

BOARD MEMBERS

MICHAEL W. DETMER
PRESIDENT

THOMAS M. CORKRAN
VICE PRESIDENT

RALPH C. LEWIS JR.
SECRETARY

WILLIAM E. BATSON
SUBSTITUTE

ROBIN A. WILLEY
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
Ralph C. Lewis, Secretary
Robin A. Willey, Substitute
Hubert H. Wright, IV, Attorney

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

ABSENT: William E. Batson, Substitute

GUESTS: None

MINUTES OF BOARD MEETING January 16, 2019

Call to Order and Determine Quorum:

Vice President Corkran called the meeting to order at 2:06 PM; quorum was determined.

The Pledge of Allegiance was recited by all.

Welcome any Guests:

None

Report any Board or Staff Absences:

William E. Batson, Substitute

Approval of Minutes:

October 17, 2018 Minutes – Mr. Lewis motioned to approve the minutes, seconded by Ms. Willey, approved.

November 6, 2018 Minutes – Mr. Lewis motioned to approve the minutes with a correction, seconded by Mr. Corkran, approved with correction.

Additions to Agenda:

- Mr. Detmer would like to discuss Board Compensation
- Mr. Wright would like to discuss the electioneering that took place during early voting.

Election Director's Report:

- **Budget: FY 2019– October, November, December 2018 year/date/monthly expenditures.**
Director Dales distributed the monthly budgets.

Old Business:

- **Review Election Day Issue Logs with Resolutions**
Mr. Corkran asked if anyone had any concerns or comments. Director Dales said things went better this year, we implemented new processes that were successful. The election went a lot smoother.
- **Review Chief Judges Logs**
Director Dales said the logs were good and mimicked what was on the issue logs. Mr. Lewis asked about the issue with parking at North Dorchester Middle School. Ms. Dales said we will reach out to them and the Board of Education to see if they can try to schedule events that fall on election day at schools that are not polling places.

New Business:

- **New proposed Legislation for five (5) permanent member Boards**
Director Dales explained there is legislation proposed that would make all Election Boards with three (3) full time members move to five (5) full time members. The salaries for five (5) full time members are included in the proposed FY2020 budget.
- **February 12th Manual Audit**
Director Dales informed the Board of the new audit process.
- **Review FY2020 Budget**
Proposed budgets "A" and "B" were reviewed and discussed.
Director Dales explained the difference between the two proposed budgets. Budget "A" budgets for staff as is, budget "B" budgets for a 5th staff member.

Line item 5216: Director Dales proposed adding a new person to the staff because of passed legislation regarding same day registration on election day, the upcoming census and redistricting, and the potential for universal registration. Mr. Lewis asked if they have training for the new same day registration on election day. Ms. Dales said there isn't any training yet, but a committee is forming that will address training. Mr. Corkran asked if there was an effective date for the 5th staff member. Ms. Dales said there is money in the budget to get someone in the office sooner to learn these new processes, and to learn Mrs. Jones' job before she retires. Mr. Corkran asked if this position would be contractual. Ms. Dales said it could start out contractual and transition to permanent. Ms. Dales recommended it be permanent. The office would have a 5th staff member until Mrs. Jones retires, then we would be back to four (4) staff members. We would like to plan ahead and have someone well trained for Mrs. Jones' position before she retires, as well as to implement all the new processes mentioned previously.

Ms. Dales mentioned there is also a proposal from MAEO for an increase for employees. Mr. Lewis asked if we put in for an extra person and the County Council says “no”, what will we do. Ms. Dales said she would hope to have a conversation with them, but if they say no, we will do what we always do and make it work.

Mr. Detmer asked when the budget is due. Ms. Dales informed the Board the budget is due Friday, January 18. The County Council starts the county budget in January and finishes in May. Mr. Corkran asked how much the new staff member would start out making. Ms. Dales said they would make around \$35,000. Mr. Detmer asked what their title will be. Ms. Dales said it would be the same as Jessica’s, Data Application Specialist, but that MAEO is working on reclassification for election specific jobs. Mr. Detmer asked how long the process will take. Ms. Dales said it would probably take a few months. Mr. Detmer asked if we can put the brakes on it if we need to, Ms. Dales said yes.

Line Item 5801: Director Dales informed the board that the postage and item 5801 look high because things were rearranged for the finance department, plus the cost of postage is going up. The new process of sending verification mail when anyone changes or updates their address has increased the cost, as well.

The new pollbooks and printers are also a big portion of the increase in the budget.

Mr. Lewis motioned to approve budget “B”, the budget that includes the 5th person, Mr. Corkran seconded the motion, budget “B” was approved. Mr. Corkran said we will submit budget “A” if the County Council does not approve budget “B”.

FYI:

- **Article – Libertarian Party Sues State**
Director Dales summarized the lawsuit against the State on ballot access.

Additions to the Agenda:

- **Board Compensation**
Mr. Detmer would like to discuss a compensation change to \$4,000 per year, since it has been \$3,000 per year for full time Board Members since 1984. Because, “nobody is here for the money, but considering the added responsibilities over the years”, Mr. Detmer feels an increase is appropriate. Ms. Dales said she can put it in the budget, now, to increase to \$4,000 per year for full time Board Members.
- **Electioneering during Early Voting**
Mr. Wright expressed concern regarding a possible lawsuit he heard about, against the Board of Elections, to do with the electioneering that took place during early voting. He advised we document anything to do with the situation. He asked if we had a copy of the Sheriff’s report from the deputies that were there. Ms. Dales said the deputies were there for the County Council meeting that had been cancelled, not because of the

electioneering incident. Mr. Lewis suggested contacting the Sheriff's office to get the deputies' notes on the incident.

Ms. Dales informed the Board she has been in contact with the States Attorney and that SBE handles these types of situations. Mr. Wright asked what was done to stop the electioneering. Ms. Dales explained we were informed of the electioneering after the fact. We had "No Electioneering" signs posted outside, but added more signs to the doors after learning of the incident. We also informed the election judges working early voting. Calls were made immediately to the States Attorney, SBE, and the Board President. The States Attorney said he saw the signs posted outside. Ms. Dales said in the same week she also received a call from the post office about a candidate putting propaganda in mailboxes.

ACTION: Contact Sheriff's Department for any information from the Deputies that were present the evening the electioneering took place.

Public Comment:

None

Confirmation of Next Meeting:

Mr. Detmer would like to change the day and time of the Board Meetings. Mondays or Tuesdays at 4:00 or 4:30 PM would work better for him. Mr. Lewis said Monday, February 18th at 4:30 PM work for him. Director Dales will check the County Council's calendar for the room and see which day and time works. If neither will work, we can have the Board Meeting at the warehouse.

Next Board Meeting date and time: **TBD**

Closed Session:

- **Personnel**
 - **Director PEP**

Mr. Detmer motioned to go into a closed session, seconded by Mr. Corkran, at 3:05 PM.
 - Resumed regular meeting at 4:00 PM.

Board Comment following Closed Session:

Ms. Willey expressed her concern in evaluating the Director since she is new to the Board and doesn't work with the Director on a day to day basis. Director Dales mentioned a different type of PEP available. Ms. Shelly Holland, from SBE Human Resources, said there is a form available that is completed by the office staff. Ms. Willey said she had been wondering if they could get the input of the staff. Mr. Detmer would like to do the PEP that way next time.

Adjournment:

Mr. Corkran motioned to adjourn the meeting, seconded by Mr. Lewis. The meeting adjourned at 4:08 PM.

APPROVED:

Michael W. Detmer

[Signature]

[Signature]

jrn