

**MEETING OF THE
PRINCE GEORGE'S COUNTY BOARD OF ELECTIONS
1100 MERCANTILE LANE, SUITE 115A
LARGO, MD 20774
MONDAY, OCTOBER 2, 2023**

PRESENT: Beatrice P. Tignor, President, Democratic Member
Roberta B. Deegan, Vice President, Republican Member
Faye M. Howell, Democratic Member
Felecia N. V. Pratt, Democratic Member
Terri L. Williams, Democratic Member
Carletta L. Lundy, 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: LaVerne P. Scott, Substitute 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. Lundy was seated for Ms. Howell (delayed in traffic). There were two guests, Lee Havis and Glenn Davis.

MINUTES

Ms. Deegan made one correction to the minutes (the date of the biennial meeting is October 19, 2023). A motion was made by Ms. Deegan, seconded by Ms. Lundy, and duly passed accepting the minutes for the September 11, 2023, regular meeting as corrected.

ADMINISTRATOR'S REPORT

Correspondence – None.

Lessons Learned – Elections Operations staff conducted evaluation sessions with Chief Judges. The sessions were very successful. Chief Judges requested additional training on set-up and break-down of voting equipment. The comments will be compiled, and a report will be available to the Board.

Early Voting Sites – The State Board of Elections (SBE) completed their review of the number of registered voters to determine the number of Early Voting sites required. Based on the results, Prince George's County was directed to remove one of their sites. The Baden ES site had the lowest voter count during past elections. A motion was made by Ms. Deegan, seconded by Ms. Williams, and duly passed to remove Baden ES as an Early Voting site. It will continue to be a polling place on Election Day.

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

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.

PERSONNEL –

- Systems Analyst II. Position posted September 29, 2023.
- Administrative Aide IV. Position posted September 29, 2023.
- Elections Administrator. Position was reposted September 12, 2023, and closes on October 12, 2023.
- Budget Analyst IG. Waiting for approval by the Office of Human Resources Management (OHRM).
- Citizen Services Specialist IIIG. Waiting for approval by the OHRM.

OLD BUSINESS –

- Reminder – The Biennial Meeting is scheduled for October 19, 2023, in Annapolis.
- By-Laws – The By-Laws were discussed. A motion was made by Ms. Deegan, seconded by Ms. Pratt, and duly passed accepting the By-Laws as presented.
- Welcome Back/Election Kick-Off Event – The event was very well received.

LEGAL – Mr. Adams provided an update on his firm’s contract with the BOE and will provide the names of candidates at the next meeting.

NEW BUSINESS –

- Open Meetings Act – Ms. Tignor, Ms. Deegan, and Ms. Lundy are certified. Certification is available on-line. Ms. Honesty-Bey will send the link to the Board if others would like to get certified.
- Voter Registration – Ms. Williams shared her experience with attending voter registration events. We should let the community know who we are and provide outreach. Ms. Howell asked about a list of voter registration/outreach events. Ms. Honesty-Bey noted that the event schedule is updated as volunteers are trained to conduct voter registration.
- Ballot Instructions – “Can we ask the SBE to add a note to the ballot completion instructions that voters should not use felt-tip pens?”

NEXT MEETING – The next regular meeting is scheduled for Monday, November 6, 2023, at 5:30 p.m., and it will be held in-person at the Elections Office.

A motion was made by Ms. Pratt, seconded by Ms. Deegan, and duly passed to adjourn the meeting at 6:20 p.m.

Beatrice P. Tignor, President

Anita C. Jones, Recording Secretary

Date