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VICE PRESIDENT

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SUBSTITUTE

VACANT  
SUBSTITUTE



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ELECTION DIRECTOR

BRITTANY M. PHILLIPS  
ELECTION DATA APPLICATION SPECIALIST

KIMBERLY K. JONES  
ELECTION INFORMATION SYSTEMS SPECIALIST

HUBERT H. WRIGHT, IV  
ATTORNEY

**DORCHESTER COUNTY  
BOARD OF ELECTIONS**

***MINUTES OF May 9, 2016***

At 4:03 PM, President Janet Livingston said that Mr. Detmer was running late. Mrs. Livingston wants to add to the agenda information that she has found about other Maryland counties and their budgets. Meeting was called to order at 4:15 PM. Mr. Tom Corkran moved that the minutes of March 16, 2015 be accepted as presented; motion was seconded by Mr. Batson; the vote was unanimous to approve.

**ATTENDEES:** Janet M. Livingston, President  
Thomas M. Corkran, Vice President  
Michael W. Detmer, Secretary  
William E. Batson, Substitute  
Hubert H. Wright, IV, Attorney  
Gwendolyn H. Dales, Election Director  
Kimberly K. Jones, Elections Info Systems Specialist

**GUESTS:** Dwayne Powell  
John Butz

**DUE DATE OF FY 2017 Budget SUBMITTAL:** Director Dales told the board that they could find, in the attached packet, copies of the letters from the Dorchester County Finance office with the date that the 2017 budget was due.

President Livingston stated that Dorchester County is one of the poorest counties in Maryland. She has budget totals from other counties. She says that Dorchester has the highest per voter at 29 dollars verses some other counties our size. President Livingston's took responsibility for not having a better understanding of the time line. Director Dales pointed out that Dorchester has a large land mass, if not the largest, most spread out county. We have 21 Polling Places plus 39 precincts. And one of our polling places only has 39 registered voters. President Livingston asked how many polling places Talbot County had. Mr. Powell answered 12 polling places. The State does not recommend consolidated precincts. This is why we had 18 ballot styles this Last election. If the State were to make us go back to individual precincts, that would be a very costly expense. Mr. Butz spoke out of turn and Director Dales told him he had to raise his hand.

**CONTRACTUAL POSITION:** Director Dales explained that at the February 17<sup>th</sup> meeting they talked about temporary help to fill in due to the retirement of Mrs. Hall. Mrs. Dales pointed out that she talked to the HR person, Sylvia Brown, at SBE and she stated that we had to go thru the whole hiring process. Director Dales attached the e-mail showing where she informed the board about that conversation with Ms. Brown and that she was moving forward with the contractual hiring process.

**01.0040/5216 SALARIES/OTHER – STATE EMPLOYEE EXPENSE REIMBURSEMENT:** Director Dales told the board that President Livingston had emailed her stating there were discrepancies that the board had been made aware of. You will find in your packets the emails that were exchanged with her concerns and the Directors' responses. One of the changes to the boards approved FY 2017 Budget, is that the president Janet Livingston, wants the wording put back in that states the number of employees and minimal overtime. President Livingston said it was the boards fault for not catching this. She apologizes again. Mr. Corkran wants to go line by line from the Year to Date Expenditures.

Director Dales mentioned that the FY2016 Budget does not include Mrs. Halls' retirement and paid overtime for 2 employees at approximately 525 hrs. Director states that she does not recommend reverting to the FY 2016 amount. Mr. Corkran stated that he doesn't believe we need 5 staff members in the office and that we only talked about temporary help until Mrs. Halls' position is filled. Mr. Corkran stated that he thought that the new position was at an entry level. Director Dales explained that she believed it would be a grade 11, but she wasn't sure. However, she explained that if an existing state employee was to get that position, the pay might have to go up in steps. Director Dales said that we (Kim Jones and Gwen Dales) can't work all this comp time again in the General Election. Mrs. Jones has almost 7 weeks of comp. This office will never have another Barbara Hall with 37 years of expertise and experience.

President Livingston called the HR department at SBE to ask Mrs. Sylvia Brown about Mrs. Jones going to Directors meetings. Mrs. Livingston asked if other Directors took their IT people to the Directors meetings with them in Annapolis. Mrs. Brown stated, "No". Ms. Dales stated that IT staff did attend Directors Meetings, especially during the roll out of the new voting equipment and election-ware.

