Attendees: Robert Walker, Chair (by phone)
      Bobbie Mack, Vice Chair
      David McManus, Member
      Rachel McGuckian, Member
      Linda H. Lamone, Administrator
      Jeff Darsie, Assistant Attorney General
      Donna Duncan, Election Management Director
      Nikki Trella, Election Reform Director
      Mary Wagner, Voter Registration Division Director
      Stacey Johnson, Project Manager, MDVOTERS
      Ruth Maynard, Auditor, Candidacy and Campaign Finance Division
      Vicki Smith, Candidacy and Campaign Finance Division

Also Present: Holly Joseph
      Lynn Garland
      Joel Foster

DECLARATION OF QUORUM PRESENT
Vice Chairman Mack called the meeting to order at 2:08 pm and declared that a quorum was present.

APPROVAL OF THE PRIOR BOARD MEETING MINUTES
The minutes of the April 28, 2011, board meeting were presented for approval. Ms. McGuckian made a motion to approve the minutes, and Mr. McManus seconded the motion. The motion was approved unanimously.

MVA/SBE INTERFACE
Mary Wagner presented for approval draft language for an affidavit for the electronic voter registration application for transactions at the Motor Vehicle Administration. Ms. McGuckian made a motion to approve, and Mr. McManus seconded the motion. The motion was approved unanimously.

APPROVAL OF CHALLENGERS AND WATCHER'S MANUAL
Nikki Trella presented for approval an updated *Instructions and Information for Challengers, Watchers, and Other Election Observers*. Ms. Trella explained that the substantive changes related to clarifying when a challenger and watcher can enter the voting location before voting begins and where a challenger and watcher is permitted to sit or stand to observe the check-in process and incorporating the change to the "no electioneering" zone law for Carroll and Montgomery Counties. Ms. McGuckian made a motion to approve, and Mr. McManus seconded the motion. The motion was approved unanimously.

APRROVAL OF WAIVERS OF CAMPAIGN FINANCE LATE FEES
Vicki Smith presented waivers of late fees for the following political committees along with the Administrator's recommendation for approval:

1. Abdullah, Abdul-Raheem Citizens To Elect, A7051
2. Baltimore County Community PAC, A7220
3. Bethea, Jordan Friends of, A7664
4. Black, Lee For County Council, Dist. 9, Friends Of, A7971
5. Breedon, Robin Citizens For, A7988
6. Brockington, (Jessica) For State Central Committee, A8002
7. Buehler, Bob Citizens for, A7497
8. Carrillo, Brad L. Jr. Friends Of, A8039
9. Chapman, Barry Friends of, A7428
10. Cole, William Committee To Elect, A8060
11. Collins, Terence Friends Of, A8067
12. Community Behavioral Health PAC, A6914
13. Davis, Dereck Friends Of, A532
14. Dayton, Charles E. Jr. Citizens For, A8878
15. Dembrow, Crystal For Commissioner, A8123
16. Deputy Sheriffs Association of Prince George's County PAC, A7171
17. Easter, Jim Committee, Friends Of, A6970
18. Educators for Progress in District 10, A7413
19. F.O.P. Political Action Committee, Maryland, A742
20. Fannie Lou Hamer- PAC, A8933
21. Farley, Bill Friends of, A8788
22. Ferrar, Chuck Friends For, A7141
23. Filippou, Jason Friends of, A7355

