

**BOARD MEMBERS**

MICHAEL W. DETMER  
PRESIDENT

THOMAS M. CORKRAN  
VICE PRESIDENT

JANET M. LIVINGSTON  
SECRETARY

WILLIAM E. BATSON  
SUBSTITUTE

RALPH C. LEWIS JR.  
SUBSTITUTE



**DORCHESTER COUNTY  
BOARD OF ELECTIONS**

GWENDOLYN H. DALES  
ELECTION DIRECTOR

BRITTANY M. PHILLIPS  
DATA APPLICATION SPECIALIST

KIMBERLY K. JONES  
ELECTION INFORMATION  
SYSTEMS SPECIALIST

HUBERT H. WRIGHT, IV  
ATTORNEY

**ATTENDEES:** Janet M. Livingston, President  
Thomas M. Corkran, Vice President  
Michael W. Detmer, Secretary  
William E. Batson, Substitute  
Ralph C. Lewis, Jr., Substitute  
Hubert H. Wright, IV, Attorney

Gwendolyn H. Dales, Election Director  
Kimberly K. Jones, E.I.S.S.

**GUESTS:** Shelly Holland, SBE  
Desvin Gabbidon, Regional Manager

***MINUTES OF March 8, 2017***

**Call to Order and determine quorum**

President Livingston called the meeting to order at 1:00 PM. The Pledge of Allegiance was recited and a prayer shared by Mr. Batson. It was established that there was a quorum.

President Livingston stepped down as President of the Board of Elections, and made a motion to nominate Mr. Detmer to be the new President; seconded by Mr. Corkran. Mr. Corkran made a motion for Mrs. Livingston to be the new Secretary, seconded by Mr. Lewis; vote was unanimous. It was determined to be effective immediately.

**ACTION:** The Board needs to write a letter to the State advising them of this change in positions.

**Welcome any guest(s); report any Board or staff absences**

Two (2) guests arrived shortly after the meeting was called to order; Ms. Shelly Holland from SBE and Mr. Desvin Gabbidon, Regional Manager. There were no Board or staff absences.

**Approval of Minutes:**

Mr. Detmer asked to move approval of the minutes till after the closed session, Mrs. Livingston made a motion to do so, seconded by Mr. Batson.

### Additions to the Agenda

There were no additions to the agenda.

### Election Director's Report

#### **a. New Projects**

- **Complete Board of Commission Member Financial Disclosure Statement by April 30<sup>th</sup>, 2017.**

Mrs. Livingston, Mr. Corkran, Mr. Batson, Mr. Lewis have all turned in theirs to be filed.

ACTION: Mr. Detmer will email his to be filed.

#### **b. Budget**

- **FY 2017 – Jan. & Feb. 2017 year to date/monthly expenditures**

Information was presented.

#### **c. News from SBE**

- **HB 741 – Automatic Voter Registration**

Director Dales presented the Bill, and explained that it may not go forward because a lot of the legislature felt it was addressed in last year's Bill.

Director Dales explained the "Same Day Registration on Election Day Bill" (HB 345), and that it is still moving along in the General Assembly.

- **Sign State of Maryland Bullying in the Workplace Policy**

Director Dales presented the form to be signed by the Board Members, and informed them she and the office staff had already signed theirs. Mrs. Shelly Holland confirmed all LBE's must sign this policy. The Board Members signed the forms.

#### **d. FYI**

- **New 2018 Gubernatorial Election Calendar**

The Calendar was presented and explained.

Director Dales informed the Board that Jessica and Brittany had joined MAEO committees; Early Voting/Election Judges Committee and Voter Registration Committee.

The ballot analysis that was performed was explained, and Director Dales informed the Board that the Post-Election Maintenance would be starting soon.

### Old Business

- **Predicted Cost of Post-Election Tabulation Audit; Ranges from \$459.91 to \$19,038.06 per County**

Director Dales presented the information that had been requested by Mr. Detmer in a previous meeting. She also informed them this audit would most likely take place in the 2018 elections. Mrs. Jones explained the audit process.

- **Election Day Issues with Proposed solutions**

Proposed solutions to Election Day Issues were presented. Mr. Detmer would like to have a way to go through and look at everything to see what's been done, like an inspection. Director Dales informed Mr. Detmer there is an L&A process that all can attend, and there are supply checklists that are done by the Board members before each election. It was not determined when would be a good time during an election cycle to perform this inspection. Mr. Detmer would like all Chief Judges to work Early Voting assignments. Mrs. Jones explained to Mr. Detmer that the Early Voting assignments are offered to Chief Judges first, but some are not available. Most of the judges that work Early Voting are Chief Judges on Election Day. Mr. Detmer would also like to make Early Voting assignments mandatory for Chief Judges. Mr. Corkran suggested it be "recommended" instead of "mandatory".

### **New Business**

- **Annual MAEO Conference – June 6-9**  
Director Dales informed the Board she needed to register and reserve hotel rooms for the Annual MAEO Conference. Mr. Corkran, Mr. Lewis, Mrs. Livingston, Mr. Batson, and Mr. Detmer are all going to the conference. Mr. Corkran and Mr. Lewis will need hotel rooms and will be each bringing a guest. Mr. Batson will not need a hotel room. Mrs. Livingston and Mr. Detmer will email Director Dales and let her know if they will need hotel rooms.
- **MAEO Meetings Agenda – Jan. 18, Feb. 24 – FYI**  
Copies of the committee meetings' agendas, that Jessica and Brittany attended, were included in the Board member packets.

### **Confirmation of Next Meeting**

Mr. Detmer confirmed with the rest of the Board that the next Board Meeting would be held on Wednesday, April 19, 2017 @ 1:00 PM in Room #110, County Office Building

### **Closed Session**

Mr. Lewis motioned to close the regular meeting and go into the closed session at 2:02 PM; the motion was seconded; vote was unanimous.

The regular meeting resumed at 2:50 PM.

Mr. Detmer asked for a motion to table the Minutes and asked for them to be received back in outline form, to be reviewed at the next Board Meeting. Mrs. Livingston motioned; Mr. Batson seconded the motion; vote was unanimous.

### **Adjournment**

Mr. Detmer moved to adjourn the meeting at 2:52 PM.

**APPROVED**

*Michael Detmer*

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*Tom W. G. L.*

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*R. C. L. Jr.*

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