

State of Maryland 

State Board of Elections Meeting – April 30, 2015

Attendees: Bobbie Mack, Chair
David McManus, Vice Chair
Patrick J. Hogan, Member
Janet Owens, Member
Linda H. Lamone, State Administrator
Jeff Darsie, Assistant Attorney General
Nikki Charlson, Deputy Administrator
Keith Ross, Assistant Deputy for Project Management
Shelly Holland, Director of Budget and Finance
Mary Cramer Wagner, Director, Voter Registration
Jared DeMarinis, Director, Candidacy and Campaign Finance
Paul Aumayr, Director Voting Systems

Also Present: Glynis Kazanjian, *Maryland Reporter*
Ralph Watkins, League of Women Voters
Rebecca Wilson, SAVE Our Votes
Lynn Garland

DECLARATION OF QUORUM PRESENT

Ms. Mack called the meeting to order at 1:59 pm and stated that there was a quorum.

RATIFICATION OF MINUTES FROM JANUARY 2015 AND MARCH 2015 MEETINGS

Mr. McManus made a motion to ratify the approval of minutes from the January 2015 and March 2015 minutes, and Mr. Hogan seconded the motion. The motion passed unanimously.

ADMINISTRATOR'S REPORT

1. Announcements & Important Meetings

U.S. Election Assistance Commission's (EAC) Board of Advisors and Standards Boards

Ms. Lamone explained the role of the EAC's Board of Advisors and Standards Boards and reported that both boards met in Williamsburg, Virginia on April 28th and 29th. At this meeting, Ms. Lamone was elected Chair of the Board of Advisors and appointed as the Board's designee to the EAC's Technical Guidelines Development Committee. These boards were unable to meet during the time when the EAC did not have commissioners, but now that there are three commissioners, both boards will participate in the process to hire an Executive Director for the EAC and review future voting system standards. The Technical Guidelines Development Committee will likely reconvene in July 2015 to begin work on new voting system standards. Ms. Charlson and Katie Brown, Election Director for the Baltimore County Board of Elections, serve on the Standards Board, and both attended the meeting.

SBE's Fiscal Year 2016 Budget

SBE's proposed FY 2016 budget was approved without change. SBE is required to submit by August 15, 2015, a report explaining how we will fund certain costs for the new voting system and 2016 Primary Election that are currently unfunded in the FY 2016 budget. SBE is working closely with the Department of Budget and Management on funding options for these election critical needs (e.g., back-up thumb drives for the new voting system, privacy sleeves, ballots, ExpressPass printers, and maintenance for SBE's in-house election management system).

SBE's Biennial Meeting & Maryland Association of Election Officials' (MAEO) Annual Conference
SBE's biennial meeting is scheduled for Wednesday, June 10th, and MAEO's annual conference is scheduled for Thursday, June 11th. The joint meeting will be held in Ocean City. Mary Wagner has been working with the MAEO conference committee on the agenda. SBE staff will be presenting both days. A draft agenda was included in the board meeting folder.

Election Directors' Meeting

On April 16th, SBE hosted an in-person Election Directors' meeting. All 24 local boards of elections were represented. The focus of the meeting was to provide updates on the various work related to the voting system implementation project. A significant amount of information was presented and how that information can be accessed outside of in-person meetings. A summary of the meeting was provided in the board meeting folder.

Maryland/Delaware Public Corruption Meeting

Jared DeMarinis reported that the April 28th meeting of the FBI's Maryland/Delaware Public Corruption Task Force was cancelled.

Maryland Google Summit

On April 15th, Maryland's Department of Information Technology held its annual Maryland Google Summit. SBE's Shafiq Satterfield and Stephanie Taylor and Justin Wall of Harford County Board of Elections demonstrated how SBE and the Harford County Board of Elections use Google Apps and Smartsheets. It was a very well received presentation, as one of the summit organizers noted that "SBE is the talk of the State."

2. Election Reform and Management

U.S. Department of Defense - Inspector General's Office

On April 7th, four representatives of the Department of Defense's Inspector General's office met with SBE representatives to discuss our "single point of contact" grant. Under this grant, SBE serves as the single source of information for UOCAVA voters and SBE will be creating for the 2016 elections an online information portal for UOCAVA voters to conduct research on candidates and questions on the ballot.

