

**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

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

William Batson, Substitute  
Ralph C. Lewis, Substitute  
Hubert H. Wright, IV, Attorney

**ABSENT:** Janet M. Livingston, Secretary

**GUESTS:** Alton Hooper  
Donna L. Hooper  
Terry Wheatley  
Donald Gray  
Pat Comella

***MINUTES OF BOARD MEETING April 13, 2018***

**Call to Order and Determine Quorum:**

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

The Pledge of Allegiance was recited by all, and a prayer given by Mr. Batson.

**Welcome any Guests:**

Alton Hooper  
Donna L. Hooper  
Terry Wheatley  
Donald Gray  
Pat Comella

**Report any Board or Staff Absences:**

Janet M. Livingston, Secretary

**Approval of Minutes:**

2/21/18 Minutes: Mr. Lewis motioned to approve the minutes, seconded by Mr. Corkran. Approved.

3/30/18 Minutes: Mr. Corkran motioned to approve the minutes, seconded by Mr. Batson. Approved

**Additions to Agenda:**

Director Dales asked to add the topics of Telewire and a Wi-Fi hotspot to the agenda.

**Election Director's Report:**

- **Budget: FY 2018– February 2018, March 2018 year/date/monthly expenditures.**  
Director Dales distributed the monthly budgets.

**Old Business:**

- **Status of Early Voting Location**

Director Dales informed the Board and guests that SBE had approved the Early Voting Location to move back to the County Office Building. Director Dales thanked the guests and told them this change would not have happened without their voice. There are still logistics and the contract to work out, but it's official. Director Dales spoke with Barb Seese of the Art Center about the change. She needs to speak to her Board of Directors about the contract.

President Detmer said that it is very important to the Board to foster goodwill with the Art Center, and they do not want the Art Center looked upon negatively. They were gracious to us and the idea of holding Early Voting at their facility.

Director Dales mentioned that the Art Center can be used free of charge for some organizations. We definitely want to foster a good relationship with them.

Ms. Wheatley said the Central Committee has used the Art Center before for their meetings.

Mrs. Hooper said that the Art Center is a nice place, just not right for Early Voting.

Director Dales informed the Board the Early Voting Agreement for the County Office Building needs to be signed and sent to Mr. Ricky Travers, Chair of the County Council, to be signed. It is a requirement of the State.

Mr. Corkran motioned for the Early Voting Agreement for the County Office Building to be signed; Mr. Batson seconded the motion; motion carries. President Detmer signed the Early Voting Agreement for the County Office Building.

- **Advertising of Early Voting Location**

Director Dales presented a letter of support from the States Attorney, Mr. Jones.

Mr. Detmer asked if we should wait until the County Council signs the agreement to advertise. Director Dales said she will probably go to the County Council meeting on Tuesday because Councilman Nichols mentioned the Early Voting site at the end of the last meeting. She doesn't believe it is too early to talk about advertising. We will send something to the Election Judges, and pay to have advertisements in the Dorchester Star, Star Democrat and the Banner, because it has been talked about. She looked into sending postcards to every voter. This project would cost \$10,000 to be done by the staff, or \$6,000 to be done by the printing company. Mr. Detmer said the ad shouldn't be confusing and should just say, "Early Voting will continue to be at the County Office Building."

Ms. Comello said the Election Website needs to be updated to reflect the location of the Early Voting Site. Director Dales informed her that it will be updated, we just learned of the State approval the day before this Board meeting.

Director Dales presented the memo she drafted to the Art Center about the agreement, and Mrs. Livingston's emailed suggestions. Mr. Detmer said as they look over the memo he welcomes discussion from the Board. The second paragraph should be changed from, "Please know that our request..." to "Our decision" or "Our action". The memo is very straight forward. Director Dales will make the changes and forward to the Art Center. Mr. Detmer asked if they should vote to approve the memo. Mr. Wright said they should. Mr. Corkran motioned to approve as amended, Mr. Lewis seconded the motion.  
**ACTION:** Director Dales will make the suggested changes to the memo to the Art Center.

- **Approve Election Judges for 2018 Gubernatorial Elections**

Director Dales presented the list of Election Judges for the 2018 Gubernatorial Elections. Mr. Detmer said the office did a great job compiling the list of judges and thank you. Mr. Corkran motioned to approve the list of judges; Mr. Batson seconded the motion; the list was approved.

- **Reminder – Election Judge Training Dates**

Director Dales reminded the Board the Election Judge Training has started in this room (Room 110).

- **Board Members 3 – 5**

Director Dales has been looking into this change, and if a change happens, it wouldn't go into effect until approximately January, next year, because legislation for the year has ended.

