

Announcements & Important Meetings

Welcome to SBE

Melissia Dorsey is joining the election community as the Director of Election Reform and Management. She has a legal background and comes to us from the Maryland Commission on Civil Rights. Melissia has an extensive knowledge of ADA requirements and anti-discrimination laws. She has expressed great interest and enthusiasm to learn Maryland's election process and share her knowledge to contribute to Maryland's continued election growth, changes and challenges ahead.

Election Directors' Meetings

We hosted an election directors' meeting on July 15. Topics discussed included an update on the pollbook project, various voter registration issues. A summary of the meeting is provided with the County Bulletin when it is complete.

SBE's Biennial Meeting and Maryland Association of Election Officials' (MAEO) Annual Conference

The State Board's legally mandated meeting will be held in conjunction with MAEO's annual conference. MAEO's conference will begin Sunday, August 22 through Friday, August 27. SBE's Biennial day will be Wednesday, August 25. I would like to recognize the efforts of Mary Wagner, SBE's liaison to MAEO for this conference, in organizing our conference planning efforts.

Election Reform and Management

Mail-In Voting: Usability Review

[Chapter 56 \(Senate Bill 683\)](#) and [House Bill 1048](#) (effective June 1, 2021) requires that we have a usability expert review and provide recommendations on mail-in voting information available to voters. The University of Baltimore (UBalt) held focus groups for local board representatives and testing sessions with potential voters. Using the information from these sessions, UBalt will participate in this meeting and share its proposed mail-in ballot request form. Recommendations on other mail-in voting materials and information will be forthcoming.

Mail-In Voting: Procurement of Vendor

The deadline to submit technical and financial proposals for the procurement of a vendor to print, insert, and mail ballot packets for the 2022, 2024, and 2026 elections was July 16. Only vendors who are certified to print ballots and submitted sample ballot packets were eligible to submit a technical and financial proposal. Seven proposals were received, and our review of the technical proposals has begun.

Voter Registration

MDVOTERS

Refresher training is being conducted on "district and precincts." This will assist the local boards with cleaning up their street files prior to the upcoming redistricting and reapportionment process.

The Maryland Democratic Party is making changes to how central committee candidates file for office. There is now a new gender designation - "non-binary." All development to support this change, including the "Certificate of Candidacy" and ballot contest headings, has been implemented within MDVOTERS.

MDVOTERS Audits

On a monthly basis, audits are performed on the local boards of elections' processing of Electronic Registration Information Center (ERIC) reports, Department of Health and Mental Hygiene (DHMH) death records, Administrative Office of the Courts (AOC) felony records, and the processing of overall voter

registration records. Follow up is conducted with the local boards to ensure all corrections are completed and to address any training issues. On a monthly basis, a minimum of 144 audits are conducted.

MVA Data

SBE is working with MVA to collect information on individuals who have surrendered their licenses in another state. Correspondence has been developed and translated, and SBE will send letters that comply with the federal National Voter Registration Act (NVRA) guidelines.

SBE is also working with MVA to do a residential address comparison with MDVOTERS' "inactive" voters. SBE will send letters to "inactive" voters for whom MVA has a different residential address to request an updated address. This mailing will also comply with NVRA guidelines.

Both mailings will be sent the first week of August.

Motor Vehicle Administration (MVA) Transactions

During June, MVA collected the following voter registration transactions:

New Registration - 11,065	Residential Address Changes - 22,709
Last name changes - 2,742	Political Party Changes - 5,283

Non-Citizen Registration and Voting

Between June 19, 2021 and July 16, 2021, six voter records were cancelled due to a status of non-citizen. Two of these records have voting history from 2012 and 2020. These records will be forwarded to the Office of the State Prosecutor.

Andrea Trento, Jared DeMarinis, and Mary Wagner will meet with the Office of the State Prosecutor the first week of August to discuss how to best present findings to the State Board.

Candidacy and Campaign Finance (CCF) Division

Candidacy

The candidacy filings are currently scheduled by appointment, and as of July 21, 2021, 78 candidates have filed at SBE.

Campaign Finance

The next campaign finance report due is the 2022 Annual Report. However, independent expenditure entities and Super PACs must file disclosure reports within 48 hours after making disbursements or expenditures of \$10,000 or more.

County Public Financing Programs

Montgomery County: The disbursement period opened and as of July 21, 2021, the Montgomery County Public Election Fund made \$113,765 in disbursements to a certified candidate. On July 20, a second candidate requested certification and qualification for public funds; this candidate's filing is currently under review. Committees may file matching fund requests on the first and third Tuesday of every month. 15 candidates in Montgomery County have filed a notice of intent to participate in the program.

Howard County: Two candidates in Howard County have filed a notice of intent to participate in the program.

Baltimore County: Jared DeMarinis will attend a work group for the Baltimore County public financing program to assist in drafting legislation and answering questions.

Website Activity - May

The MD Campaign Reporting Information System (MD CRIS) website was visited by 217,853 individuals for an average of 7,261 per day. Additionally, it had 1,549,464 million hits. Each viewer looked at an average of over 7 page views per day.

The Business Contribution Disclosure System (BCDS) website had 844,306 hits, 49,455 visitors with an average of over 16 page views per day.

Enforcement

1. Pat McDonough Leadership Team paid \$250.00 on June 28, 2021 for the failure to include an authority line.
2. Committee to Elect Anthony Triplin paid \$100.00 on July 16, 2021 for the failure to record expenditure(s) on a campaign finance report.
3. Friends of Dana Beyer committee paid \$600.00 on July 20, 2021 for the failure to record all contributions and expenditures.
4. Friends of Dj (Donjuan) Williams committee paid \$100.00 on July 20, 2021 for disbursement by unauthorized method -Cash greater than \$25.00.
5. John Krowka for Board of Education committee paid \$200.00 on July 20, 2021 for the failure to record all contributions and expenditures.

Any differences in the fine amount for the same violation are due to certain extenuating circumstances, such as self-reporting, the number of transactions not reported, second or subsequent offenses, and if the violations occurred over multiple reports.

The Audit and Enforcement Unit (AEU) sent two notices to 59 political committees which have a vacancy in the position of the responsible officer. If vacancy occurs in the “responsible officer” position, the committee must promptly fill the vacancy. The committee may not engage in any financial activity until the vacancy is filled. If the committee fails to fill the vacancy, AEU will notify the Office of the State Prosecutor.

Voting System Division

Voting System Upgrade

After months of thorough testing, we no longer plan to present for certification a new software version (EVS6110) for our voting system. Although our goal was to upgrade the voting system and its associated software and hardware in 2021, we identified inefficiencies in portions of the software suite that would negatively impact the election calendar, processes and workflows used in Maryland. In keeping with SBE's goal to continuously enhance and improve elections, ES&S and SBE will proactively collaborate to ensure future software suites meet or exceed the standards and needs of Maryland.

Ballot Marking Device – Calibration Checks

SBE, in conjunction with the local boards of elections, will conduct additional screen calibration checks on a subset of ballot marking devices used during the 2020 General Election. This assessment will be in addition to the already completed post election maintenance. A checklist will be used to ensure the same steps are performed on all ballot marking device units with reported screen calibration issues. SBE expects this assessment to begin as early as Monday, July 26, 2021.

Project Management Office (PMO)

Inventory Management

The FY21 Inventory Audit started on February 1 and completed on June 30, 2021. The current statewide inventory audit completion is 96.65%. The reconciliation of the inventory audit is currently taking place in preparation for the annual inventory report submissions to the Department of General Services (DGS) in August and September.

FY2022 Pollbook Project

The PMO continued working on tasks related to the project that included the following areas of note:

- The pollbook Request for Proposal (RFP) solicitation is in the financial evaluation phase. Discussions about the requirements for Best and Final Offer (BAFO) requests of the vendors are on-going.
- Continued to share information with the local boards via monthly project status meetings, County Bulletins, and Election Directors' meetings.
- Continued to update and address questions from the Department of Information Technology (DoIT) and new developments into the pollbook Contingency Plan.
- Continued planning for the post-evaluation (e.g., BPW approval) and the implementation phase of the project.

Other

We are working with the local boards to identify additional number of voting booths, ADA tables, ballot and precinct carts that will be needed for the 2022 elections.

Information Systems & Technology and Security

Auxiliary Data Processing Centers

[House Bill 1048](#) of the 2021 Legislative Session requires applications for mail-in ballots be sent to all eligible voters at least 60 days prior to the elections. We expect that this mailing will result in the local boards receiving and needing to process a significant number of applications for the 2022 Primary and General Elections.

As they did for the 2020 General Election, the MVA has indicated its willingness to provide secure workspace and workstations for an auxiliary data processing center (if needed) to process mail-in ballot requests for the 2022 Primary and General Elections. Points of contact have been established and procedures have been documented for establishing secure data communication between the MVA data processing center and SBE's primary and secondary data centers.

Texting Solutions

Also to comply with [House Bill 1048](#) and [Chapter 56 \(Senate Bill 683\)](#), SBE's IT Division has been researching technology solutions for communicating to Maryland voters via text messaging. Several solutions have been identified and are undergoing more detailed analysis to determine the best solution for Maryland elections.

Hybrid Meeting Solutions

The IT Division is evaluating technology solutions to facilitate hybrid meetings at SBE headquarters. A hybrid meeting is defined as a meeting with a mixture of in-person and virtual participants. The participants must be able to interact effectively. Results are positive thus far.

National “TableTop the Vote” Exercise

Earlier this month, SBE participated in a nation-wide tabletop exercise sponsored by the federal Cybersecurity and Infrastructure Agency (CISA). SBE Cybersecurity brought together a team of 27 participants from information technology, cybersecurity, local boards, vendors and partners. The exercise was facilitated by Art Trechiel, Paula Paschall, one of SBE’s Regional Managers, and Tracey Hartman.

This exercise provided an opportunity to come together to plan for various scenarios and test and improve our response plans. This year’s exercise included discussions about relevant cybersecurity, misinformation/disinformation, and physical security threats before and during elections. Reactions to the exercises have been positive.

State of Maryland 

State Board of Elections – June 22, 2021 Meeting

Attendees (via conference call):

William G. Voelp, Chair
Patrick J. Hogan, Vice Chair
Malcolm L. Funn, Member
Severn Miller, Member
T. Sky Woodward, Member
Linda Lamone, Administrator
Andrea Trento, Assistant Attorney General
Nikki Charlson, Deputy Administrator
Donna Duncan, Assistant Deputy, Election Policy
Mary Cramer Wagner, Director of Voter Registration
Jennifer McLaughlin, Senior Policy Advisor
Tracey Hartman, Director of Special Projects

DECLARATION OF QUORUM PRESENT

Mr. Voelp called the meeting to order at 2:02 pm and declared that a quorum was present.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

APPROVAL OF MEETING MINUTES: MAY 27, 2021

Mr. Funn made a motion to approve the minutes from the May 27, 2021 open and closed meetings. Mr. Hogan seconded the motion. The motion passed unanimously.

ADMINISTRATOR'S REPORT

Mr. Voelp requested that only highlights of the Administrator's Report be presented verbally.

Thank you

Ms. Lamone announced that today was Mr. Hogan's last meeting as a member of the Board. Ms. Lamone presented Mr. Hogan with a Governor's Citation and thanked him for his many years of service on the Board as a member and vice-chair, for his leadership, especially during the pandemic, and for his many contributions to elections in Maryland. Mr. Voelp echoed Ms. Lamone's sentiment, stating that Mr. Hogan has a compassion for people and for doing the right thing and that he hopes they work together in the future. Mr. Funn stated that Mr. Hogan made him feel welcome on the Board and that his life is richer for having worked together. Mr. Hogan thanked everyone for the kind words. He stated that while he has served on many boards and commissions, the State Board of Elections is particularly special to him because it serves as the bedrock for everything else in state and local government. He thanked the staff at SBE and the local boards for making elections happen. He reiterated his words following the November election stating that it was an unmitigated success. He thanked the Chairman, the other Members, Ms. Lamone, Ms. Charlson, and all SBE staff for their help, patience, and professionalism over the years.

Announcements & Important Meetings

Welcome to SBE

Ms. Charlson reported that earlier this month, Jennifer McLaughlin joined SBE. Ms. McLaughlin comes to SBE with a wealth of state government and legislative knowledge and has jumped right

in to learn more about elections. She will be implementing many of the new requirements from the 2021 Legislative Session and supporting our efforts to prepare for the 2022 elections.

Election Directors' Meetings

We hosted an election directors' meeting on June 17. Topics discussed included an update on the pollbook project, various voter registration issues and an ongoing redistricting discussion. A summary of the meeting is provided with the County Bulletin when it is complete.

SBE's Biennial Meeting and Maryland Association of Election Officials' (MAEO) Annual Conference

The agenda for each meeting is being finalized and will be distributed soon. We appreciate the board members' interest in participating in these meetings.

U.S. Election Assistance Commission's (EAC) Advisory Committee Meetings

The federal Help America Vote Act establishes two committees to advise the EAC on various matters, including approving voting system standards. The EAC's [Board of Advisors](#) is made up of state and local election officials and individuals representing advocacy and other institutions, while the [Standards Board](#) is made up of state and local election officials (two from each state). Ms. Lamone serves on the Board of Advisors, and Ms. Charlson serves on the Standards Board.

This month, both boards are meeting virtually. The Standards Board met on June 17, and the Board of Advisors will meet on June 23. At the Standards Board meeting, the EAC updated the members on the EAC's work and the Cybersecurity and Infrastructure Agency (CISA) shared highlighted its Election Security Initiative.

