



Cecil County Board of Elections

August 21, 2024

MINUTES

PUBLIC NOTICE OF THE MEETING

Public notice of the Board meeting was provided by displaying the meeting information and agenda on the bulletin board in the lobby of the Cecil County Administration Building, and by posting on the Election agency website and Election agency social media platforms. A copy of the agenda was made available.

MINUTES of the Cecil County Board of Elections meeting held on the 21st day of August 2024 in the North East Room on the 1st floor of the Cecil County Administration Building located at 200 Chesapeake Boulevard in Elkton, Maryland. Public viewing of this meeting was available in person. Board member attendance was in person, as noted below.

ATTENDEES:	Jennifer Graham	President
	Stephen Stiles	Vice President
	Krista Moretz	Secretary
	Eunice Grant	Board Member (phone)
	Holcombe Grier	Board Member
	Bradley Moore	Board Attorney
	Gary Holmes	Director
	Karen Benecewicz	Deputy Director
	Mary Nelson	Public
	Sean Brimm	Public
	Norma Carey	Public
	Doug Johnson	Public
	Kathy Hurd	Public
	Marcia Eldreth	Public
	Sandi Touchton	Public

DECLARATION OF QUORUM

The meeting was called to order by President Jennifer Graham at 3:08pm. The Quorum was established with five (5) Board Members.

AGENDA

There were no additions to the agenda.

PRESIDENT'S REMARKS

President Jennifer Graham thanked everyone for making time for this meeting, during this summer vacation season and illness. She also thanks the public for attending and stated we were there to address the needs of the community.

APPROVAL OF MINUTES

The Minutes of the July 17, 2024, Board meeting were provided to the Board with a copy in each of their folders.

MOTION: Member, Cecil County Board of Elections Holcombe Grier motioned to approve Minutes for April 17, 2024.

SECOND: Member, Krista Moretz, seconded the motion.

ACTION: Minutes approved and signed by Jennifer Graham, Board President and Krista Moretz, Board Secretary.

DIRECTOR' S REPORT (see attached)

Gary enclosed his director report along with the agenda and minutes in the packet for today's meeting. We completed our assigned county for our monthly Critical Oversight. SBE sent the results of our oversights from May through July and no variances were found.

Election Judge recruit is currently 354 judges. We are scheduled to start training on September 9, 2024, at the EMS training site. There are currently 217 judges registered for their training. This month the office completed work on the RF Kennedy statewide petition. The information was returned to the state. Staff attended several outreach events over the course of the past month: August 6th National Night Out in both Elkton and Cecilton, August 8th the 55+ Healthy Lifestyle Expo, August 13th a back-to-school event at Elkton Middle. Staff will be attending the Books, Beats and Eats event at North East Elementary on August 22nd. At these events the staff has been able to register voters and answer questions regarding registration, the election, mail in ballots. In addition, we are recruiting election judges and passing along information on the Page Program.

Gary stated that he has been doing supervisor training that has been provided by the state. Sheri has been keeping up with the weekly webinars that CISA (Cyber Infrastructure Security Agency) with information that pertains to both the office and election workers. We were able to meet the regional representative at the MAEO (Maryland Association of Election Officials) conference held yesterday. We may plan to have him come out to the office soon. In addition to MAEO we (Karen, Sheri, and Gary) attended a tabletop exercise on August 13th at the Anne Arundle Co. Board of Elections. It was the State Board of Elections and Maryland Emergency Services that put on the exercise. This week August 20-23 we will be training with ES&S on the scanner and ballot marking device as well as the creating media for the machines and transmitting data to the state.

Gary said that the office added a new folding machine to the office, since we were told by the finance department to not use the one in the mail room. The folding machine is a great time saver and allows man hours to be put toward more important tasks. Additionally, a desk scanner and handheld scanner were purchased to help with the day-to-day processing.