24. Fisher, Arlene 44 Dis. Committee, Citizens To Elect, A8779
25. Fogleman, Steve Friends Of, A8179
26. Friedman, Karen (Chaya) Committee for, A7539
27. Gangemi, Marty for Caroline County Commissioner, A7267
28. Halter, Michael 2010, A7679
29. Harris, Joseph G. Jr. Citizens For, A8793
30. Hethmon, Mike Clean House with, A8451
31. Holley, Unsolo Friends of, A7629
32. Hopkins, Tom Citizens for, A8517
33. Horner, David for Montgomery County Council, A8518
34. Hymes, Scott Citizens For, A4490
35. Ingram, George Friends Of, A7009
36. Jackson, Charles A. Friends Of, A8316
37. Janor, Stan Friends Of, A6890
38. Jaros, Josh Friends Of, A8332
39. Johnson, Gary Citizens for, A7723
40. Johnson, Robert Citizens For, A8338
41. Jones, Reba Committee To Elect, A8352
42. Joyner, Jordan B. Committee to Elect, A8941
43. Kanstoroom, Steve Friends Of, A6765
44. Krug, Cherie for Democratic Central Committee, A7807
45. Litten, Russell Citizens For, A8413
46. Martin, Tom Citizens for, A8856
47. Maloney, George Citizens For, A6941
48. McCarroll, Bob Committee to Elect, A7852
49. McCollough, Sharon Friends of, A8804
50. McKinnis, John Friends Of, A6774
51. McQueeney, John T. Jr. Friends Of, A7053
52. Meckley, Jack Committee To Elect, A6909
53. Mellotte, Randall Citizen Of, A8921
54. Mercer, Timothy - Personal Treasurer, A6431
55. Merkel, Victor F. Friends of, A8809
56. Moore, Charlie Friends of, A7173
57. Muir, Allan Citizens to Elect, A8701
58. Nelson, Rebecca Weir Citizens for, A7326
59. Next Generation PAC, A6515
60. Oliver, Shanetta Friends Of, A8443
61. Pedrick, Ed Friends Of, A8486
62. Polish American Political Action Committee of Maryland, A4198
63. Posey-Moss, Marla (MPM) District 34A For, A4448
64. Praisner, Don Friends Of, A6764
65. Reinheimer, Tom , Personal Treasurer, A6344
66. Rice, Thomas Friends Of, A8542
67. Ring, Nelson R. Friends of, A8152
68. Russek, (Joseph) For Montgomery Council District 5, A8564
69. Russell, Rick Citizens for, A8116
70. Shutinya, Ivan I. Citizens for, A8063
71. Smith, Richard Friends for, A8025
72. Stallings, Demetria Sugar Friends of, A7698
73. Swanson, Matt Citizens for, A6710
74. Talbot County Democratic Central Committee, A137
75. Taylor, Rick Citizens to Elect, A8661
76. Thomas, Linda for Prince George's, A8974
77. Wilson, Michael A. Citizens For, A8636
78. Wright, Joseph L. Friends Of, A1999

Ms. McGuckian made a motion to approve the State Administrator's recommendations on the requests for waivers of late fees, and Mr. McManus seconded the motion. The motion was approved unanimously.

ADMINITRATIVE CLOSURE OF CAMPAIGN FINANCE ENTITIES
Ruth Maynard requested administrative closure for four committees. The committees were: (1) Friends of Mary Conaway; (2) Friends of Bob Santoni; (3) Friends of Leslie Sipes; and (4) Pritzker (Jeffrey) for Attorney General. In response to a question from Ms. Mack, Ms. Maynard responded that SBE is not concerned about outstanding debt and that the vendor can still attempt to collect on the debt. Ms. McGuckian asked whether SBE had contacted these committees, to which Ms. Maynard responded that SBE had and the committees had no interested in continuing. Ms. McGuckian made a motion to approve, and Mr. McManus seconded the motion. The motion was approved unanimously.

ADMINISTRATOR'S REPORT
Ms. Trella presented the Administrator's Report.

1. **Announcements**
   Ms. Trella congratulated Ross and his wife, Susannah, on the birth of their son, Bram Feist Goldstein. Both Mom and baby are doing well. Ms. Trella reported that Kurt Snyder has returned to SBE. After leaving SBE for a job in the private sector, Mr. Snyder decided to return to his still vacant position and resume his old job duties. Ms. Trella stated that SBE is glad to have Kurt back.

2. **Meetings and Important Dates**
   U.S. Election Assistance Commission (EAC) – Board of Advisors
   On June 6th – 7th, the members of the EAC's Board of Advisors met in Washington, D.C. At this meeting, the members were briefed on the EAC's activities and budget, the EAC's accessible voting technology, pre-election logic and accuracy testing, post-election audit initiatives, internet voting by military and overseas

voters, and common data format. There was also lively discussion about federal legislation that would terminate the EAC.