Executive Order: National Institute of Standards and Technology (NIST) Research

On March 7, 2021, President Biden issued [Executive Order 14019 - Promoting Access to Voting](#). Section 7 - Ensuring Equal Access for Voters with Disabilities - requires NIST to evaluate how to make the online federal Voter Registration form accessible to people with disabilities and analyze barriers to private and independent voting for people with disabilities, including access to voter registration, voting technology, voting by mail, polling locations, and poll worker training. NIST's recommendations must be published by December 2. As part of its research, we spoke with NIST researchers on June 4 and shared with them our experiences with providing access for voters with disabilities. NIST also recently published a Request for Information to collect more information. The announcement is available in the [Federal Register](#), and comments are due by July 16, 2021.

Election Reform and Management

Mail-In Voting: Permanent Absentee List & Preferred Method of Communication

Ms. Charlson stated that one of the bills that passed the legislature required the creation of a permanent absentee list and for voters to specify how they prefer SBE to communicate with them. She stated that the implementation of these requirements is in progress and will be discussed later in the meeting.

Mail-In Voting: Usability Review

[Chapter 56 \(Senate Bill 683\)](#) and [House Bill 1048](#) (effective June 1, 2021) requires that we have a usability expert review and provide recommendations on mail-in voting information available to voters. The University of Baltimore (UBalt) held focus groups for local board representatives and

testing sessions with potential voters. Using the information from these sessions, UBalt will make recommendations to improve the usability of mail-in voting materials.

Ballot Printing, Inserting, and Mailing Procurement

Ms. Charlson stated that earlier this month, we issued a Request for Proposals (RFP) to print, insert, and mail ballots for the 2022, 2024, and 2026 elections. We held a pre-proposal conference on June 15, and several vendors attended and requested additional information. There are three deadlines for this procurement - one for submitting ballots for certification (June 29), one for submitting sample ballot packets (July 9), and one for submitting a technical and financial proposal (July 15). A vendor's ballots must be certified, and ballot packets approved before the vendor can submit a technical and financial proposal.

Voter Registration

MDVOTERS

Ms. Wagner stated that the MDVOTERS 8.0 software release scheduled for installation the weekend of June 26 and 27 will include the ability to record a voters' option to have a mail-in ballot sent for each election and choose the method for ballot delivery. The software will also include the ability to record how a voter wishes to receive communication from the election office. These are legislative requirements of SB 683 and HB 1048.

MDVOTERS Audits

Ms. Wagner reminded everyone that monthly audits are performed by Janet Smith on the local boards of elections' processing of Electronic Registration Information Center (ERIC) reports, Department of Health and Mental Hygiene (DHMH) death records, Administrative Office of the Courts (AOC) felony records, and the processing of overall voter registration records. Follow up is conducted with the local boards to ensure all corrections are completed and to address any training issues. On a monthly basis, a minimum of 144 audits are conducted.

MVA Data

SBE is working with MVA to collect information on individuals who have surrendered their licenses in another state. Correspondence has been developed and translated and SBE will be coordinating this effort to send out mailings in accordance with the National Voter Registration Act (NVRA) guidelines.

SBE is also working with MVA to do a residential address comparison with MDVOTERS' "inactive" voters. Correspondence will be sent to these "inactive" voters to request an updated address. This will be in accordance with the National Voter Registration Act (NVRA) guidelines.

Motor Vehicle Administration (MVA) Transactions

During May, MVA collected the following voter registration transactions:

New Registration - 10,975	Residential Address Changes - 18,959
Last name changes - 2,706	Political Party Changes - 4,817

From January 1, 2021 to May 30, 2021 data collected and processed from MVA is as follows:

New Registration - 48,059	Residential Address Changes - 92,645
Last name changes - 11,805	Political Party Changes - 21,376

Non-Citizen Registration and Voting

Between May 30, 2021 and June 18, 2021, 9 voter records were cancelled due to a status of non-citizen. Two of these records have voting history from 2014 and 2016. These records will be forwarded to the Office of the State Prosecutor.

In response to a request from Chairman Voelp, Mr. Trento agreed to work with the Office of the State Prosecutor to report the findings of any non-citizen with voting history forwarded to their office.

Candidacy and Campaign Finance (CCF) Division

Candidacy

The candidacy filings are currently scheduled by appointment, and as of June 15, 2021, 39 candidates have filed at SBE.

Campaign Finance Website Activity - May

The MD Campaign Reporting Information System (MD CRIS) website was visited by 235,909 individuals for an average of 7,609 per day. Additionally, it had 1,690,686 million hits. Each viewer looked at an average of nearly 6 page views per day. During April there were a similar number of inquiries and views.

The Business Contribution Disclosure System (BCDS) website had 977,350 hits, 74,919 visitors with an average of nearly 12 page views per day. The last BCDS report was due 6/1/2021.

Enforcement

Friends of Laurie-Anne Sayles committee paid \$600.00 on June 6, 2021 for the failure to record all contributions and expenditures.

Project Management Office (PMO)

Inventory Management

The FY21 Inventory Audit started on February 1 and will conclude on June 30, 2021. The current statewide inventory audit completion is 95.34%.

FY2022 Pollbook Project

Ms. Charlson stated that the PMO continued working on tasks related to the project, including:

- The procurement is in the evaluation phase with the technical evaluation scheduled to conclude on June 22 and the full evaluation (technical and financial) currently scheduled to be completed on July 2.
- The project team continues to share information with the local boards via monthly Election Directors' meetings, project status meetings, and the *County Bulletin*.
- The project team also continues to update and address questions and new developments into the pollbook Contingency Plan and plan for the post-evaluation (e.g., BPW approval) and the implementation phases of the project.

In response to a question from Mr. Funn, Ms. Charlson confirmed that SBE is looking for a new vendor for the pollbooks, as well as hardware. She explained that a Request for Proposals was issued earlier this year, and the responses from vendors are currently being evaluated. In response to a follow-up question from Mr. Funn, Ms. Charlson stated that while we don't know the cost of the new pollbooks, we have been planning for new pollbooks and all financing options are being evaluated.

In response to a question from Mr. Voelp regarding the disposition of referrals to the State Prosecutor, Mr. Trento stated that he would find out what he can and report back.

ASSISTANT ATTORNEY GENERAL'S REPORT

Mr. Trento gave the following update:

1. *Fusaro v. Davitt et al.*, No. 20-1879 (U.S.C.A. for the 4th Cir.). No change from the last update. Plaintiff Dennis Fusaro brought a complaint in federal court alleging that Maryland violates the First and Fourteenth Amendments by limiting access to the voter list to Maryland voters and only for purposes related to the electoral process. On September 4, 2018, the State defendants' motion to dismiss the complaint was granted, and the plaintiff appealed. On July 12, 2019, the Fourth Circuit vacated the dismissal order, and remanded the case for further proceedings. The parties then conducted discovery and briefed dispositive summary judgment motions. On July 14, 2020, the Court awarded Summary Judgment to the defendants on the issue of whether the "electoral process" requirement was unconstitutionally vague and declined to reach the issue of whether Maryland's registered voter requirement violates the First Amendment. Plaintiff has appealed to the United States Court of Appeals for the Fourth Circuit, and briefing is now complete. Oral argument has not yet been scheduled.
2. *Johnson v. Prince George's County Board of Elections*, No. CAL16-42799 (Cir. Ct. Prince Georges Cnty.). No change from the last update. This case involves a challenge under the U.S. Constitution and Maryland Constitution and Declaration of Rights to the SBE's alleged failure to provide information and access to voter registration and voting resources to eligible voters detained by the Prince Georges County Department of Correction during the 2016 election. The case had been originally filed in the Circuit Court for Prince Georges County but was removed on the basis of the federal claims asserted by the Plaintiffs. On February 27, 2018, the U.S. District Court for the District of Maryland granted SBE's motion to dismiss the Plaintiffs' federal claims, declined to exercise jurisdiction over the state claims, and remanded the case to the Circuit Court for further proceedings. The parties are awaiting further direction from the court.
3. *National Federation of the Blind, Inc., et al. v. Lamone et al.*, No. 1:19-CV-02228-ELH (U.S. District Court, D. Md.). On August 1, 2019, the National Federation of the Blind ("NFB"), NFB's Maryland chapter, and three individual plaintiffs filed a lawsuit against the State Administrator and the individual members of the State Board of Elections alleging that SBE's BMD policy has, in practice, violated the rights of voters with disabilities "to an equal opportunity vote in person by a secret ballot," in violation of Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Plaintiffs seek an order requiring the State Board "in all future elections to offer BMDs to every in-person voter as the default method of voting, with paper ballots offered only to those voters who affirmatively opt out of using the BMD or in cases where there are long lines of people waiting to vote." On September 3, 2019, defendants filed a motion to dismiss the complaint, and on September 20, 2019, plaintiffs filed a motion for a preliminary injunction, seeking relief in time for the November 2020 election. On February 10, 2020, the court denied the defendants' motion to dismiss, and denied the plaintiffs' motion for preliminary injunction, and the parties proceeded to discovery. On October 6, 2020, the parties filed a joint motion to extend the discovery deadline to December 9, 2020, which was granted by the Court. On November 12, 2020, the parties filed a joint motion to stay the case for 60 days to allow for a focused period of settlement discussions, which was also granted by the Court. The parties have agreed in principle on the terms of a final resolution of this case and are in the process of negotiating the terms of a settlement

agreement. The stay has since been extended several times and is now set to expire August 2, 2021.

4. *Chong Su Yi v. Hogan*, Nos. 464985, 466396, 480720, 480721, 480722, 480723 (Cir. Ct. Montgomery Cty.). On September 8, 2019, plaintiff Chong Su Yi filed two complaints in the Circuit Court for Montgomery County challenging the results of Maryland's 2018 elections, and naming Governor Larry Hogan as defendant (Nos. 464985, 466396). Specifically, Mr. Yi argued that the results of that election are invalid because of the use of religious facilities as polling places, that the State's use of "scanners" to tabulate ballots is unconstitutional and/or not permitted by federal law, and that the State's identification of candidates' party affiliations on the general election ballot is not permitted by State law. Mr. Yi amended his complaints, and in January 2019 both of his amended complaints were dismissed by the Circuit Court. On January 21, 2020, Mr. Yi appealed from the dismissal in No. 466396. (Mr. Yi had also previously filed interlocutory appeals from non-final orders, but these were dismissed by the Court of Special Appeals.) On November 4, 2020, the Court of Special Appeals dismissed Mr. Yi's appeal for failure to file a civil information report, but on November 30, 2020 granted Mr. Yi's motion for reconsideration and reinstated the appeal. The appeal is now fully briefed, and on June 21, 2021 the Court of Special Appeals indicated that it would be ruling on the case without oral argument. Meanwhile, on March 6, 2020, Mr. Yi filed four complaints in the Circuit Court for Montgomery County (Nos. 480720, 480721, 480722, 480723) asserting substantially identical claims to those asserted in his prior two complaints. Beginning on May 15, 2020, Mr. Yi filed amended complaints in these actions, this time adding the State of Maryland as a Defendant in addition to Governor Hogan. Defendants filed motions to dismiss and/or for summary judgment as to these complaints, and on August 25, 2020 those motions were granted. After moving for reconsideration unsuccessfully, on October 9, 2020, plaintiff filed notices of appeal to the Court of Special Appeals in each of these matters. Plaintiff also sought waivers of the filing fees associated these appeals, which were denied. On January 6, 2021, the Court of Special Appeals dismissed the appeals for failure to pay the filing fee. On February 4, 2021, plaintiff filed a petition for writ of certiorari in the Court of Appeals, and also requested waiver of the filing fees. The Court of Appeals granted Mr. Yi's request for waiver of filing fees. On April 23, 2021, the Court denied Mr. Yi's petition for certiorari.
5. *Bravo, et al. v. Pelosi, et al.*, No. 6-21-cv-162 (W.D. Tex.). On February 22, 2021, several individual plaintiffs filed a purported class action complaint on behalf of "all 328 million Americans deprived of an elected form of government" by the conduct of government official and private sector defendants. The named defendants include President Biden and Vice President Harris, all current members of the U.S. Congress, all Governors and Secretaries of State of the 50 states (including Governor Hogan and Secretary Wobensmith), the Democratic and Republican National Committees, the Democratic Congressional and Senate Campaign Committees, Facebook and its CEO (Mark Zuckerberg), Twitter and its CEO (Jack Dorsey), Sapphire Strategies (a Democratic consultancy) and several of its employees, the National Vote at Home Institute and its CEO (Amber McReynolds), the Center for Tech and Civic Life, Mike Podhorzer and Beto O'Rourke. The theory of the case is that, beginning in 2019, and continuing into and during the election of 2020, the defendants conspired to enact laws (or refuse to enact laws) and promulgate rules that violated HAVA and the Civil Rights Act of 1960, and violated the Plaintiffs' First Amendment Rights. The plaintiffs are pursuing constitutional and RICO conspiracy claims against the defendants and seek a restraining order against the "illegitimate Congress and Executive Branch" and an order that the election be redone.

On June 10, 2021, a Second Amended Complaint was filed. We are currently evaluating the complaints.

