

**MEETING OF THE
PRINCE GEORGE'S COUNTY BOARD OF ELECTIONS
1100 MERCANTILE LANE, SUITE 115A
LARGO, MD 20774
MONDAY, JUNE 5, 2023**

PRESENT: Roberta B. Deegan, President, Republican Member
Beatrice P. Tignor, Vice President, Democratic Member
Faye M. Howell, Democratic Member
Felecia N. V. Pratt, Democratic Member
Terri L. Williams, Democratic Member
Carletta L. Lundy, Alternate Democratic Member
Michael M. Gorman, Alternate Republican Member
Anita C. Jones, Board Secretary
Michael L. Adams, Board Attorney
Wendy N. Honesty-Bey, Deputy Elections Administrator/
Acting Elections Administrator

ABSENT: Vacant, Alternate Democratic Member

This meeting was conducted in-person. Ms. Tignor greeted everyone. The Prince George's County Clerk of the Court, The Honorable Mahasin El Amin, is scheduled to conduct the swearing-in of Board of Elections (BOE) Members at 6:00 p.m.

Ms. Honesty-Bey provided background information on the duties of Board Members, what her responsibilities are, and the canvass processes.

Ms. Lundy asked for guidelines regarding what Board Members can and cannot do. Mr. Adams shared information from Section 2-301 of the Code. Ms. Lundy noted that she is the Executive Secretary for the NAACP.

Ms. Pratt shared that her husband is an elected official in Prince George's County.

The Honorable Mahasin El Amin conducted the swearing-in for all the Board Members. She thanked everyone for their service and dedication to the elections process.

Mr. Floyd Holt, Deputy Chief Administrative Officer (DCAO), also thanked the Board Members and staff for their continued commitment to the elections process.

Ms. Deegan called the meeting to order at 6:20 p.m. and a quorum was present. No one was seated. There was one guest, Jaime Vazquez-Saldana, a former Board Member. Mr. Vazquez-Saldana helped to provide a uniform Spanish translation of ballots and voting material and has agreed to continue to do so.

Each of the Board Members was formally introduced and they shared some of their background and experience in the elections process.

MINUTES

A motion was made by Ms. Tignor, seconded by Ms. Williams, and duly passed accepting the minutes for the May 1, 2023, regular meeting. Ms. Tignor, Ms. Williams, and Ms. Deegan were the voting members.

ADMINISTRATOR'S REPORT – Ms. Honesty-Bey provided an outline to be used for presenting the Administrator's Report (Please Note: Privileged and Confidential). Information available for the general public will be posted on the BOE website.

Correspondence – None.

Voter Registrations – The Maryland Voter Registration System is updated based on information received from the registrants, ERIC (Electronic Registration Information Center), MVA (Motor Vehicle Administration, NCOA (National Change of address), and other reports.

FY2023 Supplemental Budget – Ms. Honesty-Bey met with the Prince George's County Council to review the supplemental budget request (\$150,000.00).

2024 Presidential Election –

- The date for the Primary Election has been moved from April 23, 2024, to May 14, 2024.
- Ms. Williams requested a calendar of "key dates" for the 2024 Presidential Primary Election.
- Candidate Filing. To date, no one has filed for local positions (Board of Education).

Early Voting Sites – The Accokeek VFD has served as an Early Voting site in past elections which has created some scheduling conflicts with their events. The Accokeek Academy is not available as an alternate site since schools will still be in session in May 2024. Staff will be contacting Victory Chapel to see if it will be available. If available, it will be evaluated for compliance. It was noted that there are vacant store fronts in the area. However, in previous years, the staff has not been successful in reaching management companies and/or securing short-term leases in other areas of the County.

Meetings –

- Legislation Review Meeting – The meeting was held today in coordination with the State Board of Elections (SBOE) and the Maryland Association of Elections Officials (MAEO). The meeting was a question-and-answer session to more fully understand the law and what is required for implementation. SBOE and MAEO are working on regulations and guidelines.
- Election Directors' Meeting – Ms. Honesty-Bey will be attending the meeting on June 15, 2023.

New Elections Equipment – Ms. Honesty-Bey participated in a MAEO break-out session that covered technical aspects of the units. SBOE is still testing the equipment. Once accepted, we anticipate that a training plan/schedule will be developed this summer for the local boards of election.

PERSONNEL –

- General Clerk IV. The position has closed, and interviews are scheduled for next week. We expect to fill this position by mid-June.
- Citizen Services Specialist III (Elections Operations Manager). Posted, closing date June 8, 2023. We expect to fill this position by mid-June.
- IT Manager. Posted, closing date June 9, 2023. Expected to be filled by mid-July.
- Elections Administrator. Preparing requisition and position description to submit to the Office of Human Resources Management (OHRM) for approval. The Board requested an opportunity to review the package. It was recommended that the Board be given a “comments due by date” so the process is not delayed.
- It was noted that some BOE positions are listed on the BOE website, and some are on the OHRM website. Is there a way to link these sites so potential candidates can find all BOE positions?

OLD BUSINESS – None.

LEGAL – Mr. Adams reported that the SBOE is in the process of selecting a new Administrator.

NEW BUSINESS –

- Elections of Board Officers. Ms. Deegan noted that the President is typically from the majority party.

Ms. Deegan nominated Ms. Tignor for President. A motion was made by Ms. Deegan, seconded by Ms. Williams, and duly passed approving this nomination.

Ms. Tignor nominated Ms. Deegan for Vice President. A motion was made by Ms. Tignor, seconded by Ms. Williams, and duly passed approving this nomination.

A motion was made by Ms. Tignor, seconded by Ms. Williams, and duly passed appointing Ms. Jones as Board Secretary.

The appointment of the Board Attorney was tabled until the July meeting. Mr. Adams reported that Mr. Phil Zuber would be available in-person or by phone. It was noted that Mr. McGinley, former Board Attorney, would be interested in assisting with the canvass process.

- It was agreed that we would conduct meetings in-person for the remainder of the year. Ms. Honesty-Bey was asked to look into providing an on-line option for Board Members and the general public if needed. As a minimum, we need to provide a speaker phone option to maintain a quorum.

- Ms. Lundy asked if we do a “lessons learned” evaluation after elections. Ms. Honesty-Bey noted that staff does coordinate with Chief Judges and Election Judges after an election cycle.

NEXT MEETING – The next regular meeting is scheduled for Monday, July 10, 2023, at 5:30 p.m., and will be held in-person at the Elections Office.

A motion was made by Ms. Lundy, seconded by Ms. Deegan, and duly passed to adjourn the meeting at 7:15 p.m.

Beatrice P. Tignor, President

Anita C. Jones, Recording Secretary

Date