The representatives of the Inspector General's office asked for feedback on the single point of contact effort and how SBE interacts with the Federal Voting Assistance Program, the Defense Contract Management Agency, and the Department's website we use to request reimbursement funds. We demonstrated the online voter registration system and the online ballot delivery system, both of which were funded by a grant from the Federal Voting Assistance Program. In response to a question, Ms. Charlson explained that the representatives of the Inspector General's office were not auditing SBE's performance or grant funds; they were meeting with clients of the Department of Defense to assess the Department's performance.

Same Day Registration

SBE's same day registration planning workgroup continues to meet regularly. We have a signed MOU with the Motor Vehicle Administration for data on individuals who appear eligible to register but are not registered in Maryland and a test file of that information. Representatives of six local boards will assist the workgroup with reviewing various scenarios and providing feedback on draft regulations.

New Voting System Replacement (NVS) Project - Election Judges' Workgroup

The members of the Election Judges' Workgroup continue reviewing and revising the manual and election day forms and developing a manual for election judges assigned to same day registration and address changes during early voting. The workgroup met earlier this week at the Anne Arundel County Board of Elections office in Glen Burnie and is scheduled to meet again on May 12th.

3. Voter Registration

MDVOTERS

Release 5.7 was successfully placed into production the weekend of April 11th. Issues for Release 5.8 have been identified and prioritized. This release is scheduled for testing in June.

Provisional Voting: Training Guide for Processing and Canvassing Provisional Ballots

The training guide is being updated to include processes for same day registration. The voter registration team is meeting monthly to review scenarios and implement additional system configurations.

Electronic Registration Information Center (ERIC)

The most recent ERIC report generated over 17,000 updates. The next ERIC report is expected to be distributed in early May. Ms. Wagner reported that she has been auditing how the local boards have been processing the ERIC files and noted that more states are looking to join ERIC.

Rock the Vote

Staff and representatives of Rock the Vote met by conference call to explore how Rock the Vote could interface with Maryland's online voter registration system. Important technical information was provided, and more follow up calls are expected. We hope to have something in place for the 2016 General Election. In response to a question, Ms. Wagner explained that the interface would be available to any other organization and the data from these interfaces is processed the same way as data processed from MVA or the online voter registration system. With these interfaces, organizations conducting voter registration drives would no longer submit paper voter registration forms and the local boards would no longer have to decipher the handwriting on the forms.

Maryland Benefit Health Exchange

On April 27th, voter registration staff met with representatives of the Maryland Health Exchange to discuss best practices in implementing the National Voter Registration Act (NVRA). Upon its inception, the health exchange was named a NVRA agency. The exchange is getting ready to start incorporating voter registration into their enrollment process.

MAEO's Voter Registration Committee

Ms. Wagner met with members of the committee to discuss best business practices and how to work collaboratively in implementing procedures.

Municipal Elections

Staff continues to support various municipal elections by creating precinct registers. Once the elections are complete, staff will then apply voting credit.

4. Candidacy and Campaign Finance (CCF) Division

Candidacy

As of April 30th, 13 candidates have filed at SBE for the 2016 Presidential election.

Campaign Finance

Mr. DeMarinis continues to review and advise the Montgomery County's Department of Finance on its proposed executive regulations on public financing. The proposed regulations will be released for public comment by the end of the month.

Enforcement

The Friends of Marilyn Mosby agreed to pay a civil penalty of \$50 for failing to include the correct authority line on campaign material from the 2014 Primary Election.

In response to a question, Mr. DeMarinis stated that he expects to finalize by the end of May the memoranda on complaints about campaign coordination from the 2014 elections.

5. Project Management Office

New Voting System Replacement Project (NVSR)

Resources

SBE has several new project resources. Mr. Ross introduced Steve Galloway (Organizational Change Manager) and Rachel Rachfal (Voter Outreach Manager), and noted several testers (Beverly Drummond, Christine Deener, Mittal Shah, Vinod Khatri, and Chetan Mehta) also joined the NVSR project team in late March and April. The testers are working at SBE's Central Warehouse. We look forward to their contributions to the success of the NVSR project.

Voting System Solution

On April 15th, the Board of Public Works approved SBE's contract with Computer Science Corporation (CSC). This sole source, fixed price contract will provide technical and project support for the SBE's in-house election management system through the 2016 General Election.