APPROVAL OF REGULATIONS-COMAR 33.11 - ABSENTEE BALLOT AND COMAR 33.17 - EARLY VOTING

Ms. Charlson presented for adoption proposed amendments to COMAR 33.11.02.03, 33.11.03.06, 33.11.05.07, 33.17.04.03, and 33.17.04.06. The proposed changes related to this implementation are:

1. 33.11.02.03 (Absentee Ballot – Applications): This proposed change incorporates requirements from Chapter 524 of the 2018 Laws of Maryland (House Bill 1331). This law requires that a voter who wants to receive an electronic absentee ballot to provide a driver's license number or Maryland identification number, the last four digits of the voter's driver's license or identification card was issued, and other information identified by the State Board that is not generally available to the public but is readily available to the applicant. This text was previously added to Regulation .02 (Formal Request) but was never added to Regulation .03 (Informal, Written Requests).
2. 33.11.03.06 (Absentee Ballots – Issuance and Return): This regulation codifies the requirement from the 2020 elections that the local boards notify voters who returned a voted ballot without signing the return envelope. Implementing this process statewide means that more ballots were counted than in prior elections.
3. 33.11.05.07 (Absentee Ballots – Rejecting Federal Write-in Ballots): This proposed change aligns the regulation with Chapter 463 of the 2015 Laws of Maryland (House Bill 884). This law repealed the requirement to reject an absentee ballot if the voter died before election day, but this regulation was not updated to reflect this change.
4. 33.17.04.03 and .06 (Early Voting – Equipment and Materials): For the 2018 elections, the State Board changed its policy and required the local boards to deploy ballots and other contingency supplies in case a court ordered extended voting hours during early voting. The proposed change to 33.17.04.03 updates the regulation to reflect the current State Board policy.

The proposed change to 33.17.04.06 aligns this regulation with 33.11.03.06E, which authorizes the collection of voted absentee ballots at early voting centers and polling places. This regulation was not updated when the process established in 33.11.03.06E was approved.

Ms. Charlson stated that she reviewed the regulations with the Maryland Association of Election Official's regulation committee, the members of which did not have any substantive changes to the proposed amendments.

In response to a question from Mr. Voelp, Ms. Charlson confirmed that of the proposed amendments, one is a policy change (33.11.03.06) and the other amendments are bringing the regulations in line with current law.

Mr. Hogan made a motion to approve the proposed amendments as presented by Ms. Charlson. Mr. Miller seconded the motion. It passed unanimously.

APPROVAL OF MAIL-IN BALLOT REQUEST FORM FOR 2022 ELECTIONS

Ms. Charlson presented for approval the proposed mail-in ballot application for the 2022 elections. She stated that the changes to the application include the option for the permanent absentee list and the voter's preferred method of contact. Ms. Charlson clarified however that the mail-in ballot application is one of the documents included in the useability study in progress at the University of Baltimore. Therefore, further changes to the mail-in ballot application may be necessary once the results of the study are complete.

There was a discussion about the content of the application. Mr. Hogan suggested changing, in section 4, "Democrat" to "Democratic," which Ms. Charlson stated could be made. The remainder of the discussion focused on how to address the preference of the Board to deliver ballots by mail, rather than internet delivery. Mr. Hogan suggested adding the word "Preferred" next to the U.S. Mail option, as was the case for the application in 2020. Mr. Trento, however, cautioned that use of the word "preferred" may discourage those who need internet delivery from selecting that option. Mr. Funn suggested highlighting in a different color the note on the left-hand side of section 7, to which Ms. Charlson responded that the useability committee could review how to emphasize the text of the note.

In response to a process question from Ms. Woodward, Ms. Charlson clarified that teams of election officials duplicating the ballots do not see a voter's personal information. Only the ballot is duplicated, not any part of the envelope or oath.

Mr. Voelp stated his concerns. The first was the use of "Democrat" versus "Democratic" which he noted had already been addressed by Mr. Hogan. Second, he inquired about including a note on the application stating that unaffiliated voters would not get a primary ballot. Ms. Charlson stated that that information is listed on the voter registration application and can be included in the instructions accompanying mail-in ballot application. He also suggested that the note to the left-hand side of section 7 should include a statement noting that voters must provide their own postage when returning an internet-delivered ballot. Finally, Mr. Voelp shared his concern about the wording used for the "All Other Elections" option.

In response to a question from Mr. Voelp regarding changes could be made today versus what changes should wait until after the useability study is completed, Ms. Charlson responded that "Democratic" could be changed to "Democrat," and that "Preferred" could be added to the U.S. Mail option in Section 7 but noted Mr. Trento's opinion on the use of the word "Preferred." She also stated that adding "See Note" after the Internet Delivery option in section 7 could be, but that highlighting the left-hand side note in Section 7 should be left for the useability committee to study. Mr. Funn and Ms. Woodward both agreed with Mr. Trento regarding use of the word "Preferred" and were in favor of use of "See Note" instead.

Mr. Hogan made a motion to approve the form as presented with the following changes: 1) In section 4, "Democrat" changed to "Democratic," and 2) In section 7, add "See Note" after the option to select Internet delivery. Mr. Funn seconded the motion. The motion passed unanimously.

ELECTRONIC PETITION SIGNATURE INFORMATION

Ms. Duncan, with the assistance of Mr. Trento, proposed the September board meeting to present more information and a possible solution or plan for the permanent acceptance of electronic petition signatures, including possible regulations for such a plan. Pending any substantive changes from the Board or the public to proposed regulations, new regulations allowing for the permanent acceptance of electronic petition signatures could take effect early next spring.

There were no questions or objections from the Board regarding the proposed schedule. Mr. Voelp suggested that the interested parties should be able to review the proposal and therefore what is proposed at the September meeting may not be voted on until October.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Mr. Funn disclosed a \$100.00 contribution to Rachel Jones. There were no other campaign disclosures.

SCHEDULE NEXT MEETING

The next meeting is scheduled for Thursday, July 22, at 2 p.m.

CLOSED SESSION – LEGAL ADVICE & SECURITY

Mr. Voelp requested a motion to close the board meeting under General Provisions Article, §3-305(b) (1), (7) and (8), which permits closing a meeting to discuss compensation of officials over whom the State Board has jurisdiction, receive advice from counsel, and consult with staff about pending or potential litigation. Mr. Hogan made a motion to convene in closed session under General Provisions Article, §3-305(b)(1), (7) and (8), and Mr. Miller seconded the motion. The motion passed unanimously.

The motion having passed, the Board met in closed session in accordance with exemptions defined in (b)(1), (7) and (8) of Section 3-305 of the Open Meetings Act to discuss compensation of officials over whom the State Board has jurisdiction, receive advice from counsel, and consult with staff about pending or potential litigation.

The closed session began at 3:15 pm. Mr. Voelp, Mr. Hogan, Mr. Funn, Mr. Miller, and Ms. Woodward attended the closed meeting. In addition to the board members, Mr. Williams, Ms. Lamone, Ms. Charlson, and Mr. Trento, and Ms. Duncan attended the closed meeting.

During the closed session, Ms. Charlson presented three compensation requests submitted by two local boards of elections. The requests were one-time step adjustments for two individuals employed by local boards of elections and a salary request for a candidate for a vacant position at a local board of elections. Ms. Lamone provided her recommendations on each request, and the members considered each request separately.

Mr. Funn made a motion to accept Ms. Lamone's recommendation for the one of the requested step adjustments, and Mr. Miller seconded the motion. The motion failed 2-2. (One member lost video connection at the time of the vote, but since State law requires a supermajority vote for a motion to pass, the motion would have failed even with the member's affirmative vote.)

Mr. Hogan made a motion to accept Ms. Lamone's recommendation for the salary request for a candidate for a vacant position, and Ms. Woodward seconded the motion. The motion passed unanimously.

Mr. Hogan made a motion to accept Ms. Lamone's recommendation for the remaining step adjustment, and Ms. Woodward seconded the motion. The motion passed unanimously.

Mr. Trento provided legal advice on potential or pending litigation.

Mr. Hogan made a motion to adjourn the closed meeting. The motion passed unanimously.

The closed meeting adjourned at 4:07 pm.

ADJOURNMENT

The open meeting adjourned at 3:15 pm.

Maryland Application for Mail-in Ballot

Register to Vote 1 You must be registered to vote a mail-in ballot. If you are not registered to vote in Maryland and want to register, contact your local election office listed on the attached sheet or go to elections.maryland.gov.

Print your name. 2 Last name _____ Jr Sr II III IV
Use black or blue ink. First name _____ Middle name or initial _____

Election 3 You can sign up for a mail-in ballot for the 2022 elections or for all elections.
 Primary Election (June 28, 2022) only Both the 2022 Primary and General Elections
 General Election (November 8, 2022) only All Elections – 2022 and beyond

Political Party 4 Select the party you are or want to be affiliated with:
 Democrat Republican Unaffiliated (independent of any party) Libertarian Green
 Bread and Roses Working Class Other: Specify _____

About you 5 Birthdate | M | M | / | D | D | / | Y | Y | Y | Y | Phone | | | | - | | | | - | | | |

Your current address & how to contact you 6 Address _____ Apt. number _____
City/Town _____ State _____ Zip Code | | | | | |
Email _____
Print your current residential address.
DO NOT write a temporary address used for school, work, or travel. If you want to get your ballot by U.S. Mail, you can put that address in Section 6.
If we need to contact you, please tell us how you would like us to reach you.
 Mail Email (at address above) Text (at number above)

How do you want to receive your ballot? 7 Choose one:
 U.S. MAIL
I want my ballot for the 2022 **PRIMARY ELECTION** mailed to:
 Same as above The address below
Address _____ Apt. number _____
City/Town _____ State _____ Zip Code _____
I want my ballot for the 2022 **GENERAL ELECTION** mailed to:
 Same as above The address below
Address _____ Apt. number _____
City/Town _____ State _____ Zip Code _____
I want my ballot for **ALL OTHER ELECTIONS** mailed to:
 Same as above The address below
Address _____ Apt. number _____
City/Town _____ State _____ Zip Code _____
 INTERNET DELIVERY We will email you an internet link to open your ballot and print it yourself.
Email address _____
Maryland Driver's License or ID Card Number | - | | | - | | | | - | | | | - | | | |
Issue Date | M | M | / | D | D | / | Y | Y | Y | Y |
Last 4 digits of Social Security number XXX-XX- | | | | | | | |
 FAX fax number | | | | - | | | | - | | | |

Signature 8 (required)
Anyone can help you fill out this form except
• A candidate on your ballot
• Your employer or an agent of your employer
• An officer or agent from your union
Voter's Signature (required) _____
Today's Date | M | M | / | D | D | / | Y | Y | Y | Y |
Assistance Signature (required if you had help)
Under penalty of perjury, I hereby certify that this voter needed help with this form because he or she has a disability or is unable to read or write. The voter authorized me to complete this form. If the voter could not sign this form, I printed the voter's name and wrote my initials.
sign: _____
print: _____

Maryland State Board of Elections

State Board of Elections

P.O. Box 6486
Annapolis, MD 21401-0486
800-222-8683 or 410-269-2840
MD Relay Service 800-735-2258
elections.maryland.gov
info.SBE@maryland.gov

Local Election Offices

Allegheny County

701 Kelly Rd., Ste. 231
Cumberland, MD 21502
301-777-5931
301-777-2430 (fax)
elections@alleghenygov.org

Anne Arundel County

P.O. Box 490
Glen Burnie, MD 21060
410-222-6600
410-222-6824 (fax)
elections@aacounty.org

Baltimore City

Benton Office Bldg.
417 E. Fayette St., Rm. 129
Baltimore, MD 21202-3432
410-396-5550
410-727-1775 (fax)
410-783-7394 (fax)
election.judge@baltimorecity.gov

Baltimore County

11112 Gilroy Rd., Ste. 104
Hunt Valley, MD 21031
410-887-5700
410-832-8493 (fax)
elections@baltimorecountymd.gov

Calvert County

30 Duke St., Lower Level
P.O. Box 798
Prince Frederick, MD 20678
410-535-2214
410-535-5009 (fax)
elections@calvertcountymd.gov

Caroline County

Health & Public Services Bldg.
403 S. Seventh St., Ste. 247
Denton, MD 21629-1378
410-479-8145
410-479-5736 (fax)
election@carolinemd.org

Carroll County

300 S. Center St., Rm. 212
Westminster, MD 21157
410-386-2080
410-876-3925 (fax)
ccboe@carrollcountymd.gov

Cecil County

200 Chesapeake Blvd.
Ste. 1900
Elkton, MD 21921-6395
410-996-5310
888-979-8183 (fax)
voting@ccgov.org

Charles County

P.O. Box 908
La Plata, MD 20646-0908
301-934-8972
301-870-3167
301-934-6487 (fax)
elections@charlescountymd.gov

Dorchester County

501 Court Ln., Rm. 105
P.O. Box 414
Cambridge, MD 21613-0414
410-228-2560
410-228-9635 (fax)
brittanym.phillips@maryland.gov

Frederick County

340 A Montevue Ln.
Frederick, MD 21702
301-600-8683
301-600-2344 (fax)
electionboard@frederickcountymd.gov

Garrett County

2008 Maryland Hwy, Ste. 1
Mountain Lake Park, MD 21550
301-334-6985
301-334-6988 (fax)
sfratz@garrettcountry.org

Harford County

133 Industry Ln.
Forest Hill, MD 21050-1621
410-638-3565
410-638-3310 (fax)
elections@harfordcountymd.gov

Howard County

9770 Patuxent Woods Dr. Ste. 200
Columbia, MD 21046
410-313-5820
410-313-5833 (fax)
tiffany.ferrell1@maryland.gov

Kent County

135 Dixon Dr.
Chestertown, MD 21620
410-778-0038
410-778-0265 (fax)
cheemoandia.blake@maryland.gov

Montgomery County

P.O. Box 10159
Rockville, MD 20849-0159
240-777-8550
TDD 800-735-2258
240-777-8560 (fax)
absentee@montgomerycountymd.gov

Prince George's County

1100 Mercantile Ln., Ste. 115A
Largo, MD 20774
301-341-7300
TDD 301-726-3352
301-341-7399 (fax)
election@co.pg.md.us

Queen Anne's County

110 Vincit St., Ste. 102
Centreville, MD 21617
410-758-0832
410-758-1119 (fax)
qac.elections@maryland.gov

St. Mary's County

P.O. Box 197
Leonardtown, MD 20650
301-475-4200 ext. *1625
301-475-4077 (fax)
wendy.adkins@stmarysmc.com

Somerset County

P.O. Box 96
Princess Anne, MD 21853
410-651-0767
410-651-5130 (fax)
elections@somersetmd.us

Talbot County

P.O. Box 353
Easton, MD 21601-0353
410-770-8099
410-770-8078 (fax)
jeri.cook@maryland.gov

Washington County

17718 Virginia Ave.
Hagerstown, MD 21740
240-313-2050
240-313-2062 (fax)
washco.elections@maryland.gov

Wicomico County

P.O. Box 4091
Salisbury, MD 21803-4091
410-548-4830
410-548-4849 (fax)
wicomico.elections@maryland.gov

Worcester County

201 Belt St., Ste. C
Snow Hill, MD 21863-1300
410-632-1320
410-632-3031 (fax)
teresa.riggin@maryland.gov

Maryland Mail-in Ballot Request Form

To vote by mail, you must be registered to vote in Maryland. Visit elections.maryland.gov to register or update your voter record.