Petition Update
On Wednesday, June 22, 2011, the petition sponsor was notified that the statewide referendum petition on SB 167, *Public Institutions of Higher Education – Tuition Rates – Exemptions* had received 47,288 accepted signatures in the May 31st filing. An additional 8,448 accepted signatures are required to have the issue placed on the November 6, 2012 General Election ballot. Ms. Trella noted that the deadline to file the additional signatures is 11:59 pm on June 30, 2011. In response to a question from Mr. McManus, Ms. Lamone responded that a vendor will bring scanning equipment to scan the first batch of petition pages.

Maryland Association of Election Officials' (MAEO) Annual Meeting
On June 13th and 14th, MAEO hosted its annual meeting in Ocean City. The first day of the conference was devoted to a presentation on redistricting by a representative of the Maryland Office of Planning and a presentation of best practices by various election directors.

On the second day of the conference, SBE hosted its mandatory biennial meeting and offered:
- For local board members and attorneys, a day-long session on their roles and responsibilities and a general overview of election administration in Maryland.
- For election directors and staff, two courses in the Election Prepardedness and Professional Development Program. The courses – Pre-Election and Post-Election – covered a variety of topics from candidate filing, ballot production, polling place management, data reconciliations and post-election audits, and over 100 representatives of the local boards of elections attended the courses. During the Post-Election course, the draft LBE Audit Guidelines were presented. PowerPoint presentations and handouts are posted on the Online Library under "Election Logistics." Feedback from the courses was positive, and a summary of the evaluation forms was provided in the board meeting folder. Rick Urps did a terrific job of organizing the courses and SBE staff members that served as instructors. SBE's instructors were Paul Aumayr, Jared DeMarinis, Bob Murphy, Ms. Trella, Mr. Urps, and Natasha Walker. Vice Chair Mack stated she had heard they classes were well received and good job was done by all.

Equal Opportunity Employment Symposium
On June 23rd, Jared DeMarinis, SBE's EEO officer, attended the 2nd Statewide Equal Employment Opportunity Symposium. It was attended by over 100 EEO officers from across the State. Ms. DeMarinis received a Certificate of Completion for the all day symposium.

3. **Election Reform & Management**
   Federal Voting Assistance Program (FVAP) Grant Opportunity
   Last month, the FVAP announced an opportunity for funding to improve the voting experience for military and overseas voters. The objective of this funding opportunity is to provide research data to advance FVAP's electronic absentee voting support responsibilities to military and overseas voters and show cost-effective methods that improve voting systems, increase the percentage of ballots successfully returned by military and overseas voters, reduce failure rates for these voters, and establish and maintain a pipeline of ideas, techniques, and best practices. Ms. Trella reported that SBE intends to submit a response to the grant announcement and request funding for online voter registration and two enhancements to the online absentee ballot delivery system. The enhancements are implementing an online ballot marking wizard and using technology to solve the manual duplication process when canvassing electronically delivered absentee ballots. The deadline to respond to the grant announcement is July 11, 2011. Vice Chair Mack stated this is a fantastic opportunity.

   Online Absentee Ballot Delivery System
   Ms. Trella reported that SBE and College Park are testing updates to the online absentee ballot delivery system. The updates address issues identified during its use in the 2010 elections and generally improve the usability of the system. When testing is complete (early July), these updates will be loaded into the system, and the system will be ready for the 2011 and 2012 elections. Additional enhancements – those referenced in the FVAP grant proposal – are targeted for implementation between the 2012 Primary and General Elections.

4. **Voter Registration**
   Ms. Wagner reported on the status and work of the Voter Registration Division.

Voter Registration System (MDVOTERS)
The last MDVOTERS software release before the Baltimore City elections is scheduled to be installed over the July 4th weekend. Enhancements include the ability to generate larger amounts of voter notification cards in preparation for redistricting, updates to processes for the absentee web delivery service, and minor corrections to reports.

Motor Vehicle Administration (MVA)
SBE continues discussions with MVA regarding creating an interface between the two agencies. This interface will allow the electronic transmittal of registration transactions that occur at MVA offices. Until the interface is fully functional, SBE and MVA will continue to mail letters to individuals that do not appear in MDVOTERS or whose address does not match with MVA files. Ms. Wagner reported that the anticipated timeframe to complete this interface is February 2012.

