

Board of Supervisors of Elections Meeting
Tuesday, February 2, 2020
4 PM
VIRTUAL MEETING

MINUTES

Registration Link

Register in advance for this webinar:

https://zoom.us/webinar/register/WN_8y9hvjoZQ0mhmEMuXKDDzA

After registering, you will receive a confirmation email containing information about joining the webinar.

1. Call to Order (4:00 PM)

The meeting was called to order at 4:06 PM. Laura Reams, Sean Corcoran, Greta Mosher, Zach Peters, Lisa Pineda, and Ann Frankle were present.

2. Approval of Minutes

The submitted minutes were approved unanimously.

3. Ballot Scout Demo (4:10 – 5:00 PM)

Ms. Reams presented the group with the capabilities of the Ballot Scout ballot tracking software that was being considered for the 2021 City Election. The Board responded favorably to integrating the tool into the election.

4. Q&A with Takoma Park Board of Elections (tentative) (5:00 PM)

The Board spoke with Jessie Carpenter, City Clerk for Takoma Park, and discussed the operation of their vote by mail election and reflected on what could be done differently or improved. The group was provided with a report of the election for their review.

5. Election 2021 Updates

a. Ballot Drop Box

b. Mail Vendor Updates

i. Envelope Proofs

c. Outreach

i. Election Postcard #1 (Mailed) & #2 (Draft)

ii. High School Outreach

iii. General Voter Outreach Events

d. Confirm Dates/Times for Ballot Intake

e. Candidate Info Session Review

The Board was informed of partnerships being sought with ballot box vendors and had identified the vendor best suited for the election, American Security Cabinets. It was relayed that Fort

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Orange Press would provide mailing services and the group would need to decide upon the language, style, and instructions for the ballot itself.

Different methods of outreach were discussed, and it was agreed that postcards would be sent as at least one (1) of three (3) preparatory notifications. Locations for outreach events consisting of flyer distributions and voter registration were considered.

Ms. Reams presented the Board with a tentative schedule for ballot intake sessions that would create several four (4) hour shifts. Availability was determined and a tentative roster for each session was confirmed.

The group reviewed the responsibilities and goals for the candidate information session and provided comments and suggestions for edits.

6. Review upcoming BOSE meeting calendar

It was determined that the next meeting would be scheduled for February 16, 2021 and the frequency of BOSE meetings would increase as the 2021 election neared.

The meeting adjourned at 5:15 p.m.