Print voter information

Use blue or black ink.

1

Last name _____ Suffix (Jr, Sr., III, IV, *if applicable*) _____
First name _____ Middle name or initial _____
Date of birth (mm/dd/yyyy) _____

Residential address

Provide the address where you are registered to vote.

2

This address must match your voter registration so that we can send you the right ballot.

Street _____ Unit # _____
City/Town _____ State **MD** Zip _____

No P.O. Boxes

Political party affiliation

To vote in the primary election, you must choose a political party.

3

Democratic Republican Unaffiliated (independent of any party) Libertarian Green
 Bread and Roses Working class Other _____

Election

You can sign up for a mail-in ballot for the 2022 elections or for all future elections.

4

June 28, 2022 Primary Election **only**
 November 8, 2022 General Election **only**
 Both the 2022 Primary and General Elections
 I would like to receive a mail-in ballot for **all future elections**

Where should we send your ballot?

Tell us how you want to receive your ballot.

If you print your own ballot or get your ballot by fax, election workers will use the information on your ballot to mark an official ballot for you. Then we will scan the official ballot.

If you print your ballot from an email, we will email a link to your ballot about 3 weeks before the election. You will need to provide your own envelope and stamp. Or you can deliver it to your election office.

Choose A, B, or C (*only choose 1*)

A Send my ballot(s) by U.S. Mail to

Same address as above
 Or a **different** address: Street _____ Unit # _____
City _____ State _____ Zip _____

5

B Email a link to print my ballot(s)

Email _____
And
MD Driver's License or ID Card # _____
Issue date (mm/dd/yyyy) _____
Or
Last 4 digits of your Social Security # _____

C Fax my ballot(s)

Fax _____

About you

In case we have a question.

6

Phone _____
Email _____

If we have a question, how should we contact you? Phone Email Mail

Signature

Required.

Anyone can help you fill out this form except

- A candidate on your ballot
- Your employer or an agent of your employer
- An officer or agent from your union

7

Voter, sign and date here (*Required*)

X	_____	Date (mm/dd/yyyy)
----------	-------	-------------------

Assistant, sign and date here (*Required if the voter received help on this form*)

Under penalty of perjury, I hereby certify that this voter needed help with this form because he or she has a disability or is unable to read or write. The voter authorized me to complete this form. If the voter could not sign this form, I printed the voter's name and wrote my initials.

X	_____	Print voter name
----------	-------	------------------

Maryland

Mail-in Ballot Request Form — Contact Sheet

Solicitud para Votar por Correo — Información del Contacto

Fill out and sign your Mail-in Ballot Request Form. Then deliver it or mail it to your local election office.

Llene y firme su formulario de solicitud para votar por correo. Entregarlo o enviarlo por correo a la oficina electoral local.

Allegany County

701 Kelly Rd., Ste. 231
Cumberland, MD 21502
301-777-5931
301-777-2430 (fax)
elections@alleganygov.org

Carroll County

300 S. Center St. Rm. 212
Westminster, MD 21157
410-386-2080
410-876-3925 (fax)
ccboe@carrollcountymd.gov

Harford County

133 Industry Ln.
Forest Hill, MD 21050-1621
410-638-3565
410-638-3310 (fax)
elections@harfordcountymd.gov

St. Mary's County

23250 Hollywood Rd.
P.O. Box 197
Leonardtown, MD 20650
301-475-4200 ext. 1625
301-475-4077 (fax)
wendy.adkins@stmarysmd.com

Anne Arundel County

6740 Baymeadow Dr.
P.O. Box 490
Glen Burnie, MD 21060
410-222-6600
410-222-6824 (fax)
elections@aaacounty.org

Cecil County

200 Chesapeake Blvd., Ste. 1900
Elkton, MD 21921-6395
410-996-5310
888-979-8183 (fax)
voting@ccgov.org

Howard County

9770 Patuxent Woods Dr. Ste. 200
Columbia, MD 21046
410-313-5820
410-313-5833 (fax)
Tiffany.ferrell1@maryland.gov

Somerset County

11916 Somerset Ave., Ste 102
P.O. Box 96
Princess Anne, MD 21853
410-651-0767
410-651-5130 (fax)
elections@somersetmd.us

Baltimore City

Bentons Office Bldg.
417 E. Fayette St., Rm. 129
Baltimore, MD 21202-3432
410-396-5550
410-727-1775 (fax)
410-783-7394 (fax)
election.judge@baltimorecity.gov

Charles County

201 East Charles St.
P.O. Box 908
La Plata, MD 20646-0908
301-934-8972
301-870-3167
301-934-6487 (fax)
elections@charlescountymd.gov

Kent County

135 Dixon Dr.
Chestertown, MD 21620
410-778-0038
410-778-0265 (fax)
Cheemoandia.blake@maryland.gov

Talbot County

215 Bay St.
P.O. Box 353
Easton, MD 21601-0353
410-770-8099
410-770-8078 (fax)
Jeri.cook@maryland.gov

Baltimore County

11112 Gilroy Rd., Ste. 104
Hunt Valley, MD 21031
410-887-5700
410-832-8493 (fax)
elections@baltimorecountymd.gov

Dorchester County

501 Court Ln., Rm. 105
P.O. Box 414
Cambridge, MD 21613-0414
410-228-2560
410-228-9635 (fax)
brittanym.phillips@maryland.gov

Montgomery County

18753 North Frederick Ave.,
Ste 210
P.O. Box 10159
Rockville, MD 20849-0159
240-777-8550
800-735-2258 (TDD)
240-777-8560 (fax)
absentee@montgomerycountymd.gov

Washington County

35 W. Washington St., Rm 101
Hagerstown, MD 21740
240-313-2050
240-313-2062 (fax)
washco.elections@maryland.gov

Calvert County

30 Duke St., Lower Level
P.O. Box 798
Prince Frederick, MD 20678
410-535-2214
410-535-5009 (fax)
elections@calvertcountymd.gov

Frederick County

340 Montevue Ln.
Frederick, MD 21702
301-600-8683
301-600-2344 (fax)
electionboard@frederickcountymd.gov

Prince George's County

1100 Mercantile Ln. Ste. 115A
Largo, MD 20774
301-341-7300
301-726-3352 (TDD)
301-341-7399 (fax)
election@co.pg.med.us

Wicomico County

345 Snow Hill Rd.
P.O. Box 4091
Salisbury, MD 21803-4091
410-548-4830
410-548-4849 (fax)
wicomico.elections@maryland.gov

Caroline County

Health & Public Services Bldg.
403 S. Seventh St., Ste. 247
Denton, MD 21629-1378
410-479-8145
410-479-5736 (fax)
election@carolinemd.org

Garrett County

2008 Maryland Hwy, Ste. 1
Mountain Lake Park, MD 21550
301-334-6985
301-334-6988 (fax)
sfratz@garrettcountry.org

Queen Anne's County

110 Vincit St., Ste. 102
Centreville, MD 21617
410-758-0832
410-758-1119 (fax)
gac.elections@maryland.gov

Worcester County

201 Belt St., Ste. C
Snow Hill, MD 21863-1300
410-632-1320
410-632-3031 (fax)
teresa.riggin@maryland.gov

STATE BOARD OF ELECTIONS

P.O. BOX 6486, ANNAPOLIS, MD 21401-0486 PHONE (410) 269-2840

William G. Voelp, Chairman
Malcolm L. Funn
Severn Miller
Justin Williams
T. Sky Woodward



Linda H. Lamone
Administrator

Nikki Charlson
Deputy Administrator

MEMORANDUM

To: Maryland State Board of Elections

From: Jennifer McLaughlin, Senior Policy Analyst

Date: July 14, 2021

Re: 2021 Maryland General Assembly CH514 (HB1048) – Usability Study - Mail-in Ballot Request Form

This memorandum is intended to accompany an example of our current Mail-in Ballot Request Form and a revised Mail-in Ballot Request Form proposed as a result of a Usability Study conducted by the University of Baltimore and the Center for Civic Design. This study has included focus groups with multiple people from Local Boards of Elections staff, as well as testing with numerous individual voters.

The study team started by cleaning up the layout, font choices and font sizes in order to maximize white space and create a clear hierarchy of information. The new form was done in indesign (as opposed to word), which means it can easily be adapted for use with screen readers.

Content changes include:

- Section 1) - moved Date-of-Birth request to section 1
- Section 2) - rewrote and tested language explaining that this address must be where you are registered to vote. Pre-filled “MD” in the State section to help prompt out of state/country voters and remind them that this needs to be where they are registered in Maryland.
- Section 3) - Added a line to the sidewalk explaining that you need to be affiliated with a party in order to vote in the primary
- Section 4) - used bold to help signal differences between options
- Section 5) - rewrote sidewalk explanation for plain language (shorter sentences) and to explain delivery options for email ballots; added word and visual queues to make it clear that you only need to fill out one of the delivery options; set mailing address blanks off to the side next to the "different address" option to make it clearer that you can skip this if it doesn't apply to you; used and/or in email option; changed the option headers to be verb focused ("send my ballot" instead

of "I want my ballot mailed to..."; changed all mentions of email to "email a link to print my ballot"

- Section 6) - created a new section dedicated to contact info
- Section 7) - used color to call out voter signature; used the same signature box style as the envelope (this x followed by separate box style works well when using signature scanner technology in other states because the x doesn't interfere with the signature itself); moved assistant info below

State of Maryland

Confidentiality Request Form

To request that your residence address and phone number be designated confidential and protected from public disclosure, please complete and submit this form along with supporting documents to the local election office in the county where you reside or at the State or local board of elections at which you are filing a certificate of candidacy or statement of organization. **Note: When a voter record is designated confidential, there are several voter services that become unavailable to that voter: the voter's voter registration information will not be available on our Voter Lookup website, and the voter will not receive ballot status email updates or a sample ballot mailing.**

I, _____, (month/day of birth: _____) request that my residence address and telephone number as contained in my Voter Registration Record, Candidacy Record, and any Campaign Records be designated as confidential and precluded from disclosure under State Government Article, Title 10, Subtitle 6, Part III, Annotated Code of Maryland. I am entitled to confidentiality due to the fact that I am an individual who falls under the category checked below.

Please check the applicable category and include a copy of the requested proof with this completed form.

- Law Enforcement Personnel
Subject to proof of employment (for example, letter from your employer), you may be entitled to confidentiality if you are a current or former:
 - Police officer;
 - Correctional employee with frequent inmate contact;
 - Member of the State or federal judiciary; or
 - Prosecutor or an investigator employed by a prosecutor.

- Person Being Threatened
Subject to proof of a threat to your personal safety (for example, restraining order, police report, statement from a social service agency, or other documents satisfactory to the local board), you be made be entitled to confidentiality if you are:
 - An abused spouse or other domestic partner;
 - A "stalked" individual;
 - An individual whose safety has been threatened by an unidentified person; or
 - An individual for whom disclosure of your residence address or telephone number poses a threat to the individual's safety or is likely to lead to an unwarranted and serious invasion of privacy.

- Judge
Subject to appropriate documentation satisfactory to the election board.
 - Judicial

- Victim of or Witness to Felony
Subject to appropriate documentation satisfactory to the election board, you may be entitled to confidentiality if you are a victim of or a witness to a felony or a delinquent act that, if committed by an adult, would be a felony.

- Immediate Family Member
Subject to the appropriate documentation satisfactory to the State Board, you may be entitled to confidentiality if you are the spouse or immediate family member of an individual who is eligible for confidential status.

My request for confidentiality is based on my candidacy for public office or serving as an officer of a political campaign or both. Please circle one: Yes / No

The following information is relevant to my request: _____

I acknowledge that, notwithstanding approval of the request for confidentiality, that the information will be made available to the jury commissioner, to other public officials as required by law, and as otherwise may be required by subpoena or other court order. Further, I waive any right of action against the State, the county, the State Board of Elections, the local board of elections, or their employees for failing to keep the information confidential. I affirm, under penalty of perjury, that the above information and any supporting documentation is true and correct.

Signature: _____

Date: _____

STATE BOARD OF ELECTIONS

P.O. BOX 6486, ANNAPOLIS, MD 21401-0486 PHONE (410) 269-2840

William G. Voelp, Chairman
Patrick J. Hogan, Vice Chairman
Malcolm L. Funn
Severn Miller
T. Sky Woodward



Linda H. Lamone
Administrator

Nikki Charlson
Deputy Administrator

Memorandum

TO: State Board Members
FROM: Jared DeMarinis, Director
Division of Candidacy and Campaign Finance
DATE: July 22, 2021
SUBJECT: Waiver of late filing fees standards

Enclosed are the waiver requests, which were submitted by campaign committees that have been assessed late filing fees. The attached Waiver Request Information Page contains an overview of each committee as well as the Administrator's recommendation for Board approval on granting a waiver request.