Gary stated that we have posted on our social media where to have questions answered and advising that comments are not permitted. We have also found some videos that we will be adding to social media, pertaining to different election processes. They were found on the National Conference of State Legislatures website [Elections Defined Video Series \(ncsl.org\)](https://www.ncsl.org/elections-defined-video-series)

Gary also stated that he plans to reach out to the Whig and inquire about which reporter will be assigned to cover the election, give them a list of important dates and provide answers to any questions they may have.

The warehouse is moving along with the reorganization and cleanout. Those items that are able to be destroyed totaling about 200 boxes are scheduled for shredding on August 28th. We are still hoping to move 2020 & 2022 boxes to Harford County to allow for more storage space.

While more storage area is nice, we still are hoping to obtain more floor space in a new location sometime in 2025.

COUNSEL'S REPORT

Since Bradley was not present there was no counsel report.

OLD BUSINESS

Krista and Jennifer noted that the closed session after the July Meeting pertained to the evaluation of a staff member. The evaluation had been filed with SBE and they have a schedule of when the next set of evaluations are due and a better understanding of what should be included.

NEW BUSINESS

The Ballot Questions for the 2024 General Election were finalized by the County's Attorney. (They are in the packet and will be posted on the State and Cecil County Board of Elections websites with the ballot in early September.) The Ballot Drop Boxes are scheduled for delivery sometime between September 16-18, 2024, with the mailing of ballots occurring approximately at the same time.

October 1, 2024, was selected for Cart Verification. A date for the Public L&A will be determined before the next meeting (with equipment). We will also determine if the board needs to be taken the oath and elect a Canvass Chair and Secretary for the General.

ANNOUNCEMENTS AND DISCLOSURES

Holcombe Grier and Jennifer Gramham both disclosed that they had made contributions to campaigns. Holcombe contributed to Harris for President and Alsobrooks for Senate. Jennifer contributed to the DNC – Harris campaign and Alsobrooks as well. There were no other announcements or disclosures from other members of the board.

QUESTIONS AND CONCERNS

President Jennifer Graham opened the meeting up to the public. Sean Brimm made those in attendance aware that at the July 2nd County Council Meeting (which can be found online) the Charter Amendments (ballot questions), that will appear on November's ballot were discussed, reviewed, and approved. Upon their approval they were sent to the Attorney General for approval. Link to meeting: [Legislative Session 07/02/24 - Zoom](#)

Mary Nelson brought to the attention the need to have the watermark on the specimen ballot does not interfere with any of the ballot text. During the primary it was too dark, and it was difficult to read some of the choices. Ms. Nelson also express her concern that 2 individuals of opposite parties should be picking up the ballots from the drop boxes together. The staff and board expressed that it was not a necessary expense they were willing to take on. The board tried during the primary to assist with the pickup and attested to the difficulty with making that a requirement. Since the state does not require 2, we will continue to use the same individual that has picked up ballots for the last 2-3 elections. In addition, there are chain of custody logs, and the boxes are under 24-hour surveillance if there are ever any questions.

Lastly Marcia Eldreth first questioned why the board disclosed their campaigns contributions. Jennifer informed that it was required. Next was referenced the R.F. Kennedey petition and the fact that he might back out of the race. It was stated that since we didn't know if he had the required number of signature and the fact that ballots had not been printed it shouldn't really be an issue. Lastly, she comments on the need for a dress code (business casual) for the election judges. Attire is addressed while training the election judges – with the statement that it should be comfort and appropriate.

Board Folders:

August 21, 2024– Board Meeting Minutes

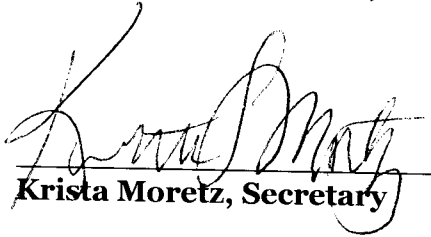
NEXT BOARD MEETING

The next Board Meeting is scheduled for September 18, 2024, at 3PM in the North East Room on the 1st floor of the Cecil County Administration Bldg.