SBE, the NVSR Project team, and the workgroups continued supporting a variety of pending and active procurements. These include: (1) carts for transporting equipment and supplies between the local boards of elections and the voting locations, (2) booths for voters to use to mark their ballots privately; (3) privacy sleeves to keep voted ballots private as voters move to the scanning unit; (4) ballot transfer bins that will collect voted ballots in the scanning unit and store ballots until the election is certified; and (5) additional ExpressPass printers to create for early voting the activation cards for the ballot marking devices.

SBE is drafting a response to MAEO's letter expressing their concerns about the NVSR project. The letter covers communication, project management, financials, software and equipment, and process and procedures. In response to this letter, SBE has made a number of changes – including weekly status calls and more in-person meetings with election directors – to help alleviate some of the concerns. We look forward to working with the local boards on identifying and implementing more improvements. A copy of the MAEO letter was provided in the board meeting folder, and a copy of the response will be provided once it is finished. In response to a question, Mr. Ross explained that the local boards' major concerns relate to the project's status, the preferred ways to communicate project information, and processes that have not yet been developed. Mr. Ross noted that most of the local boards' concerns have already been addressed in the April 15th Election Directors' meeting and the weekly status calls.

SBE and the local boards recently finalized how much equipment will be allocated to each county. This process involved very detailed analysis and discussions on the amount of equipment

available and the unique needs of each local board. Now that equipment quantities are final, contract modifications will be needed and pending procurements can be finalized.

SBE has moved to SBE's Central Warehouse the legacy equipment from each of the local boards. Currently, a team of individuals are reconciling inventory to make sure the equipment and supplies sent to SBE's Central Warehouse align with SBE's inventory master database.

SBE is working with the inventory system vendor on its implementation. Over the next few months, the team will begin entering the newly leased and purchased equipment and supplies. On a related note, SBE will conduct its FY15 annual inventory of equipment, furniture, and supplies.

Since the last Board meeting, SBE met with the Department of General Services (DGS) to discuss their audit notes on SBE's inventory process and procedures. Following the meeting, DGS provided draft findings and requested a response to each draft finding. On April 16th, SBE submitted its response and a timeline for address each finding.

Workgroups

The six NVSR project workgroups (Project Management, Voting System, Polling Place Logistics, Election Judges, Communications, and LBE Requirements) have been very active and are making a significant positive impact on the project.

In addition to the significant work already referenced, the workgroups have been instrumental in developing specifications and requirements for privacy sleeves, ballot bins, and the carts. The workgroups have also worked on the polling place logistics, warehouse requirements for the local boards, logic and accuracy testing for the new equipment, technical training for SBE and local board management and staff, planning for the mock and pilot elections, and developing content for future regulations.

Central Warehouse

Many activities are taking place at SBE's Central Warehouse in Glen Burnie. In addition to receiving the legacy equipment from the local boards, SBE is now receiving shipments of new voting system equipment. The central warehouse is packed, and the contract testing team is busy preparing for the acceptance testing that will soon begin on the new voting system equipment. Security at the warehouse is very tight.

In response to a question, the legacy voting equipment will be stored at the central warehouse until 2017. At that time, SBE will attempt to sell the equipment and follow all applicable disposal rules for equipment.

6. Voting Systems

New Voting System

The Voting System Division continues to work on the new system. SBE recently finalized the requirements and configuration, including hardware, for the ElectionWare setup for each local board and SBE. ElectionWare is ES&S' election management system that imports data from SBE's in-house election management system and creates 24 databases (one for each local board) to define ballot styles, create media for each polling place and tabulate results from the same polling places.

SBE is working with some members of the voting system workgroup to begin drafting Logic and Accuracy testing and canvassing procedures and processes for the high speed central count scanners. The team has also been evaluating whether provisional voters could use the ExpressVote units to mark provisional ballots.

Electronic Pollbook

SBE continues to work with ES&S on software changes for the electronic pollbook, especially for same day registration and address changes during early voting.

Municipal Election Document

As a number of municipalities have expressed an interest in using the new equipment in November 2015, the team is reviewing and updating the Municipal Elections Document and the associated procedures.

Information Technology

SBE New Inventory Software Application

SBE recently procured an Inventory System named eEquip!. The software application and Microsoft SQL database application are set up and the implementation company E-ISG is temporarily hosting the application. SBE hopes to have a permanent hosting solution in place in the next months. In the meantime, we are customizing the fields in the software application to meet SBE's and DGS' inventory requirements.

