

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

JESSICA R. NORANBROCK
DATA APPLICATION SPECIALIST

KIMBERLY K. JONES
ELECTION INFORMATION
SYSTEMS SPECIALIST

HUBERT H. WRIGHT, IV
ATTORNEY

ATTENDEES: Michael W. Detmer, President
Janet M. Livingston, Secretary
Thomas M. Corkran, Vice President
William Batson, Substitute
Hubert H. Wright, IV, Attorney

Gwendolyn H. Dales, Election Director
Jessica R. Noranbrock, Clerk

ABSENT: Mr. Ralph Lewis

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

MINUTES OF BOARD MEETING October 18, 2017

Call to Order and Determine Quorum:

President Detmer called the meeting to order at 2:03 pm, quorum was determined.

Welcome any Guests:

Desvin Gabbidon, Regional Manager; Shelly Holland, SBE

Report any Board or Staff Absences:

Mr. Lewis

Approval of Minutes:

8/9/17 Minutes: Mr. Corkran motioned to approve the minutes, seconded by Mrs. Livingston. Approved.

9/20/17 Minutes: Mr. Batson motioned to approve the minutes, seconded by Mr. Corkran. Approved. Since Mr. Detmer and Mrs. Livingston did not attend the 9/20/17 meeting, and Mr. Lewis is not present at this meeting to sign the minutes from 9/20/17, Director Dales asked if Mr. Detmer wanted to sign the minutes as an Appointing Authority. Mr. Detmer signed the 9/20/17 minutes.

Additions to Agenda:

Mr. Detmer requested to discuss a changed in meeting time and date.

He also wanted to acknowledge that someone very close to him had two (2) positive experiences with the Election Office staff, the second, he knew, was with Brittany. He then thanked Jessica for working the Dorchester Center for the Arts Showcase.

Mr. Detmer brought up the Open Meetings Act Training Certificate. Director Dales informed the Board that Mrs. Livingston has completed the training and her certificate has been forwarded to SBE.

Election Director's Report:

- a. Budget: FY 2018– September 2018 year/date/monthly expenditures.
Director Dales presented the monthly budget.

Old Business:

- Polling Place Consolidation
Director Dales presented the office disposition and research on possible consolidations. Mr. Detmer noted that the meager savings compared to the negative publicity doesn't make sense. We need to focus on the new Early Voting Center and not consolidations. Mr. Corkran made a motion to not pursue consolidation, the vote was unanimous.

FYI:

- 2017 Biennial Meeting – Oct. 23, 2017
Director Dales reminded the Board of the Biennial Meeting. The Board members made arrangements to meet at the County Office Building on Monday, October 23, 2017 at 7:00 am to carpool to the meeting.
ACTION: Director Dales will resend the Board Members the Biennial agenda via email.
- 2018 MAEO Conference – March 13 – 16 @ Clarion Hotel in OC
Director Dales advised the Board the date and location of the 2018 MAEO conference has been finalized.
- SBE votes on ExpressVote use & Early Voting Site on Oct. 26, 2017
Director Dales informed the Board that she and Jessica will be attending the SBE Board Meeting on October 26, 2017. The SBE Board will be deciding on how the ExpressVote units will be used in the upcoming election and should be approving Dorchester's new Early Voting location.
- New SBE Information/Security Meetings
Director Dales informed the Board that there is a new SBE Committee created on Information Security. Guy Mickley, Director of Howard County Board of Elections, was chosen to represent the LBE's in the new committee. Director Dales will keep the Board up to date on this new committee.

Director Dales told the Board, per SBE, the office had to switch the computer security program from Kaspersky to MacAfee on all office computers. This was at no cost through SBE. Also, the Regional Manager, Mr. Gabbidon, has been performing monthly audits on all office computers to make sure they remain safe and secure. This is a statewide procedure.

Director Dales presented an email she received from the Maryland State Ethics Commission regarding Mr. Batson's employment. Mr. Batson mentioned that he works part time at the Benny Smith Funeral Home. Director Dales said that may be what the email was about and she will look into it further.

ACTION: Director Dales will update Mr. Batson's Financial Disclosure.

- Article
Director Dales discussed the candidate for Governor, Alec Ross', platform and his ideas relating to Elections.

Additions to the Agenda:

- Change in meeting time and date
Mr. Detmer asked to change the meeting time to after 4:15 on a Monday or Tuesday. Director Dales checked with the County Council's office and the 3rd Monday or Tuesday of November was not available. Director Dales will find a location for the next Board Meeting and let the Board know. Mr. Corkran mentioned that the Bylaws will have to be changed.
ACTION: Director Dales will update the bylaws for approval at the next Board Meeting.

Confirmation of Next Meeting:

- The next board meeting will be held on Tuesday, November 14th at 4:30 pm, location TBD.

Possible Closed Session:

- Personnel Issues:
 - At 2:43 pm, Mrs. Livingston motioned to close the regular meeting and move into the closed session, seconded by Mr. Corkran.
 - Resumed regular meeting at 2:52PM.
 - Mrs. Livingston will type up the Closed Session minutes and, once approved, will email them to Director Dales to be placed in an envelope, sealed, and filed.

Adjournment:

Mr. Corkran motioned to adjourn at 2:53 pm, seconded by Mrs. Livingston.

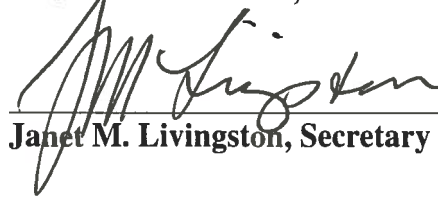
APPROVED:



Michael W. Detmer, President



Thomas M. Corkran, Vice President



Janet M. Livingston, Secretary

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