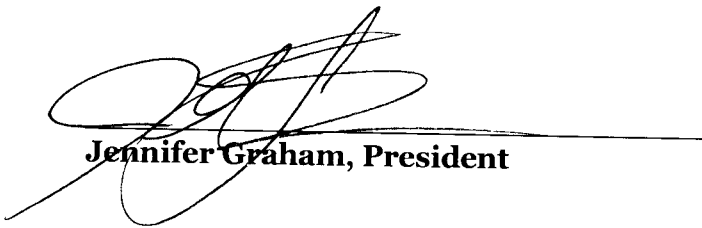
ADJOURNMENT

Holcombe Grier, Member moved to adjourn the meeting.
The motion was seconded by Stephen Stiles, Board Vice President.
The meeting was unanimously adjourned at 4:27 PM.

Respectfully submitted,



Krista Moretz, Secretary



Jennifer Graham, President

Meetings, Trainings, and Important Dates:

September 19, 2024- SBE/LBE Collab (virtual)
October 1, 2024 Supply Cart Verification Scheduled
October 9, 2024 – Supply Cart Verification Deadline
October 14, 2024 – Columbus Day
October 15, 2024 – Voter Registration Closes / Board Counsel Briefing
October 18, 2024 – Public Demo L&A
October 22, 2024 – L&A Public Demo Deadline
October 24-31, 2024 – Early Voting
October 29, 2024 – Ballot Request Deadline by Mail or Fax/ Board Counsel Briefing
November 1, 2024 – Ballot Request Deadline delivered via web
November 5, 2024- General Election Day
November 7, 2024 – MIB 1 Canvass
November 13, 2024 – Provisional Canvass
November 15, 2024- MIB 2 Canvass
December 18, 2024 – Board Meeting (Holiday Party)
December 19, 2024- SBE/LBE Collab (virtual)
January 16, 2025- Manual Audit

DIRECTORS REPORT TO THE CECIL COUNTY BOARD OF ELECTIONS SEPTEMBER 2024
Gary Holmes 9/17/2024

STATISTICS/ PROCESSING/ JUDGES

- Critical Oversight Review for Worcester County was completed and submitted.
- Our staff has been doing a great job of processing deceased reports – both old and new. The ERIC Deceased report has been processed.
- Election Judge Classes began on September 9th with setup and moving of supplies and equipment to the EMS Training Center completed by staff the day before.
- There are approximately 50 Judge Classes planned. These are a combo of refresher courses, as well as 3-hour courses for new judges. Gary is greeting the classes for new judges when possible. Lynn is teaching the courses, while Brenda assists with the paperwork and scheduling aspects of the judges as well. We are training 6 days a week.
- We have trained 104 Election Judges to-date. 321 Judges have signed up for classes. 72 Election Judges have submitted applications but have not signed up for training yet. Our judges are roughly half new and half returning.
- In the lead-up to the General Election, we are receiving scores of voter calls, questions and Voter Notification Card (VNC) requests each day in the office.
- Processed 130 batches representing nearly 2,000 voter records.

OUTREACHES

- Karen & Ashira participated in “Books, Beats & Eats” outreach at North East Elementary on August 22nd providing information to parents & children about voting.
- National Voter Registration Day was yesterday September 17th and both Sheri & Gary set up tables of information at the two busiest libraries---Elkton & North East during the afternoon rush hour time.

IT/ WAREHOUSE / DROP BOXES

- On-site shredding of old materials was a success.
- Wi-Fi hub has been moved into the warehouse. This improves speed and connectivity.
- Active landline and a workstation port has been installed in the warehouse.
- PG Audio and ballots proofed.
- No equipment allocation changes all transportation and allocation approved for Early Voting and Election Day.
- L & A (Logic and Accuracy) for DS200 & BMD started with on-time Taylor test desk 9/10. L & A continues through Early Voting.
- Warehouse temporary staff started week of 9/09.
- Jasmine and Ashira are pushing forward with equipment testing and updates.
- 10/04 is Early Voting Signal Testing.
- 10/18 Public Demo 10:30am-12:30pm.