Online Voter Registration
With the MVA interface, SBE has identified key components for the On-line Voter Registration (OLVR) project. The anticipated timeframe to complete this system is prior to the 2012 Presidential General Election.

MDVOTERS Desk Top Support Program
Ms. Wagner reported that several local boards have signed up for MDVOTERS desktop support in anticipation of the presidential election. This program assists the local boards with all of their MDVOTERS hardware. Desktop support is needed to help users when they are having trouble with their computer equipment (i.e., desktop computers, printers, label printers, batch scanners, and barcode scanners). Ms. Wagner stated that the response time is phenomenal (2 hour response time for critical situations with an 8 hour completion time), and the desktop support hours are available based upon an agreed upon schedule (24 hours during prime time to 7 am – 6 pm during normal working schedules). Ms. Wagner explained that response time and availability is what the local boards really need in a presidential election. This support is being provided through the MDVOTERS II DC contract with Sidus, and Gantech is the subcontractor providing the service.

Redistricting
In preparation for redistricting, SBE is developing basic procedures for updating street and district data within MDVOTERS. The procedures will include how to change streets on a mass scale, updating precincts and even adding districts, if necessary. In response to a question from Mr. McManus, Ms. Lamone explained that the General Assembly will hold a special session for Congressional redistricting and that the congressional district lines must be finalized by mid-November. The deadline for the local boards to re-precinct is January 3, 2012.

5. **Candidacy and Campaign Finance**
Candidacy
As of June 24th, 50 candidates have filed for office for the 2011 Baltimore City Mayoral Election and 11 candidates have filed for office for the 2012 Presidential Election.

Campaign Finance Reporting and Management System (CFRMS)
On June 15th, the Board of Public Works approved the contract for the new online browser based campaign finance reporting and management system. Starting on June 16th, the Candidacy and Campaign Finance Division met with the project team from PCC Technology Group for five days to cover the Maryland specific business practices and requirements. These requirements will be used to configure the software to meet Maryland laws and business needs. Ms. Trella reported that PCC remains confident that they can meet our aggressive project schedule.

Enforcement
Ms. Trella reported that the Candidacy and Campaign Finance Division has received complaints on the lack of authority lines on campaign material issued by the Committee to Elect Catherine Pugh and Tommie Lee Allen (independent expenditure benefiting Stephanie Rawlings Blake). In response to a question from Ms. McGuckian, Ms. Trella stated that Ms. Lamone and staff members met with Emmet Davitt, the State Prosecutor, and have agreed to how referrals and recommendations will be handled in the future. Mr. McManus asked if SBE receives feedback from the State Prosecutor on the disposition of cases, to which Ms. Trella stated that the State Prosecutor's Office provided feedback on the referrals of voters with more than one voting history in the 2010 Primary Election. Ms. McGuckian stated that she would like to invite the State Prosecutor to an upcoming board meeting.

6. **Voting Systems**
   Ms. Lamone stated that Paul Aumayr is recovering from surgery.

   GEMS Servers
   The Voting System Division has started replacing the 50 GEMS servers in the State, starting with its own servers and Baltimore City servers. SBE has created an installation "image" that ensures that all servers are configured the same statewide. This process will continue for the next couple of months and requires a visit to each local board. The GEMS server documentation is being updated, and testing is carried out on each server as it is configured.

   Touchscreen Batteries
   Bids from vendors to supply new touchscreen batteries for 40% of the voting units have been received, and SBE has forwarded a purchase order to Tri-State Battery. Deliveries will begin shortly, with Baltimore City receiving the first shipment. Ms. Mack inquired as to the significance of 40% and was told that covers the Phase 2 counties. Phase 1 has already received batteries.

   Duplicators
   The Voting System Division is continuing to refurbish and update the high speed multi-card duplicators. These are used for programming the approximately 6,000 CF memory cards for the electronic pollbooks and collecting data from them on election night or the day after.

   Training Database
   SBE has provided a training database, resource file and test voter lookup scripts for use in Baltimore City election judge training for the upcoming City elections.

   Pollbook Maintenance
   SBE is monitoring progress on the electronic pollbook CMOS battery replacement and internal leg-stand reinforcement being performed by LBEs on all electronic pollbooks statewide. Ms. Trella reported that the process is now about 30% complete.

