 | 1656 | 18 | 653 | 26 |
| PRECINCT 03003 | 3548 | 1007 | 1747 | 14 | 751 | 29 |
| PRECINCT 03004 | 3834 | 918 | 2145 | 26 | 733 | 12 |
| PRECINCT 03005 | 3288 | 903 | 1577 | 16 | 766 | 26 |
| PRECINCT 03006 | 6382 | 1794 | 3049 | 40 | 1444 | 55 |
| PRECINCT 03007 | 6528 | 1624 | 3288 | 41 | 1538 | 37 |
| PRECINCT 03008 | 2851 | 727 | 1497 | 13 | 594 | 20 |
| PRECINCT 03009 | 7479 | 1961 | 3837 | 47 | 1568 | 66 |
| PRECINCT 03010 | 2609 | 719 | 1252 | 16 | 593 | 29 |
| PRECINCT 03011 | 5480 | 1789 | 2380 | 39 | 1216 | 56 |
| PRECINCT 03012 | 638 | 186 | 306 | 8 | 130 | 8 |
| PRECINCT 03013 | 5665 | 1816 | 2436 | 42 | 1298 | 73 |
| PRECINCT 03014 | 3069 | 867 | 1421 | 15 | 744 | 22 |
| PRECINCT 03015 | 2617 | 827 | 1192 | 7 | 575 | 16 |
| PRECINCT 03016 | 5085 | 1582 | 2206 | 30 | 1216 | 51 |
| PRECINCT 03017 | 3308 | 953 | 1514 | 31 | 786 | 24 |
| PRECINCT 04001 | 2746 | 498 | 1675 | 17 | 533 | 23 |
| PRECINCT 04002 | 2208 | 485 | 1261 | 9 | 433 | 20 |
| PRECINCT 04003 | 3218 | 622 | 1939 | 18 | 615 | 24 |
| PRECINCT 04004 | 3018 | 709 | 1660 | 20 | 588 | 41 |
| PRECINCT 04005 | 2164 | 519 | 1174 | 13 | 441 | 17 |
| PRECINCT 04006 | 4027 | 975 | 2188 | 22 | 796 | 46 |
| PRECINCT 04007 | 699 | 188 | 371 | 2 | 133 | 5 |
| PRECINCT 05001 | 5498 | 1023 | 3391 | 34 | 1002 | 48 |
| PRECINCT 05002 | 2789 | 540 | 1632 | 19 | 563 | 35 |
| PRECINCT 05003 | 1686 | 380 | 921 | 12 | 350 | 23 |
| PRECINCT 06001 | 267 | 84 | 124 | 5 | 50 | 4 |
| PRECINCT 06002 | 2664 | 955 | 960 | 21 | 701 | 27 |
| PRECINCT 06003 | 769 | 339 | 223 | 5 | 194 | 8 |
| PRECINCT 06004 | 5195 | 2042 | 1744 | 17 | 1321 | 71 |
| PRECINCT 06005 | 4681 | 1976 | 1366 | 34 | 1201 | 104 |
| Grand Total | 203808 | 69261 | 84484 | 1336 | 46371 | 2356 |