PROFESSIONAL DEVELOPMENT / TRAINING

- All staff participated in training with our regional trainer Sheldon Walter in Express Vote & DS200 training.
- Gary will be having a private training session with a regional trainer this Friday on Electionware.

SOCIAL MEDIA / MEDIA

- We continue to post important dates & interesting tidbits to garner attention to our social medial pages.
- Gary & Sheri have been in contact with the Cecil Whig about upcoming articles & informational press releases.
- Gary has been in touch with the Associated Press.
- Karen and Gary have been in contact with another local publication called Sports Weekly.

DROP BOXES/ BALLOTS/ UPCOMING DATES

- Ballot boxes have arrived at our 5 locations this morning and Gary accompanied them to install locks and to place the signs indicating the slots are locked open and not closed.
- Web ballots are to be delivered September 19th.
- First printed ballots will be mailed September 20th and affected voters will receive correspondence that "Your ballot is on the way".
- The balance of the printed ballots will be mailed the week of September 23rd.
- October 1st is our black cart verification.
- Early Voting begins October 24th and runs through October 31st.
- Election day is November 5th.

Monthly Statistical Report

Date: 09/18/2024
Report No.: VR-013

Board of Elections: Cecil
User Name: Benezewicz, Karen

Last Transaction Date From: 08/21/2024 To: 09/18/2024

ADDITIONS TO COUNTY REGISTRATION

METHOD	DEM	REP	NLM	LIB	GRN	UNA	OTHERS	TOTAL	EXACT	DUPES
By Mail	6	7	0	0	0	2	0	15	0	0
Correction	1	1	0	0	0	0	0	2	0	0
Electronic Volunteer	3	5	0	2	0	0	0	10	0	0
ERIC Report	4	1	0	0	0	3	1	9	0	0
In Person	2	0	0	0	0	1	0	3	0	0
Motor Vehicle Administration	70	111	6	8	0	103	2	300	0	0
Office Drop Box	0	0	0	0	0	1	0	1	0	0
Online Mail In Request	1	0	0	0	0	1	0	2	0	0
Online Voter Registration	18	45	2	1	0	31	1	98	0	0
Online Voter Update	0	1	0	0	0	2	0	3	0	0
Social Security Administration	10	8	0	0	0	5	0	23	0	0
State Designated Agencies	2	2	0	0	0	1	0	5	0	0
TOTAL	117	181	8	11	0	150	4	471	0	0

SUBTRACTIONS FROM COUNTY ACTIVE STATUS

REASON	DEM	REP	NLM	LIB	GRN	UNA	OTHERS	TOTAL
Death Notice	126	160	0	1	0	40	5	332
Death Notices Other than DHMH	19	27	0	0	0	6	0	52
Moved Out of State	3	4	0	0	0	6	0	13
Voter Request	1	1	0	0	0	0	0	2
Duplicate/Merged	0	1	0	0	0	0	0	1
County Transfer Out	-42	-30	0	-2	0	-21	-3	-98
TOTAL	191	223	0	3	0	73	8	498

AFFILIATION CHANGES

CHANGE	DEM	REP	NLM	LIB	GRN	UNA	OTHERS	TOTAL
From	74	71	3	2	2	80	13	245
To	68	85	7	2	2	70	11	245
TOTAL	-6	14	4	0	0	-10	-2	0