Talbot LBE Relocation

The Talbot County Board of Elections recently relocated to a new office site. Network Maryland installed a new data communications circuit for the new office location at 215 Bay Street, Easton MD, 21601. SBE's IT Division re-configured the networking device and re-established data connectivity from the new office location to SBE's three data centers.

8. Legislation

The 2015 Session of the General Assembly ended on April 13th. The following bills passed both chambers, and some are awaiting the Governor's signature. The Governor signed some legislation on April 14th. The April 28th bill signing was canceled in light of the events in Baltimore City, and the next bill signing is May 12th. Chapter numbers are assigned to a bill when the Governor signs the bill.

- SB 5 - Canvass of Votes - Public Observation: Clarifies that the tallying of early results is subject to public observation.
- SB 97 - Canvass of Absentee Ballot: Requires that the local board count an absentee ballot cast by a voter who dies before the ballot is canvassed. **(CHAPTER 9)**
- SB 204 - Primary Election Dates in the Presidential Election Year: Moves the date of the 2016 Primary Election to eliminate early voting on Easter Sunday and alters other deadlines to eliminate conflicts. Under the final version of the legislation, the 2016 Primary Election will be conducted on April 26, 2016. (HB 396) Ms. Charlson reported that if this legislation is signed, the 2016 Election Calendar will be updated to reflect the new dates.
- SB 340 - Voting Rights - Ex Felons: Changes the qualifications to register to vote for individuals who have been convicted of a felony and have been released from incarceration. (HB 980) In response to a question, this legislation will help with one of SBE's audit findings because election officials will no longer need to know if someone convicted of a felony is on parole or probation.

- SB 755 - Campaign Finance - Central Committee Candidates: Requires candidates for central committees to keep all financial account records but eliminates the need to establish with SBE a campaign finance entity if the candidate does not spend more than \$1,000 in personal funds or does not accept contributions.
- SB 767 - Ethics Law - Statement by Person Providing Lobbyist Compensation and Making Campaign Contributions: Aligns Ethics Law with Title 14 of the Election Law Article for disclosure and filing purposes.
- HB 73 - Voter's Rights Protection Act of 2015: Authorizes the Attorney General or the State Prosecutor to institute an action in circuit court for injunctive relief to prohibit a person from engaging in or continuing to engage in certain violations of election law. (SB 192)
- HB 284 - Local Petitions - Advance Determination: Allows an election director to seek from local board counsel or the Office of the Attorney General legal advice on sufficiency of petitions. **(CHAPTER 82)**
- HB 485 - Fair Campaign Financing Fund: Re-establishes the check off on income tax returns through which individuals may contribute to the fund. Additionally, it increases the sources of funding, including candidate filing fees, late filing fees, civil penalties assessed under the Election Law Article and the remittance of anonymous contributions. (SB 593) Previously, candidate filing fees were forwarded to the local boards, late filing fees were returned to SBE for auditing purposes, and civil penalties were reverted to the State's General Fund. The amount of late fees collected depended on the election cycle. In gubernatorial election years, SBE collects the most funds (e.g., \$100,000 in 2014) because there are more reports. Very few funds are collected in other years.
- HB 769 - Persons Doing Public Business - Statements of Contributions: Changes the reporting period to align with the lobbyist disclosure report filed with the State Ethics Commission, expands to 30 days the current 5 days window to file, and requires the disclosure of contributions to independent expenditure entities on the reports. In response to a question about when contributions made immediately before an election (e.g., late October for a general election) are reported, Mr. DeMarinis stated that these contributions are reported after the election.
- HB 775 - Inaugural Committees - Donations and Disbursements - Disclosure: Requires that an inaugural committee for Governor and Lt. Governor file with SBE a statement of organization and generally follow campaign finance rules and regulations and file reports on or before certain dates.
- HB 864 - Kent County Board Membership: Creates a 5 full member board for the Kent County Board of Elections, instead of three full and two substitute members. **(CHAPTER 109)**

ASSISTANT ATTORNEY GENERAL'S REPORT

Mr. Darsie provided a verbal report. A response brief in *National Federation of the Blind v. Lamone* is due to the 4th Circuit the week of May 4th. In the same case, the U.S. Department of Justice and a coalition of organizations supporting rights of individuals with disabilities filed with the 4th Circuit separate amicus briefs in support of the federal circuit court decision. Mr. Darsie reported that he has a brief due in *Walsh v. Mack*, No. 01664, September Term, 2015 in May.

