Howard County Board of Elections
8900 Columbia 100 Parkway
Columbia, MD 21045
October 29, 2007

Present:

Ann M. Balcerzak, President
Raymond Rankin, Democratic Member
Donna K. Thewes, Republican Member
Charles M. Coles, Jr., Republican Substitute Member
Vacancy, Democratic Substitute Member
Vivian L. Dixon, Board Secretary
Michael S. Molinaro, Board Counsel

Staff: Betty M. Nordaas, Director

Guests: Jay Gerarden, Registered Voter

Ms. Balcerzak called the meeting to order at 4:00 PM. All members were present, constituting a quorum.

Approval of Minutes of September 24, 2007:
Ms. Balcerzak asked if the Board had any corrections to Minutes. Motion to approve was made by Ms. Thewes, seconded by Mr. Rankin and unanimously approved.

Requests for Additions or Changes to Agenda: None

Correspondence Received: Ms. Hill's notification to the Board of her resignation made effective October 16th.

President's Report: In the interest of time (Executive Session scheduled), Ms. Balcerzak asked Director to discuss handouts and proceed with Director's Report

Director's Report:

- Last date for candidate filing is December 3rd. (Office will be open until 9:00 PM) The President will advise Jason Shapiro that this date also applies to Judicial candidates and Ms. Nordaas will notify the Baltimore Sun Reporter that gave the date of Dec 7th.

Personnel Matters:

- Director and Deputy interviewed 15 applicants for the Election Data Applications Specialist II positions (2). Paperwork for selected candidates was sent to the State for processing, with a November 7th, effective date.
- Recruitment of 5-6 Election Temps for the office and 2 for the warehouse to begin. Ads will appear in Patuxent Publisher newspapers. The effective starting dates will be December 3rd and 17th, respectively.
- Third personnel matter will be discussed in Executive Session.

Director's Report- Continuation:

- Scheduled presentation for Bill Chesnutt, and other Independent Voters, became a discussion rather than a presentation, as planned. Board Member, Donna Thewes and Deputy Director Guy Mickley, accompanied the Director.
- Nursing Home Assistant Living Facilities Project - Mandated by the State to insure voting in facilities with 50 or more residents. Volunteers to process voter registration and absentee balloting needed. Board President and Members Thewes, Rankin and Coles agreed to serve, individually for registration and as a bipartisan team for absentee balloting. (Board Members are to provide Board Secretary with available dates – January 22nd registration closure date)
- Administrative Complaints: Under 33.01.01 of Code of Maryland Regulations, one's use of a business or mailbox address violates the Voter Rights Act. Thirty-five (35) such voters, either failed to respond or our mail was returned. Those persons should not be allowed to vote in 2008 Primary. Proposal to forward documented records to Nikki Trella, SBE for processing presented. Ms. Thewes moved to have the 35-complaints forwarded to SBE and if so deemed, the Board may review at next meeting. Mr. Rankin seconded, and it was unanimously agreed upon.
- Judge recruitment: Currently 500-Democratic (need 88 + alternates), 453 Republicans, unaffiliated & other parties (need 95 + 40 alternates). [Board given list of locations needing judges] Classes will begin Nov 5th. The Judges may register, as well as download the manual online [Board President highly recommended Chief Judges training for all Board Members.]
- Board of Education Issues: Accessibility night before for set-up and security of machines. Ms. Giles, from Board of Education suggested, at the 50+ Expo, contacting Board of Education President Diane Mikulis. A January invitation for chew n' chat will be considered by our Board.

Attorney's Report:

- Counsel Bill #77-2007, to amend County Code will be introduced Monday Nov 5th. Public Hearing is scheduled for Nov 19th. Counsel will testify on behalf of Board.
- Discussion with Mark Davis regarding emergency procedures for Primary Election. State level procedures are in place. Counsel is prepared to contact the Chief Administrative Judge if voting time needs to be extended. (Deputy Director assured the Board emergency procedures are in place)

Old Business: Research determined that a Map Printer would cost from $9500-$15,000 and $300 for cartridges. Cost per copy not determined. Desired maps needed are available through the County.

New Business: Following the motion of Ms. Thewes, seconded by Mr. Rankin it was unanimously agreed upon to convene in Executive Session at 6:02 PM to discuss a personnel matter.

Action Executive Session: While in Executive Session the Executive Session Minutes for October 15, 2007 were approved and signed. Personnel action will be reported on November Minutes.

Adjournment:
There being no further business, a motion to close the Executive Session and reconvene in Open Session, was made by Ms. Thewes, seconded by Mr. Coles and unanimously approved Session closed at 6:29 PM, followed by immediate adjournment. The next meeting will be held November 26, 2007 at 4:00 PM.

Respectfully submitted,

Vivian L. Dixon .
Vivian L. Dixon, Board Secretary

Ann M. Balcerzak .
Ann M. Balcerzak, President

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Member