Monthly Statistical Report

Date: 09/18/2024
Report No.: VR-013

Board of Elections: Cecil
User Name: Benecewicz, Karen

Last Transaction Date From: 08/21/2024 To: 09/18/2024

CURRENT ACTIVE REGISTRATION

ACTIVITY	DEM	REP	NLM	LIB	GRN	UNA	OTHERS	TOTAL
BEGINNING OF REPORT	19039	35166	108	481	73	17190	832	72889
ADDITIONS (+)	117	181	8	11	0	150	4	471
REINSTATED (+)	5	13	0	1	0	5	0	24
CANCELLED (-)	-130	-166	0	-1	0	-46	-5	-348
COUNTY TRANSFER OUT (-)	-42	-30	0	-2	0	-21	-3	-98
AFFILIATION CHANGES (+ OR -)	-6	14	4	0	0	-10	-2	0
* INACTIVATED (-)	-19	-27	0	0	0	-6	0	-52
* REACTIVATED (+)	19	15	1	0	0	4	0	39
END OF REPORT TOTALS	18983	35166	121	490	73	17266	826	72925

Monthly Statistical Report

Last Transaction Date From: 08/21/2024 To: 09/18/2024

INACTIVE REGISTRATION

SUBTRACTIONS FROM COUNTY INACTIVE STATUS

REASON	DEM	REP	NLM	LIB	GRN	UNA	OTHERS	TOTAL
Confirmation Mail Process	3	1	0	0	0	0	0	4
Confirmation Notice	1	0	0	0	0	0	0	1
Correction	0	0	0	0	0	1	0	1
Death Notice	30	39	0	0	0	18	2	89
Electronic Volunteer	0	1	0	0	0	0	0	1
Failure to Vote	236	216	0	7	2	181	13	655
FPCA	1	2	0	0	0	0	0	3
In Person	1	1	0	0	0	0	0	2
Motor Vehicle Administration	7	10	0	0	0	4	0	21
Moved Out of State	4	2	0	0	0	2	0	8
Online Mail In Request	1	0	0	0	0	0	0	1
Online Voter Registration	3	1	0	0	0	0	0	4
Online Voter Update	2	1	0	0	0	0	0	3
State Designated Agencies	2	0	0	0	0	0	0	2
Voter Request	0	0	0	0	0	1	0	1
Duplicate/Merged	0	0	0	0	0	1	0	1
County Transfer Out	-10	-2	0	-1	0	-7	0	-20
TOTAL	301	276	0	8	2	215	15	817

CURRENT INACTIVE REGISTRATION

ACTIVITY	DEM	REP	NLM	LIB	GRN	UNA	OTHERS	TOTAL
BEGINNING OF REPORT	2120	2266	0	62	17	1808	88	6361
* INACTIVATED (+)	19	27	0	0	0	6	0	52
* REACTIVATED (-)	-18	-16	0	0	0	-5	0	-39
COUNTY TRANSFER OUT (-)	-10	-2	0	-1	0	-7	0	-20
AFFILIATION CHANGES (+ OR -)	0	0	0	0	0	0	0	0
CANCELLED FROM INACTIVE (-)	-273	-258	0	-7	-2	-203	-15	-758
PENDING FROM INACTIVE (-)	0	0	0	0	0	0	0	0

Monthly Statistical Report

Last Transaction Date From: 08/21/2024 To: 09/18/2024

TOTAL INACTIVE	1838	2017	0	54	15	1599	73	5596
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TOTAL REGISTRATION RECORDS ACTIVE AND INACTIVE REGISTRATION

ACTIVITY	DEM	REP	NLM	LIB	GRN	UNA	OTHERS	TOTAL
ACTIVE REGISTRATION	18983	35166	121	490	73	17266	826	72925
INACTIVE REGISTRATION	1838	2017	0	54	15	1599	73	5596
TOTAL RECORDS	20821	37183	121	544	88	18865	899	78521

Address Changes Within Jurisdiction _____ 318
 Address Changes Statewide _____ 35157 Confirmation Mailings Sent _____ 0
 Name Changes _____ 424 Confirmation Responses _____ 2
 Number of current Statewide voter registration application on hand _____
 Signature of person who prepared the report _____
 Other = Those individuals designating affiliation with a party that is not established under Maryland Law. _____ Unaffiliated = those individuals declining to affiliate with a party. _____