

Board of Election Supervisors
May 22, 2019
City Hall, 4500 Knox Road
Minutes

<u>Members</u>	<u>District</u>	<u>Present</u>	<u>Absent</u>
John Robson, Chief	Mayoral	X	
Lisa Williams	District 1	X	
Diane Ligon	District 2	X	
John Payne	District 3	X	
Maria Mackie	District 4	X	
Cameron Thurston	Mayoral	X	

Also Present:

Yvette Allen, Assistant City Clerk

- 1) Approve Minutes of 25 April 2019 Meeting

A motion was made by John Payne and seconded by Maria Mackie to approve the May 22, 2019 minutes as amended. The motion passed.

- 2) City Hall Closure – New polling location – Council approval

Council should approve the designation of Ritchie Coliseum instead of City Hall as a polling location at their May 28, 2019 meeting.

Assignment of Supervisors to Polling locations:

Davis Hall: Maria Mackie and Lisa Williams

Ritchie Coliseum: Jack Robson and Diane Ligon

Stamp Student Union: John Payne and Cameron Thurston

- 3) Judges – Recruiting process has begun.

As of today's date, we have received five election judge applications. Election judges will be paid about \$16.00 per hour. The City Clerk's office will request a list of election judges from Prince George's County and will distribute it to the BOES. The BOES will reach out to the people on the list. Jack Robson will send out a list of all Election Judges who served in the City 2017 Election.

- 4) Discuss Progress in Implementing:

- a) Voting Centers

- i) Report on preliminary testing of City Voting Center interconnection

Logistics are still being sorted. Testing should take place within the next week. Jack reviewed how the connectivity will work.

b) On-campus polling location

i) Parking

(1) Voters – time control procedure

Lisa Williams will prepare cards for the voters at the Stamp Student Union location to prevent unauthorized and over-lengthy parking

5) Revision to Provisional Ballot Process

a) Form and envelope

Jack Robson reviewed the process of Provisional Ballots and the changes that were made to the forms. The forms will be printed on the front and back of envelopes. There was discussion on when, who and how to complete the provisional forms. Marie Mackie will draft work-flow instructions for provisional ballots.

6) \$100 Campaign Finance Report Requirement – Form

Jack Robson presented the new Campaign Finance Report Independent Expenditure Report. Each candidate/treasurer and each political committee are already covered by an existing form. This form covers any person making aggregate independent expenditures of \$100 or more in an election cycle. They shall file reports disclosing contributions and expenditures with the City Clerk for the Supervisors of Elections. There were no changes to the proposed form.

7) Changes to the Election Book

a) Discuss proposed wording - “Meet and Greet” expenditures/donations

i) Adopt and publicize

The Board reviewed and discussed the Meet and Greet policy. **Lisa Williams made a motion and seconded by John Payne to approve the policy as amended. The motion passed. Lisa and John will make the approved changes and resubmit.**

Jack Robson will send an email to the Mayor and Council with the adopted policy as some are already campaigning.

8) Training

a) How early can we get equipment from ES&S

b) Early Voting judges

c) Election Day judges

Equipment should arrive by September 23, Elite/BOES training on September 28 and Judges training on October 26.

9) 17-year olds who will be 18 on Election Day – Early Voting, Absentee Ballots

A motion was made by John Payne and seconded by Maria Mackie to allow seventeen (17) year olds to vote by absentee and in early voting if they will be eighteen (18) on election day. The motion passed.

10) Early Voting – Processing of cast ballots

There was discussion on how to close out the machines after early voting. Jack Robson will speak to ES&S, but feels that we can put the machines to sleep until Election Day or get a separate scanning machine to use for early voting day only. This machine could also be used to scan in provisional and absentee ballots during the official canvass.

There was also discussion regarding the City of Hyattsville's same day voter registration and their pop-up voting centers.

11) Follow-up on City staff versus BOES election responsibilities

- a) Absentee Ballot Processing
- b) Candidate Petition Processing
- c) Outreach – Communications Coordinator ideas to promote election

There was discussion on how to get accurate information to students who want to vote. The BOES discussed working with the City Student Liaison, and SGA to get accurate information out to the students about registering to vote, changing their address and general voting information. The Board also discussed all areas of advertising the election.

12) Homeless Voters – Memo to Mayor and Council

The BOES agreed that the homeless should be able to vote if the County registers them. Jack Robson will prepare a memo to Council and let them know that the Board agrees it can be done and request information on their decision.

13) Common Election Day Issues

The Board discussed several issues that seem to arise on Election Day.

- Jack Robson will prepare an issue and solution scenario for the Board
- John Payne will view and map out the electioneering area for the Stamp Student Union.
- Maria Mackie will contact the Chief Judge to see how they set the electioneering area for Ritchie Coliseum.

14) Other issues and concerns – if any

15) Future meetings:

Thursday, June 20, 2019
Thursday, July 25, 2019
August 22, 2019

September 26, 2019
October 24, 2019

Adjournment:

A motion was made by John Payne and seconded by Lisa Williams to adjourn the meeting. The meeting adjourned at 8:54 p.m.