Mr. Detmer informed the guests that Board currently has three (3) full time members and tow (2) substitute members. This is something the Board has talked about because it is hard to delineate between substitute and full-time members. The substitute members participate as much as the full-time members. It should be five (5) full time members, not three (3). Based on the timing and clarification process for the Early Voting site, we should talk about this again after this election cycle.

Mr. Corkran suggested talking to other counties who have been through this process with their Board, like Wicomico County.

**New Business:**

- **Supply Verification**

Director Dales would like to get on the Board schedule for supply verification. We need a Democrat and a Republican. Mr. Corkran said he and Mr. Lewis did this in the last election. Mr. Detmer suggested Mrs. Livingston, if she's available, if not, he would participate. Director Dales suggested Mr. Batson participate, to which he agreed. Mr. Detmer suggested performing the verification after the next month's meeting. Director Dales said that would work, and that the two (2) members will pick polling place supplies at random and complete a checklist for those supplies. Director Dales will reach out to Mrs. Livingston to see if she is available to participate in the supply verification.

- **Election Night Process for Equipment Drop Off**

Director Dales presented the plan to have election night equipment drop off held at the warehouse because it makes more sense. Mr. Corkran agreed, saying we wind up taking it all back there anyway. Mr. Detmer asked where the votes will come from. Director Dales told him the document presented goes through all aspects of the process. Two (2) E.F.S. (Election Field Support) and the County Tech will be runners for the memory sticks and CF cards, from the warehouse to the office. Mr. Detmer suggested a law enforcement presence and from an inhouse perspective, doing reviews, kudos to those who put this together. He then explained to the guests the performance reviews and that this is outstanding, rather than status quo.

- **New Election Judge Pins for Gubernatorial**

The pins were distributed to the Board Members.

- **2018 Primary Election Ballot Certification**

Director Dales presented a memo from the State Administrator, Linda Lamone. New ballots are available on the website and will soon be posted outside the office

- **HB532 Passed – Election Day Registration Question**

Director Dales will provide a summary of legislation at the next Board meeting, but two (2) Bills that passed she wanted to present today. This Bill is same day registration on election day. The Bill passed and there will be a question on the General ballot for voters to decide.

- **SB1048 Passed – Automatic Registration to Vote, unless opt out**

Director Dales summarized the Bill. Mr. Detmer clarified that this Bill reverses the current question: people opt in, now, but will have to opt out, instead, when this Bill goes into effect.

- **Question in November Prohibiting Casino money for anything but Education**  
Director Dales summarized the question.

**Additions to the Agenda:**

**Wi-Fi Hotspot:**

Director Dales informed the Board that at yesterday's Director's Meeting she learned that anything we do with social media can no longer be done on a State computer. We stopped our hotspot two (2) years ago because it wasn't being used. We were paying \$60 per month, then. The office does not have Wi-Fi. We may need to purchase a tablet with a data plan. Mr. Detmer suggested getting a wireless router or using the building Wi-Fi. Director Dales informed the Board there is no building Wi-Fi available in our office. Director Dales will be looking into different options and the Board will revisit the topic.

**Telewire:**

Director Dales informed the Board that the Telewire contract for the firewall, which is the T1 line for MDVoters, ends September 2018. SBE emailed and wants to see the contract, the is \$140 per month. This is not budgeted for, State will pay the bill and Dorchester County will reimburse the State until the contract renegotiation in September. Mr. Detmer asked if there was any alternative. Director Dales said no, it's who we have the firewall through. Cybersecurity is not cheap. It will trickle down and effect every county. Director Dales will update the Board when she has more information.

**Public Comment:**

**Pat Comella**

Ms. Comella heard from someone who attended the SBE meeting that early voting will be back here at the County Office Building.

**Alton Hooper**

Mr. Hooper thanked the Board for acting on their concerns. He appreciates working with the Board. This Board has been more than transparent. In regard to advertising, he had two (2) notices on his phone about traffic, might be a function we can use to notify voters. A public interest.

**Donna Hooper**

Mrs. Hooper asked if the early voting agreement is an SBE requirement because of the emergency. Director Dales said no, we have to have permission to be here. Mrs. Hooper asked if they can say "no". Mr. Hooper said the County Manger came up to him after the County Council meeting and said, "told you we would get it changed".

Mr. Detmer said this has been a learning opportunity. This is very important, and he's proud to be on this Board and work as a team and with the community. He would like to add to the agenda a section for Board comment after the possible closed session, every time.

**ACTION:** Add section for Board comment after possible closed session in upcoming agendas.

**Confirmation of Next Meeting:**

- The next meeting will be held in Room #110, County Office Building on Thursday, May 17, 2018 at 2:00 pm.

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**Closed Session:**

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

**Adjournment:**

Mr. Corkran motioned to adjourn at 5:59 pm, seconded by Mr. Lewis.

**APPROVED:**

*Michael Botmer*  
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*[Signature]*  
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