

Final Minutes
Frederick County Electoral Board
August 26, 2020

The Electoral Board met on Wednesday, August 26, 2020. Those present were Chairman Marie Straub, Vice-Chairman Craig Lambert, Secretary Tom Reed, and Registrar Rich Venskoske.

1. The meeting was called to order at 4:30 pm by Chairman Marie Straub.
2. The agenda was amended to delete approval of minutes from August 19, 2020 meeting and replace with July 22, 2020 minutes.
3. On motion from Secretary and seconded by the Vice-Chairman the minutes of the July 22, 2020 were approved.
4. L&A was confirmed to held on September 15th. Five DS200 machines and three Express machines will be included (two DS 200 for the satellite office, one for Registrar's office, and two for CAP – two Express machines for satellite office and one for Registrar's office). Except for CAP, these will be used for Early In-Person voting starting September 18th.
5. Conformation letters to 307 individuals will be mailed the second week of September to scheduled poll workers for the November 3rd election.
6. Scheduling has been done for 27 individuals to begin work on September 18th at the Satellite voting site. Daily scheduling includes identifying Chief & Assistant Chief.
7. Final testing of the satellite office will be done on September 15th, with computers and communications to be tested. Furniture and equipment to be determined and placed. All permits and safety consideration for corona virus PPE have been addressed and completed.

8. Registrar business includes the following:

a.) OOE Election training for the Satellite office is planned for Tuesday afternoon, September 8, 2020 consideration for on-site training. Training for November election day will be addressed in October.

b.) Training manual material will be completed and will be available.

c.) Discussion was held regarding pending legislative bills that will affect election process including drop box requirements for absentee ballots, internal handling of received absentee ballots, and possible delay of final abstracts.

d.) Further discussion of office work load and staffing needs with over 9,000 applications currently received for absentee ballots. The number of proposed ballots to be ordered is 80,000 which includes seven ballot styles for 21 precincts. Several pending issues with the state, does not enable an exact delivery date of ballots. Two previously purchased DS200 have been received for CAP, early ballot processing. These were purchased with CARES funds.

9. Following approval of next meeting for 4:30 on Tuesday, September 15th and with a motion from the Secretary and seconded by the Vice-Chairman the meeting adjourned at 5:50 pm.



Tom Reed, Secretary

Maria Strands Chairman

[Signature] Vice-Chairman

Tom Reed Secretary

9/15/20 Date