

**MEETING OF THE
PRINCE GEORGE'S COUNTY BOARD OF ELECTIONS
1100 MERCANTILE LANE, SUITE 115A
LARGO, MD 20774
MONDAY, JULY 10, 2023**

PRESENT: Beatrice P. Tignor, President, Democratic Member
Roberta B. Deegan, Vice President, Republican Member
Faye M. Howell, Democratic Member
Felecia N. V. Pratt, Democratic Member
Terri L. Williams, Democratic Member
Carletta L. Lundy, Substitute Democratic Member
LaVerne P. Scott, Substitute Democratic Member
Michael M. Gorman, Substitute Republican Member
Anita C. Jones, Board Secretary
Michael L. Adams, Board Attorney
Wendy N. Honesty-Bey, Deputy Elections Administrator/
Acting Elections Administrator

ABSENT: None

This meeting was conducted at the Board of Elections' (BOE) office. Ms. Tignor called the meeting to order at 5:30 p.m. and a quorum was present. Ms. Lundy was seated for Ms. Williams (late arrival). There were no guests.

MINUTES

Ms. Deegan requested the following clarifications to the minutes. Page 3, under Personnel, bullet 5:

- It was noted that some BOE vacant positions are listed on the BOE website, and some are on the OHRM website. Is there a way to link these sites so potential candidates can find all open BOE positions?

Also, according to the official documents from their appointment to the BOE, Alternate Members are Substitute Members.

A motion was made by Ms. Pratt, seconded by Ms. Howell, and duly passed accepting the minutes for the June 5, 2023, regular meeting with the clarifications noted.

ADMINISTRATOR'S REPORT

Correspondence – Tonya Moissette letter (County Executive candidate in 2022) requesting to review and inspect all election information and related material. This request was referred to the State Board of Elections (SBOE) for guidance.

Early Voting Sites – The Accokeek VFD has served as an Early Voting site in past elections which created scheduling conflicts with their events. Victory Chapel, church in Accokeek, MD, has not responded to staff contacts. The Accokeek Public Library is unable to accommodate Early Voting. Staff is going to negotiate with Accokeek VFD to see if an acceptable settlement can be reached to use the facility.

Ms. Howell asked about the number of Early Voting sites in the County. We currently have thirteen (13) sites which is required by law. The dates for Early Voting are May 2-9, 2024.

2024 Presidential Election –

- Ms. Honesty-Bey provided a copy of the SBOE calendar of dates for the 2024 Presidential Primary Election. “Key dates” for local jurisdictions are highlighted in yellow.
- Candidate Filing. To date, no one has filed for local positions (Board of Education).

Election Directors’ Meeting – SBOE and the Maryland Association of Elections Officials (MAEO) held a meeting with local election officials to review recent legislation. The meeting was a question-and-answer session to understand the specifics of the law and what is required for implementation. SBOE and MAEO are working on regulations and guidelines. Does the bonus pay apply to Election Judges who work one election, both the primary and general elections, elections held several years ago, etc.?

Polling Place Security Plans – Recent legislation, HB0410, requires local jurisdictions to present, for SBOE approval, polling place security plans eight (8) weeks prior to each election. Further details will be discussed at the August 2023 meeting.

Voter Registrations – The Maryland Voter Registration System is updated based on information received from the registrants, ERIC (Electronic Registration Information Center), MVA (Motor Vehicle Administration, NCOA (National Change of address), and other reports. Ms. Deegan provided background information on the report and the sources of data used in updates.

New Elections Equipment – SBOE will begin planning efforts to roll out new e-poll books. They will be utilized in the 2024 Primary Election. BOE staff will be trained on the new equipment and its functions and then will train Election Judges. Training is scheduled to begin mid-August.

PERSONNEL –

- General Clerk IV. The position has closed. We expect to fill this position by the end of July.
- Citizen Services Specialist III (Elections Operations Manager). Candidate selected and offer pending approval from the Deputy Chief Administrative Officer.
- IT Manager. Candidate selected and offer accepted. Anticipated start date: September 11, 2023.
- Elections Administrator. Awaiting final approval to proceed with posting.
- New FY2024 Positions. Budget Analyst and Citizen Services Specialist (Spanish Coordinator). Staff is working on the approval packages to advertise these positions.

OLD BUSINESS –

- BOE vacant positions. Ms. Honesty-Bey reported that “temporary/seasonal” positions are posted on the BOE website, and “classified/merit” positions are posted on the OHRM website. A link will be added to the BOE website to connect to the OHRM website for future vacancies.

- BOE meetings/video conferencing system. Ms. Honesty-Bey reported that the office had purchased a video conferencing system. It will be installed and available for the next meeting.

LEGAL – Mr. Adams provided an update on his firm’s contract with the BOE.

A motion was made by Ms. Williams, seconded by Ms. Tignor, and duly passed to go into Executive Session.

Regular session resumed at 6:30 p.m.

A motion was made by Ms. Deegan, seconded by Ms. Williams, and duly passed requesting Mr. Adams to proceed with negotiations to retain Mr. McGinley to assist with the Canvass and establish the Board Attorney’s relationship with the BOE.

NEW BUSINESS –

- The Board will present “Election Topics” at each meeting to assist new members in learning election procedures and processes.
- Ms. Lundy presented a proposal to involve students in the election processes. Ms. Honesty-Bey noted that we have a Student Worker Program. She will discuss the proposal and the current program with Ms. Lundy.

NEXT MEETING – The next regular meeting is scheduled for Monday, August 14, 2023, at 5:30 p.m., and will be held in-person at the Elections Office. Ms. Williams will provide a review of the voter registration process. In addition, a tour of the warehouse will be on the agenda.

A motion was made by Ms. Deegan, seconded by Ms. Pratt, and duly passed to adjourn the meeting at 6:45 p.m.

Beatrice P. Tignor, President

Anita C. Jones, Recording Secretary

Date