In the past the Board has considered the following facts in determining whether just cause exists to grant a waiver.

- Administrative error of any kind on the part of the Division.
- The lateness is due to extenuating circumstances, i.e. physical illness or death in the family.
- The late report is the first late report and allows the committee to close, or contains minimal financial activity.
- The fee will cause undue financial hardship, if the liability of the fine is the personal responsibility of the officers.
- Computer problems occurred which made timely filing impossible. However, the filer still must have demonstrated a good faith effort to timely file.

Prior to the meeting please review each waiver request. Note the recommendations that you may disagree with or have questions on that you would like to discuss.

Pursuant to Election Law Article §13-337 (b) (3), the State Administrator has denied two waiver request, for the month of July. No Board action is required on the denials. Late fees collected year to date for Late Fee Waivers are \$99,321.00.

Please feel free to contact me at 410-269-2853 if you have any questions.

Waiver Request Information Page

General

Account Name	Building Industry PAC Baltimore City, Maryland	
CCF ID:	03008135	Status: Active
Date Established	6/1/05	
Date Waiver Requested	2/26/21	
Account Type	Candidate Account	

Officers

Current Treasurer	Howard Perlow	Start Date: 6/1/05
Responsible Treasurer		
Current Chairman	Jon Laria	6/01/05
Responsible Chairman		

Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Total Fees
1/20/21		2/16/21	\$1000.00	\$1000.00
			\$	\$
				Total: \$1000.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
11/22/16	\$10	paid	no
3/22/16	\$190	paid	no

Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Outstanding/ Loans/ Obligations
1/20/21	\$200	\$0	\$12009	\$0
	\$	\$	\$	\$
	\$	\$	\$	\$

Reason for Waiver

The chairman was new and did not submit the file correctly.

Division Comments

Grant

Administrator's Decision

February 26, 2021

State Board of Elections

Maryland

RE: CCF ID# 03008135 – Building Industry PAC Baltimore City, Maryland

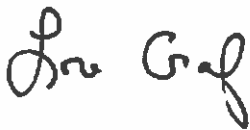
State Board of Elections:

I am writing to you today to request leniency of delinquency fees assessed to the above mentioned CCF. Our administrator uploaded the filing and notified our new Chairperson; however, the file was not submitted. Since it was his first filing he did not fully understand, nor did he notify the Treasurer or administrator for help. Therefore, the report was not filed until a delinquency letter was received.

We apologize for the error and commit to timely filings in the future.

Thank you for your consideration.

Sincerely,



Lori Graf

Admin for: Building Industry PAC Baltimore City, Maryland

ONE Voice - ONE Network - ONE Association

The MBIA is a regional organization of building and development companies that represents the interests of employees of the building industry and its affiliated professional and service firms operating in the Maryland Counties of Anne Arundel, Baltimore, Calvert, Carroll, Cecil, Charles, Harford, Montgomery, Prince George's and St. Mary's as well as Baltimore City, the Eastern Shore and Washington, DC. Online at www.marylandbuilders.org



Waiver Request Information Page

General

Account Name	Hawkins, Wesley Friends of	
CCF ID:	01013241	Status: Active
Date Established	9/16/19	
Date Waiver Requested	2/4/21	
Account Type	Candidate Account	

Officers

Current Treasurer	Malcom Khalil	Start Date: 9/16/19
Responsible Treasurer		
Current Chairman	Wesley Hawkins	9/16/19
Responsible Chairman		

Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Total Fees
1/20/21		1/26/21	\$120.00	\$120.00
10/23/20		1/26/21	\$1000.00	\$1000.00
				Total: \$ 1120.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
8/25/20	\$485	paid	Yes

Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Outstanding/ Loans/ Obligations
1/20/21	\$0	\$0	\$0	\$0
	\$	\$	\$	\$
	\$	\$	\$	\$

Reason for Waiver

I attempted to file the close out report several times in October. however, I found out I was completing the report incorrectly. Because I was unable to connect to someone the other fee was accumulate, I am requesting a waiver.

Division Comments

Grant

Administrator's Decision

State of Maryland



Late Fee Waiver Request Form

Instructions: Please print clearly or type. If you assert as the basis for the request that you were personally unable to file the report, please explain why the other responsible parties could not file the report. Please limit your request to this document only. *Requests may only be made by the committee chairman, treasurer or candidate.

Campaign Account Name: Friends of Wesley Hawkins Account Number: 01013241

Date of Request: 2/4/2021 Total Amount of late fees: \$ 1,120

Name of the Requestor(s)*: Malcolm Khalil

The Requestor is the: Chairman Treasurer Candidate

Waiver of late fees for the following Campaign Finance Report(s): 2021 Annual
2020 Presidential Pre-general2 Report

The basis for the request: _____

~~I attempted to file the close out report several times in october. However, i found out i was completing the report incorrectly. I attempted to call to get assistance and pay the original late fee. unfortunately, was unable to get connected to the person needed to assist me until 2 weeks ago. I was luck enough to get in touch with Cindy and Victoria. they both assisted me with making the late payment for the pre-general 1 and to close out that report. These other bills would not have accumulated had i had the assistance that i needed back in october. therefore, i am asking for a waiver for these fees.~~

Malcolm P. Khalil

(Signature)

02/04/2021

(Date)

For Board Use Only	
Date Rcvd: _____	Date Heard: _____
Verification: _____	
Bd. Decision: _____	

Maryland State Board of Elections
Division of Candidacy and Campaign Finance

P.O. Box 6486 • 151 West Street, Suite 200 • Annapolis, MD 21401-0486
410-269-2880 • 800-222-8683 • MD Relay 800-735-2258 • www.elections.state.md.us

Waiver Request Information Page

General

Account Name	Mason, Tom (Philip) Citizens for	
CCF ID:	01012623	Status: Active
Date Established	2/27/18	
Date Waiver Requested	5/7/21	
Account Type	Candidate Account	

Officers

Current Treasurer	Jayde Meikle	Start Date: 2/27/18
Responsible Treasurer		
Current Chairman	Thomas Mason	2/27/18
Responsible Chairman		

Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Total Fees
1/20/21		1/23/21	\$40	\$40
			\$	\$
				Total: \$40.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
N/A	\$		

Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Outstanding/ Loans/ Obligations
Affidavit	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

Reason for Waiver

I filed the report the same day I received the notice in the mail.

Division Comments

Grant 1st request.

Administrator's Decision

May 7, 2021

To: State Board of Elections

I am writing concerning the fees I was assessed for filing a late Campaign Finance report. The report was due on Jan. 20, 2021 and I filed it on Jan. 23, 2021, the same day I received the notice in the mail. Due to the slowness of mail service at that time and the state of emergency still in force in Maryland I would like to request a waiver of the 40.00 fine. My past reports have been in a timely manner, and I feel it was not my fault it was late.

Thank you for your consideration of this matter

Sincerely

P. Thomas Mason

RECEIVED

MAY 10 2021

STATE BOARD OF ELECTIONS

1000 1000

To: State Board of Elections

I am writing concerning the fees I was assessed for filing a late Campaign Finance report. The report was due on Jan 30 2001 and I filed it on Jan 23 2001. The amount of the fee was \$100.00.

The amount of the fee was \$100.00. I am requesting that the amount of my service at that time and the date of expiration still in force in Maryland I would like to request a waiver of the \$100.00 fine. My past reports have been in a timely manner and I feel it was not my fault it was late.

Thank you for your consideration of this matter.

Sincerely,

9-11-01

RECEIVED
MAY 17 2001
STATE BOARD OF ELECTIONS

Waiver Request Information Page

General

Account Name	Masset, Sabrina for Senate	
CCF ID:	01012383	Status: Active
Date Established	2/15/18	
Date Waiver Requested	5/13/21	
Account Type	Candidate Account	

Officers

Current Treasurer	Linda Franklin	Start Date: 2/15/18
Responsible Treasurer		
Current Chairman	Sabrina Massett	2/15/18
Responsible Chairman		

Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Total Fees
1/20/21		2/8/21	\$635	\$635
			\$	\$
				Total: \$635.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
N/A	\$		

Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Outstanding/ Loans/ Obligations
1/20/21	\$0	\$36	\$197	\$0
	\$	\$	\$	\$
	\$	\$	\$	\$

Reason for Waiver

I missed the deadline for this report because of a COVID 19 illness in my family, that family member subsequently died leaving behind 2 children that needed care.

Division Comments

Grant for the above reason.

Administrator's Decision

--

8518 Orndorff Rd.
Thurmont, MD 21788
May 3, 2021

Linda H. Lamone, Administrator
State Board of Elections
PO Box 6486
Annapolis, MD 21401-0486

RECEIVED

MAY 13 2021

STATE BOARD OF ELECTIONS

Re: Notice to Show Cause – Delinquent Fee
Account: Massett Sabrina for Senate
CCF ID: 01012383

Dear Ms. Lamone,

I am writing to request exemption from the late fee associated with the filing of the 2021 Annual campaign finance report for the campaign referenced above.

I missed the filing date for this report because of a COVID19 illness in my family at that time, mid-January 2021. The infection was serious and required hospitalization. My family member subsequently died, leaving behind a two-month-old baby (she was diagnosed with COVID19 one week after giving birth) and a three-year-old. My attention was totally focused on this illness and provisions for the children. My mother also died several months prior to the deadline, as did both mother and father of the candidate, Sabrina Massett. As you might imagine, we were both in states of shock over these losses as the reporting deadline approached.

An additional factor played into this scenario. Unlike the cases of previous filing periods, I never received the reminder postcard for the 2021 Annual report. Furthermore, the email reminder was inexplicably sent to my spam folder. This was quite surprising, as I received both notifications in the past with no trouble, and I received this notice both by email and postal mail. Please note that no other financial reports were filed late during this campaign.

Given these extraordinary circumstances, I am asking you to reconsider the late penalty for this campaign finance report. I will be closing the account once we have worked through this issue.

With thanks for considering our request and best regards,


Linda A. Franklin, Treasurer

Mr. [Name] [Address] [City] [State] [Zip]

RECEIVED

MAY 19 2001

STATE BOARD OF ELECTIONS

Mr. [Name] [Address] [City] [State] [Zip]

[Faint header text]

[Faint text]

[Faint text]

[Faint body text]

[Faint body text]

[Faint text]

[Faint body text]

[Faint text]

[Faint signature area]

Waiver Request Information Page

General

Account Name	Callahan, Chuck (Charles) for County Council	
CCF ID:	01010051	Status: Active
Date Established	2/25/14	
Date Waiver Requested	3/24/21	
Account Type	Candidate Account	

Officers

Current Treasurer	Julia Fickes	Start Date: 2/25/14
Responsible Treasurer		
Current Chairman	Chuck Callahan	2/25/14
Responsible Chairman		

Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Total Fees
1/20/21		1/24/21	\$80.00	\$80.00
			\$	\$
				Total: \$80.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
6/15/18	\$230	paid	n/a
1/17/18	\$170	paid	n/a

Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Outstanding/ Loans/ Obligations
Affidavit	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

Reason for Waiver

I am writing this letter to ask that the late fee penalty of \$80.00 be forgiven since the pre-report notice was not received by me until January 22, 2021, two days after the report was due.

Division Comments

Deny

Administrator's Decision

--

March 24, 2021

Maryland State Board of Elections

P.O. Box 6486

Annapolis, MD 21401

Re: Chuck Callahan for County Council late fee penalty

To Whom It May Concern;

I am writing this letter to ask that the late fee penalty of \$80.00 be forgiven due to the fact that the pre-report notice was not received by me until January 22, 2021, two days after the report was due. I did not receive the notice in my e-mail either, which is unusual. I have included a copy of the notice received with my notation of the date received on the notice.

I am sure you are aware of the difficulty the U.S. Postal Service was experiencing with the timely delivery of mail, particularly during the months of December 2020 and January 2021. The notice is what I have relied on in the past to file on time.

I appreciate your attention to this matter and thank you in advance for your help.

Sincerely,

Julia L. Fickes

Treasurer

Waiver Request Information Page

General

Account Name	Jurgena, Dick Friends of	
CCF ID:	01010820	Status: Active
Date Established	2/21/14	
Date Waiver Requested	4/1/21	
Account Type	Candidate Account	

Officers

Current Treasurer	Joe Jurgena	Start Date: 2/21/14
Responsible Treasurer		
Current Chairman	Rich Jurgena	2/21/14
Responsible Chairman		

Waiver Request Dates

Late Report	Affidavit	Date Received	Fees	Total Fees
1/20/21		1/25/21	\$100.00	\$100.00
			\$	\$
				Total: \$100.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
6/15/18	\$40	paid	no
1/20/16	\$70	paid	yes
4/15/14	\$120	Waived	no

Recent Financial Activity History

Report	Contributions	Expenditures	Cash Balance	Outstanding/ Loans/ Obligations
Affidavit	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

Reason for Waiver

We attempted to file but were unable to login.

Division Comments

Deny

Administrator's Decision

3/30/2021

Jurgena, Dick Friends of
15711 Pagano Lane
Darnestown, MD 20878

Attn: Campaign Finance
151 West St Ste 200
Annapolis, MD 21401

RECEIVED

APR 01 2021

STATE BOARD OF ELECTIONS

To Whom it may concern,

We are requesting a waiver due to technical difficulties filing online.

We attempted to file an affidavit of non-activity through the CRISS website by the January deadline. We encountered problems logging. After several failed login attempts, we used the change password feature. We tried this several times, and were still unable to log in. At this point we contacted tech support by email. We did not receive a response the next day, so we called the following day.

Tech support tried to reset our password and assist us in logging in, she was very pleasant and helpful, but nothing worked, and she said she was out of options. She suggested we mail our affidavit in and then call when we received the late notice and let the office know we spoke to her and the fee would be waived. She gave me her name and said she was the only person there and they would know who she was, unfortunately I have misplaced her name.