Mrs. Livingston has been consistently emailing and texting Director Dales. Director Dales stated that she had come to the board earlier in the year and wanted to have open discussions with the board to avoid any issues. And that on February 17<sup>th</sup>, 2016, Mr. Batson stated that we should work from a clean slate. Mr. Corkran asked who got the emails. Director Dales replied herself. Director Dales said that the Board had a closed board meeting without a notice being posted. Mr. Corkran said that the board could do that as long as they didn't vote on anything. It was mentioned that Mr. Detmer took the minutes during the board meeting on March 3, 2016.

Director Dales and President Livingston disagree about the tone regarding previous conversations. Mr. Corkran said that the emails and texting needed to stop, all of this needs to be done at the board meetings. Mr. Batson and Mr. Detmer were in agreement.

**01.0040.5190 SALARIES/OTHER:** Regarding the FY2016 Budge, Mr. Corkran asked why would we have \$27,000 left in this line item in May Director Dales stated that she had not paid out the election judges making over 600 dollars and that we just had an April election and that most of our FY 2016 Budget gets spent now. Also, when all of the judge's salaries and EFS salaries are paid, this line item will be empty. In the FY 2017 Budget the Director put additional money in this line item for more provisional judges. We were 6 EFS people down in the Primary we will have all 12 back in the General, so reverting back to the 2016 figure is not feasible. In the primary we used all of our alternate judges. President Livingston asked, "Won't the county let you be over in a line item?". Mr. Corkran said he did not have a problem with leaving the 2017 Budget line items 01.0040.5191 and 01.0040.5206 the way they had been signed.

President Livingston said that she had recruited a lot of judges for this past election. We need to go to the High schools, use social media.

Mr. Detmer said that he heard a range of comments from the judges on election-day. Mr. Batson said the board and staff need to come up with questions and give to judges on election-day to save on postage.

Mr. Batson suggested that there be a schedule for the budget meetings. Mr. Detmer wants to see what is spent and left over. He doesn't mind signing the budget, but he wants to understand it. I think there needs to be more communication. The board and Director Dales will all be involved more in the next budget. Director Dales stated that she does sit down with the staff and go line by line with them. Mr. Corkran asked Director Dales, "Are you in agreement with this budget?". Director Dales replied, "Yes, I am".

President Livingston made a motion to keep the budget as it was previously presented and signed and we will see what the county council does.

Mr. Detmer asked is meeting ever going back to the office. Mr. Wright said we need a table. Director Dales replied maybe after the elections are over.

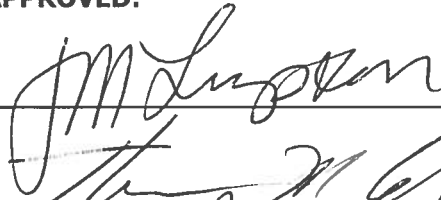
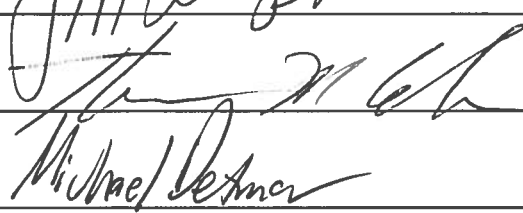
**UNIVERSAL REGISTRATION:** This bill was passed and goes into effect on July 1, 2016. This is going to be a possible future added expense. The Board asked how and director Dales replied postage, employees' time, and paper, ect..

**CAMBRIDGE MUNICIPAL ELECTION:** The primary is on Tuesday June 14<sup>th</sup>. There will only be 2 wards running in the primary, wards 3 and 4. The absentee canvass will be the next day Wednesday June 15<sup>th</sup> at 10:00 AM.

**MAEO:** MAEO is June 19<sup>th</sup> – June 22<sup>nd</sup>. MAEO has asked that we have someone from Dorchester to be a speaker. Mr. Batson suggested Mr. Jeromy Goldman.

**SCHEDULING & ADJOURNMENT:** The next regular meeting will be held Wednesday, June 15, 2016 at 4:00 PM. There being no further business, Mr. Corkran moved that this meeting be adjourned: seconded by Mr. Mike Detmer; the vote was unanimous to adjourn.

**APPROVED:**

  
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Michael Detmer