REQUEST FOR CERTIFICATION – ES&S VOTING SYSTEM 5.3

Mr. Aumayr explained, since SBE previously certified this voting system solution, ES&S has an updated version of EVS – version 5.3.0.0. This software version has been tested by an EAC accredited voting system testing laboratory and found to meet the 2005 Voluntary Voting System Guidelines.

The new version enables election officials to use modems to transmit unofficial results from a precinct to a local board office and adds a stand-alone application that can be used by local boards that use regional collection sites. This application allows unofficial election results media from different polling places to be read and transferred (again by modem) to the central results server. There is no charge from ES&S for this software update, and no hardware changes accompany this software release.

In response to a question about whether the DS200 scanning unit supports wireless, Mr. Aumayr explained that the unit does not support wifi. It uses a cellular modem to transmit encrypted and digitally signed unofficial results.

Mr. Hogan made a motion to certify Electionware version 5.3.0.0, and Mr. McManus seconded the motion. The motion passed unanimously.

APPROVAL OF FORM – VOTER REGISTRATION APPLICATION

Ms. Wagner presented a revised voter registration application and summarized the proposed changes. The proposed revisions reflect changes to the oath that will be required by SB 340 if it is signed into law. Other changes include changing “Sex” to “Gender” and simplifying the text asking if the applicant needs help voting or would like to be an election judge.

Mr. Hogan made a motion to: (1) approve the proposed changes unrelated to the oath; and (2) if SB 340 is signed into law, approve the oath changes. Ms. Owens seconded the motion, and the motion passed unanimously.

APPROVAL OF FORM – STATEMENT OF ORGANIZATION FOR CAMPAIGN FINANCE ENTITIES

Mr. DeMarinis explained the proposed changes to the *Statement of Organization for Campaign Finance Entities*. The separate check boxes for the presidential election and Baltimore City election were combined, since the elections are now aligned. Language was added to reflect the requirement that each responsible officer have an email address, late fees must now be paid with campaign funds, and that candidates, chairmen, and treasurers must provide certain personal identifying information.

Ms. Owens made a motion to approve the proposed changes to the *Statement of Organization for Campaign Finance Entities*, and Mr. Hogan seconded the motion. The motion passed unanimously.

FINAL ADOPTION OF REGULATIONS – COMAR 33.13.10

Mr. DeMarinis presented for final adoption the proposed changes to COMAR 33.13.10. These changes relate to fundraising during session and were previously tabled from a prior meeting.

Mr. Hogan made a motion to adopt as final the proposed changes to COMAR 33.13.10, and Mr. McManus seconded the motion. The motion passed unanimously.

APPROVAL OF CAMPAIGN FINANCE WAIVER REQUESTS

Mr. DeMarinis presented requests from 50 campaign finance committees for waivers of late fees. He noted that Ms. Lamone denied twelve waiver requests in April, and SBE received \$8,752.00 in late fees since the March board meeting.

In response to a question about how prior waivers and fees are captured, Mr. DeMarinis explained that prior waivers would be stated in the “Prior Waiver and Fees” section of the Waiver

Request Information Page. If there are references to late fees but no mention of waivers, the committee paid the late fee. Because of the timing of some of the reports, the online filing system provided two options – 2015 and 2016 – for the annual reporting period. Because some committees inadvertently selected 2016, there are some committees requesting a waiver for this reason.