I prepared to file by mail, then decided to try on more time to log in. Instead of using the Microsoft Edge Browser I used Google. This time it worked, and I was able to file. It seems there was some issue with the Edge browser or my addons, antivirus...

In the event of denial, I have enclosed a check for the late fee bill we received by mail.

Thank You for your Consideration.

Sincerely,



Joseph R Jurgena
Treasurer
(301) 404-3274

Title 33 STATE BOARD OF ELECTIONS
Subtitle 01 DEFINITIONS; GENERAL PROVISIONS
Chapter 01 Definitions

Authority: Election Law Article, §§1-101, 2-102(b)(4), 3-101, and 3-305(e); State Government Article, §15-715(g); Annotated Code of Maryland; 52 U.S.C. 21083(a)(5)(A)—(B)

.01 Definitions.

A. (text unchanged)

B. Terms Defined.

(1) – (3) (text unchanged)

(4) *“Ballot drop box” has the meaning stated in Election Law Article, §1-101(d-1).*

Annotated Code of Maryland.

[(4)] (5) – [(27)] (28)

Title 33 STATE BOARD OF ELECTIONS
Subtitle 05 VOTER REGISTRATION
Chapter 04 Processing VRAs and Other Requests

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), 3-101, 3-204.1, and 3-301—3-305, Annotated Code of Maryland; 42 U.S.C. 15483(b)(2)

.02 Receipt of Completed VRAs.

A. – B. (text unchanged)

C. When VRA is timely.

(1) (text unchanged)

(2) Any other VRA is timely for purposes of the next election if:

(a) It is received by the State Board office, [or] local board office, *or authorized ballot drop box* on or before the registration deadline; or

(b) (text unchanged)

D. – E. (text unchanged)

Title 33 STATE BOARD OF ELECTIONS
Subtitle 11 ABSENTEE BALLOTS
Chapter 02 Applications

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), 9-303, 9-305, 9-306, 11-301, and 11-302; Public Safety Article, §14–107(d); Annotated Code of Maryland

.01 In General.

A. – C. (text unchanged)

D. Timely Request.

(1) A request is timely if the local board receives the request by the applicable deadline in §D(2) of this regulation.

(2) If voter’s request was submitted:

(a) (text unchanged)

(b) By mail *or via a ballot drop box* and the voter requested the absentee ballot be sent by:

(i) Mail or facsimile, the request must be received *by mail or deposited into a ballot drop box* on or before 8 p.m. on the Tuesday before the election; or

(ii) Internet, the request must be received *by mail or deposited into a ballot drop box* on or before 5 p.m. on the Friday before the election; or

(c) (text unchanged)

E. – G. (text unchanged)

.05 Processing Applications — In General.

A. Date Stamp.

(1) (text unchanged)

(2) An application need not be stamped if:

(a) *It is received on or before the Friday before the deadline to request an absentee ballot by mail, provided that the election director stores the application in a container labeled with the date the application was received;*

[[a]] (b) — [[b]] (c) (text unchanged)

B. — D. (text unchanged)

Title 33 STATE BOARD OF ELECTIONS

Subtitle 11 ABSENTEE BALLOTS

Chapter 03 Issuance and Return

Authority: Election Law Article, §§2-102(b)(4), 2-202(b), §2-305, 9-303, 9-305, 9-306, 11-301, 11-302, and 11-304, Annotated Code of Maryland

.06 Return of Ballot.

A. Date Stamp Return Envelope.

(1) *Except as provided in §(A)(2) of this regulation, whenever [Whenever] an absentee ballot is received by a local board office, the election director shall stamp the return envelope with the date received.*

(2) *The election director shall:*

(a) *Stamp the return envelope with the date received if the local board received the return envelope on the day before the election or any day thereafter; and*

(b) *Store the return envelopes in a container labeled with the date the ballots were received.*

B. – E. (text unchanged)

F. *Ballots Returned at a Designated Ballot-Return Location.*

(1) *A voter can return a voted ballot at a ballot drop box designated by the local board to serve as ballot-return locations.*

(2) *The ballot drop box shall:*

(a) Be designed to prevent an individual from accessing voted ballots once deposited;

(b) Include a statement that tampering with ballots is a crime; and

(c) Include the State Board's phone number.

(3) The local board shall retrieve ballots and any other election materials according to chain of custody procedures issued by the State Administrator.

.08 When Ballots Are Timely.

A. (text unchanged)

B. In General. An absentee ballot is considered to have been timely received only if:

(1) (text unchanged)

(2) The ballot is received by a polling place before the polls close at that polling place on election day; [or]

(3) The ballot is deposited into a ballot drop box before the polls close on election day;
or

[[3]] (4) (text unchanged)

C. (text unchanged)

Title 33 STATE BOARD OF ELECTIONS

Subtitle 17 EARLY VOTING

Chapter 05 Election Judges

Authority: Election Law Article, §§2-102(b)(4), 9-102(i), 10-206(g), 10-301.1(h), and 12-106(a), Annotated Code of Maryland

.01 Local Board Employees.

A. – C. (text unchanged)

D. Applicability.

(1) Except as provided in §D(2) of this regulation, [All] all federal and State laws, regulations, and procedures that apply to voting during early voting and on election day apply to voting at a voting center.

(2) An employee or board member of a local board shall:

(a) Be present at an early voting center to open and close an early voting center on the first day of early voting;

(b) Be present at an early voting center to close an early voting center on the last day of early voting; and

(c) Provide remote support to open or close an early voting center on the other days of early voting if the local board does not have an employee or board member present.

William G. Voelp, Chairman
Malcolm L. Funn
Severn Miller
Justin Williams
T. Sky Woodward



Linda H. Lamone
Administrator

Nikki Charlson
Deputy Administrator

Memorandum

To: Members of the State Board of Elections
From: Nikki Charlson
Date: July 2, 2021
Re: Proposed Regulations for July 22 Meeting

At the July 22 meeting, I will present proposed changes to existing regulations to formalize procedures implemented for the 2020 elections and update and correct other provisions. This memo summarizes the requirements of the proposed changes, and the text of the proposed changes accompanies this memo.

The proposed changes related to this implementation are:

1. 33.01.01.01B (General Provisions – Definitions): Since “ballot drop box” will be used in various chapters of COMAR Title 33, it should be a defined term. The proposed change adds “ballot drop box” as a defined term and references the definition in Election Law Article, §1-101(d-1), added by Chapters [56](#) and [514](#) of the 2021 Laws of Maryland.
2. 33.05.04.02C (Voter Registration – Processing Applications) and 33.11.02.01D (Absentee Ballots – Applications): Under Chapters 56 and 514 of the 2021 Laws of Maryland, voters can use a ballot drop box to return voted ballots, absentee ballot applications, and voter registration applications. These proposed changes add a reference to voter registration applications returned at a ballot drop box when determining whether the application was timely and establishes a deadline for an application for an absentee ballot deposited into a ballot drop box.
3. 33.11.02.05A (Absentee Ballots – Processing Applications): Election officials are now required to mail to eligible voters the form to request a mail-in ballot. Because this mailing is expected to generate a larger than normal number of applications, this proposed change streamlines the processing of completed requests while preserving the ability to identify the date the application was received.
 - If a local board receives an application for an absentee ballot on or before the Friday before the deadline to request a ballot by mail, the local board is not required to date stamp the application but it must store the application in a container with a label showing the date the applications were received. The deadline to request an absentee ballot by mail is the Tuesday before election day.
 - If a local board receives an application on or after the Saturday before the deadline, a local board must date stamp each application.

This change is similar to an emergency change made before the 2020 General Election.

4. 33.11.03.06A and F (Absentee Ballots – Return of Ballot)

Regulation .06A: Election officials are now required to mail to eligible voters the form to request a mail-in ballot. Because this mailing is expected to generate a larger than normal turnout by mail, this proposed change streamlines the processing of return envelopes while preserving the ability to identify the date the voted ballot was returned.

- If a local board receives a return envelope two or more days before election day, the local board is not required to date stamp the return envelope but it must store the return envelopes in a container with a label showing the date the return envelopes were received.
- If a local board receives a return envelope the day before the election, election day, or any day after election day, a local board must date stamp each return envelope.

This change is the same as an emergency change approved for the 2020 elections.

Regulation .06F: These proposed changes authorize a voter to return a voted ballot to a ballot drop box and establishes requirements for the ballot drop boxes and retrieving voted ballots. This is now authorized under Chapters 56 and 514 of the 2021 Laws of Maryland.

These changes are substantively the same as the emergency changes adopted for the 2020 General Election. The only change is the use of “ballot drop box,” now a defined term under the new law, instead of “ballot drop off location.” For the 2020 elections, we issued procedures for the retrieval of voted ballots from ballot boxes; these procedures are now required by law.

5. 33.11.03.08B (Absentee Ballots – Timely): The proposed change incorporates into the “timely” definition ballots returned at a ballot drop box.

6. 33.17.05.01D (Early Voting – Election Judges): This proposed change means that a representative of the local board does not need to be physically present to open or close the vote center every day of early voting. Under these proposed changes, onsite support is required to open and close the early voting center on the first day of early voting and to close the early voting center on the last day of early voting. On other days of early voting, the local board must provide remote support if there is not someone providing onsite support.

This change is similar to an emergency change made for elections in 2020. The emergency changes provided for remote support for all days of early voting, while this proposed change allows for remote support on the second through seventh days of early voting.

If you have any questions before the meeting, please do not hesitate to ask. Otherwise, I’m happy to answer your questions at the meeting.

STATE BOARD OF ELECTIONS

P.O. BOX 6486, ANNAPOLIS, MD 21401-0486 PHONE (410) 269-2840

William G. Voelp, Chairman
Patrick J. Hogan, Vice Chairman
Malcolm L. Funn
Severn Miller
T. Sky Woodward



Linda H. Lamone
Administrator

Nikki Charlson
Deputy Administrator

Memorandum

TO: State Board Members

FROM: Jared DeMarinis, Director
Division of Candidacy and Campaign Finance

DATE: July 22, 2021

SUBJECT: Waiver of late filing fees – Persons Doing Public Business, Title 14 of the Election Law Article

Enclosed are the waiver requests, which were submitted by businesses that have been assessed late filing fees. The attached Waiver Request Information Page contains an overview of each entity as well as the Agency's recommendation to the Board.

The Board should consider the following factors in determining whether just cause exists to grant a waiver.

1. Administrative error of any kind on the part of the Division.
2. The lateness is due to extenuating circumstances, i.e. physical illness or death in the family; or
3. Computer problems occurred which made timely filing impossible. However, the filer still must have demonstrated a good faith effort to timely file.

Prior to the meeting please review each waiver request. Note the recommendations that you may disagree with or have questions on that you would like to discuss.

§ 14-107(c) Late Filing Fees

- (1) As provided in this subsection, the State Board may impose fees for late filing of:
 - (i) a statement required under § 14-104 of this title; or
 - (ii) an amended statement required under subsection (b) of this section.
- (2) The State Board may impose late filing fees in the same amounts and in the same manner as provided under § 13-331(a) and (b) of this article for late filing of campaign finance reports.
- (3) Late filing fees imposed under this subsection shall be distributed to the Fair Campaign Financing Fund.

Pursuant to COMAR 33.20.07.01C, the State Administrator has denied 17 late fee waiver request. No Board action is required on the denials.

Late fees collected year to date for Title 14 Late Fee Waivers are \$35,015.

Please feel free to contact me at 410-269-2853 if you have any questions.

**Business Contribution Disclosure System
Waiver Request– Late Fees**

Grant/Reduced

1. CAPSA, Inc & Grindon Lane, Inc., Joint Venture

Denials

1. Business Health Services
2. EDF Renewables
3. Maryland Oncology Hematology, P.A.
4. Spiniello Companies
5. Wycliffe Enterprises, Inc
6. Veterans Kitchen Maintenance Inc
7. The US Oncology Network
8. Pharo Management, Inc
9. Maryland Film Industry Coalition
10. EHS Maryland LLC
11. Angarai International Inc.
12. United HealthCare Service
13. Time Clock Plus
14. Clearway Energy Group
15. Mahogany Inc.
16. Brightview senior Living
17. Katcef Brothers Inc.

Business Contribution Disclosure System

Waiver Request Information Page-Late Fees

General

Account Name	CAPSA, Inc. & Grindon Lane, Inc., Joint Venture
BID ID:	14000329
Date Established	3/17/15
Date Waiver Requested	5/4/21
Account Type	Title 14-Person Doing Public Business

Officers

Current Filer	Nikki Rose	Start Date: 1/1/15
Principal Officer	Robin Pecora	Start Date: 1/1/15

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/20	1/12/21	\$1000	\$1000
		\$	\$
			Total: \$1000.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
5/31/16	\$10	Paid	
2/5/15	\$410	Waived	
8/31/15	\$230	Paid	

Reason for Waiver

Please know I was diagnosed with Covid at the end of November 2020, and I filed the report as soon I was able to return to the office and catch up with my work. Please see the attached test results. As soon as my husband tested positive three weeks into November, I quarantined and scheduled my test. I got sick thereafter, and I work in a small office. Many of my responsibilities are solely mine, so the report was filed as soon as I was well.

Agency Comments

Grant



Victorica Smith -SBE- <victorica.smith@maryland.gov>

Fwd: Show Case

1 message

ccf sbe -SBE- <ccf.sbe@maryland.gov>

Tue, May 4, 2021 at 9:01 AM

To: Victorica Smith -SBE- <victorica.smith@maryland.gov>

Waiver I guess.

