

**MEETING OF THE  
PRINCE GEORGE'S COUNTY BOARD OF ELECTIONS  
1100 MERCANTILE LANE, SUITE 115A  
LARGO, MD 20774  
MONDAY, SEPTEMBER 11, 2023**

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

**ABSENT:** Faye M. Howell, Democratic Member  
Felecia N. V. Pratt, Democratic Member

This meeting was conducted at the Board of Elections' (BOE) office. Ms. Tignor called the meeting to order at 5:30 p.m., and a quorum was present. Ms. Scott was seated for Ms. Pratt and Ms. Lundy was seated for Ms. Howell. Mr. Gorman participated via Microsoft Teams. There were three guests, Lee Havis, Glenn Davis, and Dan Sheehan.

## **MINUTES**

A motion was made by Ms. Deegan, seconded by Ms. Lundy, and duly passed accepting the minutes for the August 14, 2023, regular meeting.

## **ADMINISTRATOR'S REPORT**

Correspondence – None.

### Early Voting Sites

- The Life Covenant Ministries agreed to be an Early Voting (EV) site.
- The State Board of Elections (SBE) is reviewing the number of registered voters to determine the number of EV sites required. Based on the results of their evaluations, the number of EV sites required in Prince George's County may change. We had thirteen (13) sites during the 2022 election cycle. The number of voters during a Presidential Election cycle is generally higher than the Gubernatorial Election cycle.

2024 Primary Election Candidate Filing – Candidate filing is open from January 19, 2023, through February 9, 2024. To date no candidates have filed.

New Election Equipment – SBE has determined that the new e-poll books will not be ready for the 2024 elections.

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.

Ms. Janet Smith, SBE, joined the meeting via Microsoft Teams and provided information on the processing of information provided by ERIC, NCOA, and the United States Postal Service (USPS) yellow stickers. Please note: Individuals can go to the SBE website to update their voter registration information.

#### **PERSONNEL –**

- Systems Analyst II. Incumbent resigned and the hiring justification documentation was forwarded to the Deputy Chief Administrative Officer (DCAO) for approval.
- Administrative Aide IV. Incumbent was promoted to Elections Operations Manager. Hiring justification documentation will be prepared and forwarded to the DCAO for approval.
- Elections Administrator. The vacancy advertisement closed; however, there was a limited number of qualified applicants. The position will repost for thirty (30) days. The applicants that have already applied do not need to reapply.
- The IT Manager started today, and an Executive staff meeting is scheduled for tomorrow.

#### **OLD BUSINESS –**

- The 2024 Election Calendar was distributed last month. If you have any questions, please refer to it or contact Ms. Honesty-Bey with your questions.
- Moissette Sweat's submitted a Maryland Public Information Act (MPIA) request and her team met with BOE staff and Mr. Adams, Board Attorney, the last week of August. The team worked for several hours, and it was determined that SBE or BOE staff would prepare a CD with images to review. Ms. Honesty-Bey will keep the Board updated on progress. Mr. Adams noted that the staff was very professional and accommodating.

**LEGAL** – Mr. Adams provided an update on his firm's contract with the BOE.

#### **NEW BUSINESS –**

- The Biennial Meeting is scheduled for October 19, 2024, in Annapolis. This is a mandatory meeting for Board Members and Managers. Please let Ms. Honesty-Bey know if you have special circumstances.
- A copy of the By-Laws was distributed. Ms. Deegan noted a couple of changes. The BOE will vote to adopt the revised By-Laws at the October 2, 2023, meeting.

Board of Elections  
September 11, 2023  
Page 3

**NEXT MEETING** – The next regular meeting is scheduled for Monday, October 2, 2023, at 5:30 p.m., and it will be held in-person at the Elections Office.

A motion was made by Ms. Lundy, seconded by Ms. Tignor, and duly passed to adjourn the meeting at 6:30 p.m.

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Beatrice P. Tignor, President

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Anita C. Jones, Recording Secretary

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Date