   Pollbook Purchase
   In anticipation of heavy turnout and increased early voting activity in the 2012 elections, SBE recommended that 14 local boards procure additional electronic pollbooks. A total of 300 additional units were ordered, which have now been delivered to the local boards.   SBE has provided updated acceptance forms and is managing the acceptance process to ensure that the new equipment is properly entered in the SBE inventory control system.

   Software Upgrade
   Development work on the ExpressPoll software upgrade for the 2012 Presidential Election is on-going. The target release date is late October, with the goal of conducting a statewide "mock election" for final acceptance testing in the early December timeframe.

   Early Voting Network
   Testing of a new VPN hardware configuration for early voting sites is underway, with encouraging preliminary results. The new configuration should dramatically reduce the time it takes for the electronic pollbooks at early voting sites to connect to the database server in Annapolis.

7. **Information Technology**
   Ms. Trella referenced the tasks performed by the Information Technology Division, which include:
   - Updated several SBE system maintenance contracts
   - Updated several SBE hardware/software licenses
   - Completed several third party software upgrades/patches
   - Completed last portion of the Oracle 2011 patch
   - Completed numerous hours of testing and corrections to implement Version 10 EMS
   - Provided updates to the data tables for the University of Maryland
   - Setup and installed 4 new desktop computers
   - Setup and installed 3 printers
   - Completed several website updates
   - Completed numerous updates to the on-line library
   - Completed monthly updates to PBX
   - Completed material inventory and forwarded report to DGS (included a control balance file)
   - Completed emergency Microsoft system security updates

- Assisted a total of 24 local boards with equipment, network issues, hardware inventory corrections, and troubleshooting and repairs
- Provided service to campaign committees, including database rebuilds
- Installed disaster recovery networks for 4 local boards
- Security actions including background checks for contractors and employees, security service survey for DoIT and early voting center security reviews

ASSISTANT ATTORNEY GENERAL'S REPORT

Jeff Darsie reported that on June 21, 2011, Judge Lerner awarded summary judgment to plaintiffs and against SBE in *Libertarian Party, et al, v. Maryland State Bd. Of Elections*. This ruling means that both the Libertarian and Maryland Green parties have regained their status as officially recognized political parties, and each has the right to appear on the State's voter registration application form and nominate candidates in general election contests. With Deputy Attorney General J.B. Howard, Mr. Darsie represented SBE in the case. The State has until July 21, 2011 to file an appeal.

In response to a question from Ms. Mack about whether this judgment sets precedence regarding the verification of other petitions. Mr. Darsie responded that it does not. Mr. McManus asked if the State is planning to appeal, and Mr. Darsie affirmed that an appeal will be filed.

PRESENTATION BY DEPUTY ATTORNEYS GENERAL ON CAMPAING FINANCE REPORT

Katherine Winfree, Chief Deputy Attorney General, and J.B. Howard, Deputy Attorney General, presented several recommendations from the Attorney General's Advisory Committee on Campaign Finance. Three recommendations were highlighted for prompt action by the board.

1. "The General Assembly should enact legislation to require treasurers of slates to identify and report which candidate(s) benefited directly from each slate expenditure and/or transfer, and by what amount for each candidate."
2. "The State Board should be authorized to adopt regulations codifying past advice prohibiting the creation or use of 'sham' LLCs or other non-corporation entities as a means to circumvent contribution limits or conceal a contributor's identity."
3. "The State Board should amend its regulations to permit temporary investment of campaign funds in prudent investment vehicles and specify types of permissible investments."

There was considerable discussion whether the three recommendations could be handled through regulation or required an act of the General Assembly. Mr. McManus inquired if there is a prototype from another state that could guide SBE for campaign finance and investment vehicles. The Attorney General's office will draft regulations prior to the next board meeting.

OLD BUSINESS

Ms. Mack noted that Mr. Goldstein and Valerie O'Connor briefed her and Mr. McManus on the status of the audit report.

NEW BUSINESS

There was no new business

SCHEDULING OF NEXT MEETING

The next meeting was scheduled for July 28, 2011, at 2:00 pm. The August meeting is tentatively scheduled for August 25th at 2:00 pm.

ADJOURNMENT

Ms. Mack adjourned the public meeting at 3:25 pm.