



The Charles County Board of Elections held its regular monthly board meeting on March 21, 2024 at 201 East Charles Street, La Plata, Maryland, 20646 at 9:00 a.m.

I. Declaration of Quorum Present: The meeting was called to order by Board President Hancock at 9:03 a.m. Attendees present were:

Board Members: Sharon L. Hancock
Norma Jean Gibson
Melanie Boston-Holland
Norris Hanes

Board Attorney: Karen Selby

Staff: Tracy A. Dickerson
Chris McDougal
Wade Beswick
Alexandria Horn
Kevin Meador

Public: Stacey Lehn

II. Approval of January's Minutes: A motion was made by Secretary Boston-Holland to accept January's minutes; motion seconded by Vice President Gibson; unanimously approved.

III. Additions to the Agenda: No additional agenda items, agenda adopted as presented.

IV. Election Director's Report:

- Director Dickerson informed the Board that election judge training is complete for Ballot/Voting and Check in Judges and that there are two more classes for Provisional Judges and one more for class for SDR.
- Director Dickerson also informed the Board that training for Chief Judges starts Monday, March 25th.
- Director Dickerson announced that the ballots have been proofed and displayed on the front windows of the LBE as well as on the web site.
- Director Dickerson informed the Board that drop boxes will be delivered on March 27th and the first round of ballots are to be mailed out on March 30th.
- Director Dickerson reminded the Board that the Ethics deadline is April 30th and should be completed by all board members before then.
- Director Dickerson announced that the Board will be sworn in on April 22nd. This date has already been confirmed with Lisa Yates, Clerk of the Court.

- Director Dickerson informed the Board that at April's board meeting the Board will be trained on Polling Place evaluations and other election responsibilities.
- Director Dickerson also informed the Board that the shell for the sample ballots has been completed and sent to the state for approval and that Mail-In Ballot Logic & Accuracy testing is complete.
- Director Dickerson informed the Board that a tentative schedule for Early Canvassing is set for April 25th. Vice President Gibson asked "Will canvass results be made available to the public?" Director Dickerson replied " Early Canvass results do not get released until election night upon closing of all polling places." Board Attorney Selby asked "What are the Board's responsibilities as it relates to Canvassing?" Director Dickerson answered "The Board needs to open canvass and make decisions about ballots." President Hancock asked "How long do we need to stay during canvassing?" Director Dickerson replied "That is up to you all."
- Deputy Director McDougal announced that Charles County has a total of 13,194 accepted mail-in ballot requests with 11,383 being permanent mail-in requests.
- Deputy Director McDougal informed the Board that she and Program Assistant LaVon Brown will be visiting area nursing homes to assist with mail-in ballot applications.
- Deputy Director McDougal announced that 460 Election Judges have been trained so far and she has a total of 585 out of the 630 Judges needed.
- Deputy Director McDougal also informed the Board that staff has trained four large groups of voter registration volunteers.
- Program Manager Beswick informed the Board that IT Specialist Kevin Meador completed vendor-provided training and that they have been prepping equipment and assigning voting equipment to polling locations.

V. **Board Attorney Report:** Board Attorney Selby reported that she attended the "Board Counsel Kick Off" meeting that she found very interesting and resourceful. Some of the topics covered were filming in the LBE's and polling places, weapons inside of public places and Polling Place law enforcement guidance.

VI. **Old Business:** No old business to discuss.

VII. **New Business:** President Hancock informed the Board that polling place evaluations need to be completed. Board Members will share the duties of evaluations. Director Dickerson will go over details of polling place evaluations and a list of locations that still need to be evaluated. The Board members will set a schedule to assist Director Dickerson.

- Stacey Lehn, a member of the public, addressed the Board on behalf of the Charles County Republican Central Committee. Ms. Lehn read a letter on behalf of the Chairman; letter attached.

VIII. **Next Board Meeting:** The next Board Meeting will be held on April 22, 2024 at 8:30 a.m.

IX. **Adjournment:** At 9:40 a.m. Secretary Boston-Holland made a motion to adjourn meeting; motion seconded by Vice President Gibson; unanimously approved.

MS Selby 4/22/24