----- Forwarded message -----

From: Nikki Rose <beads_n_roses@yahoo.com>

Date: Wed, Apr 28, 2021 at 2:31 PM

Subject: Re: Show Case

To: <ccf.sbe@maryland.gov>

To Whom it May Concern:

Please know I was diagnosed with Covid at the end of November, 2020, and I filed the report as soon I was able to return to the office and catch up with my work. Please see the attached test results. As soon as my husband tested positive three weeks into November, I quarantined and scheduled my test. I got sick thereafter, and I work in a small office. Many of my responsibilities are solely mine, so the report was filed as soon as I was well. Please reconsider the \$1,000 penalty.

Very Truly,

Nikki Rose

Rental Agent/Bookkeeper

Allied Home Builders, Inc.

CAPSA, Inc. & Grindon Lane, Inc., Joint Venture

204 E. Preston Street

Baltimore, MD 21202

410-539-2838, ext. 1306

410-539-6727, ext. 1306

fax 410-332-4594

cell 443-488-4812

On Monday, April 26, 2021, 09:01:57 AM EDT, <ccf.sbe@maryland.gov> wrote:

We are in receipt of the statement of contributions on behalf of the business entity referenced above.

The statement was received after the deadline and unless you have proof of timely filing, we are required to assess a late fee penalty as noted above. Please make checks payable to State Board of Elections.

Failure to remedy this matter by paying the late fee, or to show cause in writing why the late fee was not properly assessed within thirty (30) days from the date of receipt of this letter will result in a referral to the Office of the State Prosecutor for further enforcement action.

Thank you for your attention to this matter. If you have any questions, or wish to pay by other means than check, please do not hesitate to contact us.

3 attachments**Covid Test Result 1.PNG**

748K



Covid Test Result 2.PNG
846K



Covid Test Result 3.PNG
919K



Business Contribution Disclosure System

Waiver Request Information Page-Late Fees

General

Account Name	Business Health Services
BID ID:	14000036
Date Established	1/28/15
Date Waiver Requested	6/1/21
Account Type	Title 14-Person Doing Public Business

Officers

Current Filer	Gunjan Patel	Start Date: 1/28/15
Principal Officer	Dawn Motovidlak	Start Date: 1/28/15

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/20	5/6/21	\$1000	\$1000
		\$	\$
			Total: \$1000.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
11/30/19	\$140	paid	
11/30/16	\$130	paid	

Reason for Waiver

BHS did not receive any notification to renew the certification due to the correct address not being on file. When I spoke to Cindy Thomas on 3/12/2021, I was told letter was mailed out as a reminder to renew but the address was missing the Suite number for our office location. I believe it could be because of this that we did not receive the renewal notice in the mail

Agency Comments

Deny they have been filing since 2015 and know the standard due dates.



To Whom it May Concern,

Hello! My name is Gunjan Patel, and I would like to introduce myself as the new BHS (Business Health Services BID ID-14000036) contact for the state of Maryland registration. I am writing this letter to apologize for missing the annual review filling due date this past year. The main reason the filing was missed was that the previous contact, Rachel Cronauer, left the company and when leaving the company did not include the annual review in the list of certifications, she completed previously that was passed on to myself. Additionally, BHS did not receive any notification to renew the certification due to the correct address not being on file. When I spoke to Cindy Thomas on 3/12/2021, I was told letter was mailed out as a reminder to renew but the address was missing the Suite number for our office location. I believe it could be because of this that we did not receive the renewal notice in the mail. We are working remotely and while someone is going in and checking the mail things have been missed did not go perfectly for anyone over the past year, but I understand the policy to renew the certification and going forward we will make sure it is done in timely manner. Our company would like to request the past due fee to be waived or lowered as one time courtesy.

I also would like to say thank you to Ebony Parran for helping me set up the online account for filling process.

I can be reached at gpatel@bhsonline.com or 443-738-0110 if you have any questions or concerns.

Sincerely,
Gunjan Patel

Business Contribution Disclosure System

Waiver Request Information Page-Late Fees

General

Account Name	EDF Renewables
BID ID:	14001096
Date Established	11/26/19
Date Waiver Requested	6/7/21
Account Type	Title 14-Person Doing Public Business

Officers

Current Filer	Thomas Carlson	Start Date: 11/01/17
Principal Officer	Rob Garagiola	Start Date: 11/01/17

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
6/1/21	6/7/21	\$120	\$120
		\$	\$
			Total: \$120.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
5/31/20	\$1000		Yes

Reason for Waiver

As discussed, I did not realize that I needed to file these even when no contributions were made. I have it on my list to file these every 6 months going forward on May 31st and November 30th .

Agency Comments

Deny they have been filing reports since 2019 and know the standard due dates.



Victorica Smith -SBE- <victorica.smith@maryland.gov>

Fwd: Waiver Request

1 message

Ebony Parran -SBE- <ebony.parran@maryland.gov>
To: Victorica Smith -SBE- <victorica.smith@maryland.gov>

Mon, Jun 7, 2021 at 4:11 PM

----- Forwarded message -----

From: **Tom Carlson** <Thomas.Carlson@edf-re.com>
Date: Mon, Jun 7, 2021 at 3:55 PM
Subject: Waiver Request
To: ebony.parran@maryland.gov <ebony.parran@maryland.gov>

Hi Ebony,

Thank you very much for your help and guidance just now with filing the last 3 contribution disclosure reports that were due for EDF Renewables.

As discussed, I did not realize that I needed to file these even when no contributions were made. I have it on my list to file these every 6 months going forward on May 31st and November 30th.

I would greatly appreciate it if the late fees for these reports could be waived.

Thank you very much for the consideration.

Best,

Tom



Tom Carlson
Director, Regulatory & Legislative Affairs

9175 Guilford Road, Ste. 202
Columbia, MD 21046

M: 651.587.0730

Thomas.Carlson@edf-re.com
www.edf-re.com



Business Contribution Disclosure System

Waiver Request Information Page-Late Fees

General

Account Name	Maryland Oncology Hematology, P.A.
BID ID:	14000708
Date Established	5/31/16
Date Waiver Requested	5/13/21
Account Type	Title 14-Person Doing Public Business

Officers

Current Filer		Start Date:
Principal Officer	Joseph Haggerty	Start Date: 05/26/2020

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/20	12/09/20	\$210	\$210
		\$	\$
			Total: \$210.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
5/31/19	\$500	N/A	yes

Reason for Waiver

I did file both reports on Nov 26, 2020

Agency Comments

Deny, committee has a history of filing late.

Mr. DeMarinis, Re: Maryland Oncology Hematology- Request for Waiver and Close Out Account I'm writing on behalf of Maryland Oncology Hematology (MOH). We discussed the issues raised in the attached letter sent by the Maryland Board of Elections. The report in question is the contribution disclosure report for businesses that do more than \$500,000 with the State and/or for an entity that employs a lobbyist. I now know that Medicaid and Medicare is exempt from the "doing business with the State" requirement. There are two entities that are involved. I am employed as a lobbyist by MOH and US Oncology (USON). MOH is an community oncology practice owned by physicians. USON is a national firm that partners with MOH in the administration of the practice. The report at issue was due on November 30, 2020. I did file both reports on November 26, 2020. See the attached email to you on December 7, 2020. In our conversation yesterday, I raised the fact that I filed the report for USON and MOH in a timely fashion. Notwithstanding the timely filing, USON received a "show cause" letter stating that the report for USON had not been filed. I contacted you immediately by phone to discuss the problem. I showed you the receipts for filing both reports (see attachment). We both attempted to correct the issue over the phone, but it did not appear on your system. The following day I went to your office, and we filed both reports at the State Board's office. Consistent with our conversation, I respectfully request the following action- - please waive the fee assessed to Maryland Oncology based on the above explanation and receipt of filing in the attached email dated December 7, 2020; and - please close out the accounts for both Maryland Oncology Hematology and US Oncology. I will open new accounts in my name for both entities. I need to file the reports for the period November 1, 2020 to April 30, 2021 by the end of the month. Thank you for your attention to this matter and consideration. Please call me if you have any questions.

John Pica 410 446 4600

John A. Pica, Jr.

Pica & Associates, LL

Business Contribution Disclosure System

Waiver Request Information Page-Late Fees

General

Account Name	Spiniello Companies
BID ID:	14000779
Date Established	11/30/16
Date Waiver Requested	01/13/21
Account Type	Title 14-Person Doing Public Business

Officers

Current Filer	Mary Ellen Scalera	Start Date: 05/01/16
Principal Officer	Mary Ellen Scalera	Start Date: 05/01/16

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
5/31/20	9/15/20	\$1000	\$1000
		\$	\$
			Total: \$1000.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
5/15/19	\$500	paid	yes

Reason for Waiver

We are disputing the \$1,000 late fee for the Spring fees, as we were dealing with Covid and unfortunately, we were delayed in meeting the deadline and had gotten it in September instead of May.

Agency Comments

Deny, history of filing reports late.



Victorica Smith -SBE- <victorica.smith@maryland.gov>

Fwd: Late Fees Reduction - State Board of Elections - Spring - BID 14000779

2 messages

Jared DeMarinis -SBE- <Jared.DeMarinis@maryland.gov>
To: Victorica Smith <victorica.smith@maryland.gov>

Wed, Jan 13, 2021 at 9:08 AM

Waiver Request.

Jared DeMarinis
Director - Division of Candidacy and Campaign Finance
Maryland State Board of Elections
151 West Street, Suite 200
Annapolis, MD 21401-0486
Phone: 410-269-2853

----- Forwarded message -----

From: **Nora Juzefyk** <njuzefyk@spiniello.com>
Date: Wed, Dec 16, 2020 at 12:23 PM
Subject: Late Fees Reduction - State Board of Elections - Spring - BID 14000779
To: Jared DeMarinis -SBE- <Jared.DeMarinis@maryland.gov>

Good Afternoon Jared,

I was speaking with Ebony Parran of your office today, and she has given me your contact email.

We are disputing the \$1,000 late fee for the Spring fees, as we were dealing with Covid and unfortunately we were delayed in meeting the deadline and had gotten it in September instead of May.

Would you please be so kind as to a reduction in the late fees. We would greatly appreciate whatever you can do.

Nora M. Juzefyk | Legal Executive Assistant to Mary Ellen Scalera, General Counsel



354 Eisenhower Pkwy | Suite 1300 | Livingston, NJ 07039
O: 973-808-8383 x195
D: 973-251-9656

**Business Contribution Disclosure System
Waiver Request Information Page – Late Fees**

General

Account Name	Wycliffe Enterprises, Inc.
BID ID:	14001082
Date Established	10/03/2019
Date Waiver Requested	12/14/2020
Account Type	Title 14 – Persons Doing Public Business

Officers

Current Filer	Charles Glen	Start Date: 10/03/2019
Principal Officer	Wycliffe Barbara	Start Date: 10/03/2017

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/2020 Fall Report	12/07/2020	\$140	\$140
		\$	\$
		Total	\$140

Prior Waiver and Fees

N A

Reason for Waiver

It was unintentional and I apologize for any additional work this may have cause you and your team. I now have this on my calendar and I can assure you that this will not happen again.

Agency Comments

They have been filing with no issues for 11/30/19 and 5/31/20 reports. We also send out PRN before the report is due.

Deny



ccf sbe -SBE- <ccf.sbe@maryland.gov>

-RE: Late Fee Bill for the 11/30/2020 Fall Report - Bid # 14001082

1 message

Brett Johnson <BJohnson@wycliffeinc.com>
To: "ccf.sbe@maryland.gov" <ccf.sbe@maryland.gov>
Cc: Barbara Wycliffe <BWycliffe@wycliffeinc.com>

Mon, Dec 14, 2020 at 11:17 AM

To Whom It May Concern,

Our Company understands that this filing was late and a deadline was missed. It was unintentional and I apologize for any additional work this may have cause you and your team. I now have this on my calendar and I can assure you that this will not happen again.

I sincerely hope you are able to please make this one time exception for our small business.

Respectfully,

Brett Johnson, CPA

Controller & HR Manager



**Please note our new Trade Name, Wycliffe Technologies. Click [here](#) for further information*

O: (240) 629-8662 Ext. #501
C: (443) 280-8080

EMERGENCY SERVICE 301-861-0009

<https://wycliffeinc.com>



DCJS #11-7936 | MD ST 107-1851

Wycliffe Enterprises, Inc. & Wycliffe Enterprises, Inc DBA Wycliffe Technologies Confidentiality Notice The information contained in this message, including any attachments, is confidential and may be legally privileged. This message

is intended solely for the addressee(s) If you are not the intended recipient, you are hereby notified that any use, dissemination, or reproduction is strictly prohibited and may be unlawful. If you are not the intended recipient, please contact the sender and destroy all copies of the original message

12/14/2020

State of Maryland Mail - -RE: Late Fee Bill for the 11/30/2020 Fall Report - Bid # 14001082

From: Barbara Wycliffe <BWycliffe@wycliffeinc.com>
Sent: Monday, December 14, 2020 10:45 AM
To: Brett Johnson <BJohnson@wycliffeinc.com>
Subject: FW: Late Fee Bill for the 11/30/2020 Fall Report

From: info.sbe@maryland.gov <info.sbe@maryland.gov>
Sent: Friday, December 11, 2020 3:08 PM
To: Barbara Wycliffe <BWycliffe@wycliffeinc.com>
Subject: Late Fee Bill for the 11/30/2020 Fall Report

CAUTION: EXTERNAL EMAIL

To the Principal Officer/Filer,

This is to notify you that the 11/30/2020 Fall Report was received late and that the business has a late fee assessed for this report.

Attached you will find a copy of the Late Fee Bill and you can pay over the phone with a credit card if MasterCard or Visa by calling Vicky Smith at 410.269.2871 or Ebony Parran at 410.269.2922. We do not have an online payment option.

