

**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  
Thomas M. Corkran, Vice President  
Janet M. Livingston, Secretary  
William Batson, Substitute  
Ralph C. Lewis, Substitute  
Hubert H. Wright, IV, Attorney

Gwendolyn H. Dales, Election Director  
Jessica Noranbrock, Data Apps. II

**ABSENT:** None

**GUESTS:** None

***MINUTES OF BOARD MEETING February 21, 2018\****

\*The meeting scheduled for January 17, 2018 at 2:00 in Room 110 of the County Office Building did not take place because there wasn't a quorum present.

**Call to Order and Determine Quorum:**

President Detmer called the meeting to order at 2:06 pm; quorum was determined.

**Welcome any Guests:**

None

**Report any Board or Staff Absences:**

None

**Approval of Minutes:**

12/13/17 Minutes: Mr. Lewis motioned to approve the minutes, seconded by Mr. Batson. Approved.

**Additions to Agenda:**

President Detmer asked to add an item to the agenda regarding the next performance evaluation.

**Election Director's Report:**

- **Budget: FY 2018– December 2017, January 2018 year/date/monthly expenditures.**  
Director Dales distributed the monthly budget.

**Old Business:**

- **Finalize FY 2019 Budget**

Director Dales informed the Board the only change in the budget was that the new poll book printers would no longer be at 100% our cost in one payment. It now will be paid over a four (4) year period until FY 2022, which has lowered the budget. Ms. Dales also informed the Board the budget had been submitted to the County, but still needed to be officially signed.

**FYI:**

- **New Provisional Ballot Application**

Director Dales explained the provisional application has changed from the last election, and that the old applications would be shredded.

- **New Regional Manager – Paula Paschall**

Director Dales informed the board that Dorchester County now has a different Regional Manager, Paula Paschall. President Detmer stated he would like the new Regional Manager to meet the Board. Director Dales did invite Ms. Paschall and said she would have come if she was available.

- **Possible Legislations – Election Day SDR & Automatic Registration**

Director Dales explained these Bills are back on the table. She's not sure how we would implement Election Day SDR if it's done like early voting SDR because some locations may not get service.

- **March 12 – 16 MAEO Conference**

- i. **Application for Absentee Ballot**

Director Dales gave Mr. Lewis and Mr. Wright absentee ballot requests.

- **Maryland Early Voting Centers**

Director Dales included a list of all Early Voting Centers in Maryland for the Board. Mr. Detmer noted that most other counties have Early Voting Centers off-site.

- **Election Judges Manual**

Director Dales informed the Board the Election Judge Manual is complete and has been approved, except for one section we are still waiting on from SBE. We may send what we have to the printer beforehand to get things moving.

- **Contacting Election Judges**

Mrs. Livingston suggest Dorchester follow suit with Washington County and have the Director and staff act as Chief Judges during early voting. Director Dales said she would not advocate for this because of such a small staff. We will be there throughout the day as much as possible. Jessica will be there to develop relationships with judges.

- **President Abolished Voter Fraud Commission**

Director Dales summarized the article and attachments.

**Old Business (Continued):**

- **Strategies to publicized early voting location**

Director Dales said we have to advertise, anyway, we have a flyer and have notified judges. We will do a press release, as well. Mr. Detmer said he would be happy to go talk about the new Early Voting Center in a press release to the Cambridge radio station and newspapers.

Mrs. Livingston suggested emailing candidates to help spread the word. Mr. Detmer suggest big 3' – 5' arrows directing people to the early voting parking lot. Mr. Corkran suggested a banner across High Street and to talk to Barb at the Art Center to mention early voting at their events.

Director Dales told the Board we have spent money on "Vote Here" flags and will spend more money on press releases and advertising, but will look at cost of the suggested items. We can also go around to stores and the Post Office to see if we can put signs in their windows.

- **Board Members, 3 – 5**

Mr. Corkran said since this change would have to go through Annapolis, it would be easier to talk to another county that's already made the change. Mrs. Livingston said that about a year she talked to the County Manager about this and he said he spoke with the Council and they were not interested in moving from a three (3) full member Board to a five (5) full member Board. Mr. Detmer said it would be more valuable to have a strong full time Board and that it's not fair to the substitute members. They participate and should be reflected in official standing. Mr. Corkran said we need a sponsor in the House and Senate. Mr. Detmer said he would be happy to speak on the Boards' behalf.

Mr. Corkran said we should pursue this. Mrs. Livingston motioned that we pursue this change with the Council, Mr. Corkran seconded the motion, vote was unanimous. Mr. Detmer will speak to the County Manager and Director Dales will draft a letter. Mr. Corkran suggested speaking to Anthony in Wicomico, he could be of assistance.

**ACTION:** Director Dales will draft a letter for the Council.

**Additions to the Agenda:**

Mr. Detmer suggested that when considering the Director's next performance evaluation, they need to keep in mind that she went above and beyond to contact him about the budget changes and did extra leg work.

**Confirmation of Next Meeting:**

- Mr. Lewis will not be available for a March meeting. The Board will skip March, the next meeting will be held on Tuesday, April 10, 2018 at 2:00 pm in Room 110 of the County Office Building.

- Director Dales stated she would distribute the training schedule, and will email the Board the week before.  
**ACTION:** Email Board training schedule the week before training begins.

**Closed Session:**

- **Personnel**
  - There was no need for a Closed Session.

**Adjournment:**

Mrs. Livingston motioned to adjourn at 2:52 pm, seconded by Mr. Corkran.

**APPROVED:**

*Michael W. Detmer*  
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*[Signature]*  
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*Rep. C. Hill*  
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**jrn**