

Board of Supervisors
Sharon L. Hancock, President
Norma Jean Gibson, Vice President
Melanie Boston-Holland, Secretary
Jacqueline Gray, Member
Norris Hanes, Member
Karen Selby, Attorney



Office Staff
Tracy A. Dickerson, Director II
Mary C. McDougal, Deputy Director II
D. Wade Beswick, Program Manager II
Sharonda Munson, Program Supervisor II
LaVon Brown, Program Assistant II
Charlene Yates, Program Assistant II
Alexandria Horn, Program Assistant I
Kevin Meador, IT Specialist I
Stephanie Ramos-Santos, Prog. Asst. I
Destinee Gibson, Program Assistant I

The Charles County Board of Elections held its regular monthly board meeting on August 21, 2025, at 201 East Charles Street, La Plata, Maryland, 20646 at 9 a.m.

- **Declaration of Quorum Present:** The meeting was called to order by Board President Hancock at 9:01 a.m. Attendees present were:

Board Members: Sharon L. Hancock
Norma Jean Gibson
Norris Hanes

Board Attorney: Karen Selby

Staff: Tracy A. Dickerson
Chris McDougal
Destinee Gibson
Stephanie Ramos-Santos

Public: Reuben Collins
Alvin Stewart
Isaiah Lucas

- **Approval of June's Minutes:** A motion was made by Vice President Gibson to accept June's minutes; motion seconded by Member Hanes; unanimously approved.
- **Additions to the Agenda:** No additional agenda items, agenda adopted as presented.
- **Old Business:** President Hancock thanked Director Dickerson for her years of service to Charles County and informed the Board that Director Dickerson had agreed to remain in the office until the Director position is filled.
- **New Business:**
 - President Hancock asked for information on how interested people could file for candidacy. Deputy Director McDougal informed the President and the public that the office has labeled packets with all necessary forms to file for candidacy. Deputy Director McDougal stated that appointments are preferable, so staff can review all documents and ensure they are completed; after review, the person filing will need to show ID, pay filing fees, and sign their certificate of candidacy at the office. Information is also available on the State Board of Elections website.

- Member Hanes had information to pass along regarding the Charles County Citizens Academy; the application deadline is in September. He stated it was good community engagement and an opportunity to learn about how Charles County Government works.

- **Election Director's Report:**

- Director Dickerson introduced new hire, Destinee Gibson, who started on June 23, 2025.
- Director Dickerson informed the Board that the Waldorf Jaycees signed the Early Voting contract. All contracts for the three Early Voting sites have been signed in preparation for the upcoming Gubernatorial Election.
- Director Dickerson informed the Board that the polling place for precinct 6-1, Maurice J. McDonough High School Gym, would be under construction during summer 2026. A site survey was conducted at Robert D. Stethem Educational Center to determine if it would be an appropriate temporary polling place. Director Dickerson explained that Stethem's lobby was not sufficient to fit the amount of voting equipment and voters in that precinct. The gym was reviewed, but the building has no air conditioning. Director Dickerson looked for other options to accommodate voters and Election Judges, while also being big enough to fit voting equipment.
- Director Dickerson proposed a motion to temporarily change the 6-1 polling place from Maurice J. McDonough High School to St. Joseph's Parish Center in Pomfret, as it is used as an Early Voting site and uses the same amount of equipment that is sent out to precinct 6-1 on Election Day. The location is 2.6 miles away from McDonough High School, and St. Joseph's Parish Center has agreed to be available for Election Day in June and November. Public notice of the proposed temporary location change was given two weeks before August's Board Meeting.
- President Hancock made a motion to accept the temporary polling place change for the 2026 Gubernatorial Election, seconded by Vice President Gibson, unanimously approved.
- Director Dickerson made a recommendation to have Program Manager Beswick be the Acting Director until the position is filled. President Hancock tabled the recommendation until all Board members are present to have a closed session meeting to discuss.
- Deputy Director informed the Board that on September 15-19, staff will be visiting high schools to do voter registration and Election Judge outreach. Election Judge interest has been good; there are approximately 591 people who have indicated they want to work, and interest letters are returning for Early Voting. Deputy Director informed the Board that polling place and drop box contracts are 80% complete.

- On behalf of Program Manager Beswick, Program Assistant Ramos-Santos informed the Board that the charging cycle for the Ballot Marking Devices was completed; the charging cycle for Pollbooks has begun. Director Dickerson informed the Board that shredding of 2020 and 2022 documents was completed in compliance with the retention schedule.
- **Board Attorney Report:** Attorney Selby informed the Board that she received an opinion from the Open Meetings Compliance Board regarding a complainant alleging the Charles County Board of Elections was in violation for not publishing minutes for the year 2024. The Board issued a response to the complaint stating that the website was under construction, and as of June 11, 2025, all minutes were posted and labeled. The Open Meetings Compliance Board found no violation.
- **Next Board Meeting:** The next Board Meeting will be September 18, 2025, at 9 a.m.
- **Adjournment:** At 9:23 a.m. Vice President Gibson made a motion to adjourn the meeting; motion seconded by Member Hanes; unanimously approved. Before adjournment, Commissioner President Reuben Collins thanked Director Dickerson for her years of service to the Charles County Board of Elections.

 9/18/25