1. Augustin, Pierre Richard Friends Of
2. Baiers, Paul Friends of
3. Baltimore City Green Party
4. Baltimore County Leadership Fund Slate
5. Bissett, Phil Committee to Elect
6. Boyce, Tom Republican Committee, Committee to Re-Elect
7. Ciliberti, Barrie Citizens for
8. Cohen, Larry Friends Of
9. Colburn, (Richard) Citizens For Committee
10. Coller, John for Delegate
11. Davis, Lorrie R. For Baltimore Citizens
12. Dempsey, (Stephens) 4 U
13. Dent, Marques Friends of
14. Duckworth, Bob Friends Of
15. Enterprise Holdings, Inc. Maryland Political Action Committee
16. Falcon, Jamie Citizens to Elect
17. Freeman, Mel Vote for
18. French, Sandra Friends Of
19. Garrett, Lewyn Scott Committee For
20. Gouge, Julia Friends Of
21. Hitchings, Michael Friends of
22. Hornberger, Kevin Friends of
23. Howard, (Ronald) for Sheriff, Committee for
24. Jameson, Patrick Friends of
25. Jones, Jackie For Commissioner
26. Jones, Tony Friends of
27. Katz, Sidney Friends of
28. Leaders for Change PAC
29. Lloyd, David B. Friends of
30. Loewenthal, Michele E. Committee For
31. MacGlashan, Dave Citizens for
32. Marquis, Carolyn Committee to Elect
33. New Harford Democratic Club PAC
34. Niemann, Doyle Friends Of
35. Ortiz, Adam Friends Of
36. Parson, Kevin W. Committee To Elect
37. Payne, Tavon for the American People
38. Prince George's Political Action Committee
39. Republican Council PAC
40. Republicans for Pacelli for Sheriff PAC
41. Ridgely, Cornelius (Neil) Citizens for
42. Robbins, Dwaine E. Friends of
43. Savoy, Clifton Friends of
44. Schaerr, Martha Friends of
45. Shockley, Virgil L. Campaign Fund
46. Skolnick, Shelly Friends of
47. Slattery, Cynthia (Cindy) Friends of
48. Stull, Paul S. Friends To Elect
49. Swartz, Carrie, Friends and Supporters of
50. Wilson, Michael Citizens for

Mr. Hogan made a motion to approve the requests for waivers of late fees, and Mr. McManus seconded the motion. The motion passed unanimously.

APPROVAL OF TITLE 14 WAIVER REQUESTS

Waiver of Contract Reporting Requirements

Mr. DeMarinis presented requests from 14 businesses to waive the requirement that they disclose certain information about contracts of \$200,000 or more with the State. If approved, the waiver covers the required semi-annual contribution disclosure statement filings for calendar year 2015.

Under Election Law Article, § 14-104(c)(2), businesses are not required to report these contracts if the State Board finds that requiring the information would be unduly burdensome, the public interest would not be impaired substantially by the omission of this information, and the person

filing the statement stipulates that the person has done public business during the reporting period. In response to a question, Mr. DeMarinis stated that the grounds to waive the requirement have not changed since the responsibility of granting the waivers was transferred from the Office of the Attorney General to the State Board. 2013 legislation – effective January 1, 2015 – changed the contract amounts triggering disclosure. Prior to January 1, 2015, a business was required to report contracts if the sum of all the contracts with the State equaled or exceeded \$100,000. Now, a business is required to report only those contracts that equal or exceed \$200,000. Regulations will be proposed that will more clearly define the grounds for the waiver. The following entities requested a waiver of the requirement to file certain contractual information.

1. Apollo Management Holdings, L.P.
2. Bank of America Corporation
3. Chesapeake Employers Insurance Company
4. General Electric Company
5. Johnson, Mirmiran & Thompson, Inc.
6. Kohlberg Kravis Roberts & Co., L.P.
7. The Maryland Zoo
8. Pepco Holdings, Inc.
9. The PNC Financial Services Group, Inc.
10. The Travelers Companies, Inc.
11. Verizon Communications, Inc.
12. Wells Fargo and Company
13. WGL Holdings, Inc.
14. AQR Capital Management, LLC

Mr. DeMarinis recommended granting all of the requests, except the request submitted by Johnson, Mirmiran & Thompson, Inc. Accompanying this company's request was a spreadsheet listing contract information. Since the company can provide this information, Mr. DeMarinis does not believe that providing the information is unduly burdensome. Mr. DeMarinis recommended denying the request submitted by Johnson, Mirmiran & Thompson, Inc.

Waiver of Late Fees for Persons Doing Public Business

Mr. DeMarinis presented requests from 33 businesses doing public business requesting a waiver of late fees. When considering each request, the State Board should consider whether the Candidacy and Campaign Finance Division made any administrative errors, any extenuating circumstances causing the lateness exist, or computer issues occurred that made timely filing impossible as long as the person demonstrated a good faith effort to file on time.

1. Associated Builders and Contractors
Chesapeake Shore
2. Corporate Office Properties, L.P.
3. EA Engineering, Science, and
Technology, Inc., PBC
4. Johns Hopkins University
5. Johnson, Mirmiran & Thompson, Inc.
6. Montgomery Park LLC
7. MTC Logistics
8. Royston, Mueller, McLean & Reid, LLP
9. Rummel, Klepper & Kahl, LLP
10. St Paul Place Specialists Inc.
11. The Wills Group, Inc. and Subsidiaries
12. CH2M Hill
13. Chimes
14. AES Warrior Run
15. American Sugar Refining, Inc.
16. General Electric Company
17. Image Power, Inc.
18. J.P. Morgan Securities LLC
19. Dominion Resources Inc.
20. Feld Entertainment
21. Gaming and Leisure Properties, Inc.
22. Selective Insurance Group, Inc.
23. Sharp Business Systems
24. Smiths Group
25. Sprint Solutions, Inc.
26. The Roswell LLC
27. UFcW Local 1994 MCGEO
28. United HealthCare Services, Inc.
29. W.R. Grace & Co.
30. Meyers, Rodbell & Rosenbaum, P.A.
31. National Association of Surety Bod
Producers
32. NRG Energy, Inc.
33. Reinsurance Association of America

Mr. DeMarinis recommended granting all of the requests for waivers of late fees. Many of the businesses reported that they were unaware of the filing deadlines.

Mr. Hogan made a motion to approve Mr. DeMarinis' recommendations on both types of Title 14 waivers, and Mr. McManus seconded the motion. The motion passed unanimously.

REQUEST FOR ADMINISTRATIVE CLOSURE

Mr. DeMarinis presented four committees – The Lawrence Bell Committee, Friends of Steven Kanstoroom, Jeffrey Hedrick 2010, and Friends of Rob Vricella – for administrative closure.

Mr. McManus made a motion to close administratively the four committees, and Ms. Owens seconded the motion. The motion passed unanimously.

REQUEST FOR CONFIDENTIALITY

Mr. DeMarinis presented requests from six voters who would like their residence addresses and telephone numbers deemed confidential. All six voters are sitting judges.

Mr. Hogan made a motion to make the residential addresses and telephone numbers of these six voters confidential, and Mr. McManus seconded the motion. The motion passed unanimously.

REVIEW OF SBE BY-LAWS

Mr. McManus made a motion to approve the by-laws as revised at the March board meeting and except for the delegation provided under Election Law Article, § 13-103(a) ("Prepare a summary of the election law that relates to campaign finance activity and provide for distribution of the summary"), the referenced *Duties of the State Board and State Administrator*. Mr. McManus's motion included requesting that the *Duties* document distinguish between what campaign finance law summaries should be delegated and which should not. Mr. Darsie noted that Election Law Article, § 13-103(a) relates to the summary guide published and distributed by the Candidacy and Campaign Finance Division, not advice memos. Mr. McManus explained that the board should approve and issue detailed legal analysis. The motion was not seconded.

Mr. Hogan made a motion to approve the by-laws as revised and the referenced *Duties of the State Board and State Administrator*, and Ms. Owen seconded the motion. The vote to approve the by-laws as revised and the referenced document was 3-1 but failed for lack of a supermajority of the appointed members.

Mr. McManus, at Mr. Hogan's suggestion, will present at the next meeting a written proposal for those campaign finance law summaries that should be delegated and those that should not.

NEW BUSINESS

Montgomery County Board of Elections – By-Laws Amendment

Ms. Charlson presented recent amendments to the Montgomery County Board of Elections' by-laws. These amendments define how a vacancy in an officer position is to be filled. Ms. Charlson clarified that the amendment does not apply to a vacancy on the board, only a vacancy in an officer position (Chair, Vice-Chair, etc).

Mr. Hogan made a motion to approve the amendment to the Montgomery County Board of Elections, and Ms. Owens seconded this motion. The motion passed unanimously.

Presentation by Rebecca Wilson, SAVE Our Votes

Ms. Wilson asked about the modeming capabilities of the DS200 scanning unit, and whether funding for voting booths was included in SBE's budget. Ms. Charlson stated that staff could provide this information after the meeting.

Ms. Wilson then suggested using a low cost option for booths, cardboard privacy booths on tables at each polling place. She noted that most voting locations already have tables available. She requested that the State Board consider this type of booth and as recommended by the 2010 RTI Report, give the counties the option to select from the State's master contract the type of booth.

OLD BUSINESS

There was no old business.

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

No campaign contributions were disclosed.

SCHEDULING OF NEXT MEETING

The next meeting was scheduled for May 28, 2015, at 3:00 pm.

ADJOURNMENT

Ms. Owens made a motion to adjourn the meeting, and Mr. McManus seconded the motion. Ms. Mack adjourned the meeting about 4:10 pm.