If you have any questions, please feel free to contact the Campaign Finance Division at 410.269.2880 or send us an email at the new Campaign Finance Division email address: ccf.sbe@maryland.gov. Please add this email address to your contacts to help ensure you receive all of our email notification from this address.

Thank you.

Sincerely,

Maryland State Board of Elections
Division of Candidacy and Campaign Finance
Phone: 410.269.2880
New Email: ccf.sbe@maryland.gov

 **Late Fee Bill.pdf**
156K

**Business Contribution Disclosure System
Waiver Request Information Page – Late Fees**

General

Account Name	Veterans Kitchen Maintenance Inc t/a VKM Contracting
BID ID:	14000850
Date Established	8/07/2017
Date Waiver Requested	12/08/2020
Account Type	Title 14 – Persons Doing Business

Officers

Current Filer	Blane Phillip Saucier	Start Date: 8/07/2017
Principal Officer	Blane Phillip Saucier	Start Date: 8/07/2017

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/2020 Fall Report	12/07/2020	\$140	\$140
		\$	\$
		Total	\$140

Prior Waiver and Fees

11/30/18 rcvd 3/07/19. late fee \$500 – Referred to OSP – not paid

Reason for Waiver

We are required to file the report because we do business with the state, but we are a small contracting (I'm the only admin) and do less than \$2 million business total per year. We do not have enough money to give any contributions to anyone.

Agency Comments

They have been filing report since 2017 and know the standard due dates as they have filed in the past. Also, they requested a waiver in the past and was denied.

Deny



1179 North Van Dorn St. Alexandria, VA Email:blane@vetskm.com

12/8/2020

Mr. Jared Demarinis, Director
Campaign Finance
Maryland State Board of Elections

Re- Late fee for filing Affidavit of Limited Contributions for the 11/30/2020 Fall 2020 Report

Dear Sir-

Our company, Veterans Kitchen Maintenance Inc t/a VKM Contracting, hereby request you waive the late fee for our filing the required report. We are required to file the report because we do business with the state, but we are a small contracting (I'm the only admin) and do less than \$2 million business total per year. We do not have enough money to give any contributions to anyone.

We respectfully ask that you waive the late fee.

Thanks,

Blane Saucier

Blane P Saucier,
President

**Business Contribution Disclosure System
Waiver Request Information Page – Late Fees**

General

Account Name	The US Oncology Network
BID ID:	14000705
Date Established	11/01/2015
Date Waiver Requested	12/11/2020
Account Type	Title 14 – Employing a Lobbyist

Officers

Current Filer	Michael Lambert	Start Date: 6/18/2018
Principal Officer	Kirk Kaminsky	Start Date: 11/01/2015

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/2020 Fall Report	12/09/2020	\$210	\$210
		\$	\$
		Total	\$210

Prior Waiver and Fees

5/31/16 rcvd 6/6/16, late fee \$60 – paid
 5/31/17 rcvd 11/30/17, late fee \$500 – referred to OSP and paid \$250
 5/31/18 rcvd 6/19/18, late fee \$190 – paid
 5/31/19 rcvd 6/11/19, late fee \$110 – paid

Reason for Waiver

The disclosure was filed on November 26, 2020. The filing was made incorrectly. Upon learning of the mistake, US Oncology immediately corrected the mistake and filed properly.

Agency Comments

They have been filing since 2015 and this is not the first late report. They previewed the report (report has Preview on it) not filed the report.

Deny



Vicki Molina -SBE- <vicki.molina@maryland.gov>

Fwd: Late Fee- Request for Waiver- US Oncology

Jared DeMarinis -SBE- <Jared.DeMarinis@maryland.gov>
To: Vicki Molina <vicki.molina@maryland.gov>

Fri, Dec 11, 2020 at 6:47 PM

Waiver request.

Jared DeMarinis
Director of Candidacy and Campaign Finance
Maryland State Board of Elections

email sent from my phone.

----- Forwarded message -----
From: John Pica <JPica@johnpica.com>
Date: Fri, Dec 11, 2020, 3:47 PM
Subject: Late Fee- Request for Waiver- US Oncology
To: jared.demarinis@maryland.gov <jared.demarinis@maryland.gov>
Cc: Lambert, Michael <Michael.Lambert@mckesson.com>

Mr. DeMarinis

A late fee was charged to US Oncology regarding the report for Disclosure of Contributions. Please refer to the third attachment.

An email was sent to the board explaining that the disclosure was filed on November 26, 2020. The filing was made incorrectly. Upon learning of the mistake, US Oncology immediately corrected the mistake and filed properly. (See first and second attachments).

US Oncology respectfully requests that the late fee be waived. Please advise whether the request for a waiver will be approved. Thank you.

John Pica
410 446 4600

John A. Pica, Jr.
Pica & Associates, LLC

14 State Circle
Annapolis, MD 21401
410 990 1250 Office
410 446 4600 Mobile
410 280 2546 Fax

12/14/2020

State of Maryland Mail - Fwd: Late Fee- Request for Waiver- US Oncology

Website- www.johnpica.com

Member, Maryland Senate

1983 to 1998

Member, House of Delegates

1979 to 1983

----- Forwarded message -----

From: Jared DeMarinis -SBE- <Jared.DeMarinis@maryland.gov>

To: John Pica <JPica@johnpica.com>

Cc: "Lambert, Michael" <Michael.Lambert@mckesson.com>

Bcc:

Date: Mon, 7 Dec 2020 18:54:00 +0000

Subject: Re: Fee Running Notice for the 11/30/20 Fall Report

The attached statements are previews and not received by SBE. Complete the filing and then seek a waiver for the late fees.

Jared DeMarinis
Director - Division of Candidacy and Campaign Finance
Maryland State Board of Elections
151 West Street, Suite 200
Annapolis, MD 21401-0486
Phone: 410-269-2853

On Mon, Dec 7, 2020 at 9:57 AM John Pica <JPica@johnpica.com> wrote:

Jared

I'm the registered lobbyist for US Oncology and Maryland Oncology. The two companies operate multiple community oncology practices. Maryland Oncology is owned by physicians. US Oncology handles the administrative side of the practice under an operating agreement. Maryland Oncology treats Medicaid patients, and as a result, is required to report political contributions since they employ a lobbyist and do business with the State.

On November 26, 2020, I filed the attached reports, which stated that neither entity made political contributions. Please advise how to proceed. I do not want my clients to pay a fine since the reports were timely filed. Thank you for your cooperation.

John Pica

410 446 4600

John A. Pica, Jr. .
Pica & Associates, LLC

**Business Contribution Disclosure System
Waiver Request Information Page – Late Fees**

General

Account Name	Pharo Management, Inc.
BID ID:	14001146
Date Established	6/26/2020
Date Waiver Requested	12/08/2020
Account Type	Title 14 – Persons Doing Public Business

Officers

Current Filer	Sarah Weidner	Start Date: 1/01/2015
Principal Officer	Michael Strashinsky	Start Date: 1/01/2015

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/2020 Fall Report	12/07/2020	\$140	\$140
		\$	\$
		Total	\$140

Prior Waiver and Fees

N/A

Reason for Waiver

Our contract with MSRPS did not disclose that in lieu of the statement, we should file an affidavit confirming no contributions have been made. We filed the affidavit on the same day we received your notice. See attached e-mail confirmation that the affidavit was filed.

Agency Comments

We send out a PRN out a month before it is due to give them time to file the report. Also, there is the Contribution Disclosure Statement Nov 2015 and the FAQs that inform them of the reporting requirements.

Deny



ccf sbe -SBE- <ccf.sbe@maryland.gov>

FW: Fee Running Notice for the 11/30/20 Fall Report

1 message

Michael Strashinsky <mstrashinsky@pharo.com>

Tue, Dec 8, 2020 at 6:50 PM

To: "info.sbe@maryland.gov" <info.sbe@maryland.gov>, "ccf.sbe@maryland.gov" <ccf.sbe@maryland.gov>

To Whom it may concern:

With regard to the attached notice, please be advised of the following. Pharo Management Inc. ("Pharo") entered into a contract with MSRPS in June, 2020. The contract stipulates that Pharo file a statement with the State Board of Elections disclosing contributions to a candidate for elective office in the State of Maryland that cumulatively amount to \$500 or more before 1) the execution of the contract and 2) IF THE CONTRIBUTION IS MADE AFTER THE EXECUTION OF THE CONTRACT, THEN TWICE A YEAR, ON MAY 31 AND NOVEMBER 30.

We have not made any applicable contributions to any Maryland candidate for elective office. Unfortunately, our contract with MSRPS did not disclose that in lieu of the statement, we should file an affidavit confirming no contributions have been made. We filed the affidavit on the same day we received your notice. See attached e-mail confirmation that the affidavit was filed.

The attached letter stipulates that daily late fees are being imposed. Our investors and prospective investors often ask in due diligence questionnaires if Pharo has had any late filings or paid any late fees. As a result, these fees will warrant me to disclose this late filing and fees due to this unfortunate misunderstanding.

I am not at all concerned with the amount of the fees as they are immaterial but rather the need to explain this situation to existing and potential investors who ask. We have not had any late filings or late fees to disclose in our history and we are in a highly regulated industry.

I respectfully ask if the State Board of Elections would consider a waiver for the fees given the circumstances. We are now aware that an affidavit can be filed in lieu of the statement and will ensure that the statement or the affidavit are filed accordingly on the due dates.

Sincerely,



Michael Strashinsky
Partner & Chief Compliance Officer
Pharo Management, Inc.
Phone: +1 212 641 6768

12/10/2020

State of Maryland Mail - FW Fee Running Notice for the 11/30/20 Fall Report

From: info.sbe@maryland.gov <info.sbe@maryland.gov>
Sent: Monday, December 7, 2020 8:54 AM
To: Michael Strashinsky <mstrashinsky@pharo.com>
Subject: Fee Running Notice for the 11/30/20 Fall Report

To the Principal Officer/Filer,

This is to notify you that the 11/30/20 Fall Report has not been received and that the business has late fees being assessed for this report.

Attached you will find the notice.

You can pay the late fees over the phone via MasterCard or Visa by calling Vicky Smith at 410.269.2871 or Ebony Parran at 410.269.2922.

If you have any questions, please feel free to contact us.

Also, with the amount of emails we receive in the info.sbe email address, Campaign Finance has a new email for you to reach out to us at ccf.sbe@maryland.gov.

Thank you.

Sincerely,

Maryland State Board of Elections

Division of Candidacy and Campaign Finance

Phone: 410.269.2880

New Email: ccf.sbe@maryland.gov

This message contains information intended for the exclusive use of the individual or entity to whom it is addressed. This email may contain information which is privileged and confidential. If you are not the intended recipient of this message, please notify the sender as soon as possible and do not show the message to any third party. No confidentiality or privilege is waived or lost by any mis-transmission. Please do not copy, disclose or distribute the information contained within. For additional information regarding our privacy policy or to be removed from future mailings, please email privacy@pharo.com.

----- Forwarded message -----

**Business Contribution Disclosure System
Waiver Request Information Page – Late Fees**

General

Account Name	Maryland Film Industry Coalition
BID ID:	14000813
Date Established	5/17/2017
Date Waiver Requested	12/08/2020
Account Type	Title 14 – Employing a Lobbyist

Officers

Current Filer	Debra Donaldson Dorsey	Start Date: 5/17/2017
Principal Officer	Debra Donaldson Dorsey	Start Date: 5/17/2017

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/2020 Fall Report	12/07/2020	\$140	\$140
		\$	\$
		Total	\$140

Prior Waiver and Fees

11/30/17 rcvd 4/16/18, late fee \$500 – Referred to OSP and paid

Reason for Waiver

The Maryland Film Industry Coalition is a small non-profit run by volunteers and we inadvertently missed the deadline. We apologize for the delay and would greatly appreciate the fees being waived.

Agency Comments

They have been filing report since 2017 and know the standard due dates as they have filed in the past.

Deny



Vicki Molina -SBE- <vicki.molina@maryland.gov>

Fwd: Request to waive late fees

1 message

Ebony Parran -SBE- <ebony.parran@maryland.gov>

Mon, Dec 7, 2020 at 5:13 PM

To: Vicki Molina -SBE- <vicki.molina@maryland.gov>, Victorica Smith -SBE- <victorica.smith@maryland.gov>

Sent from my iPhone

Begin forwarded message:

From: Maryland Film Industry Coalition <mdfilmcoalition@gmail.com>
Date: December 7, 2020 at 4:48:41 PM EST
To: Ebony Parran@maryland.gov
Subject: Request to waive late fees

Good Afternoon Ebony,

Thank you very much for your assistance with filing the November 2020 Maryland Business Contribution Disclosure Report for the Maryland Film Industry Coalition.

I am writing to see if the late fees can be waived. The Maryland Film Industry Coalition is a small non-profit run by volunteers and we inadvertently missed the deadline. We apologize for the delay and would greatly appreciate the fees being waived.

Thank you again for your help and consideration.

Debbie Dorsey
Maryland Film Industry Coalition

**Business Contribution Disclosure System
Waiver Request Information Page – Late Fees**

General

Account Name	EHS Maryland LLC
BD ID:	14001105
Date Established	12/27/2019
Date Waiver Requested	12/08/2020
Account Type	Title 14 – Persons Doing Public Business

Officers

Current Filer	Nina Zunt	Start Date: 12/27/2019
Principal Officer	Nina Zunt	Start Date: 12/27/2019

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/2020 Fall Report	12/07/2020	\$140	\$140
		\$	\$
		Total	\$140

Prior Waiver and Fees

5/31/20 rcvd 6/11/20, late fee \$145 – paid

Reason for Waiver

we must file this contribution disclosure for a Job that EHS Maryland, LLC no longer has We called multiple times to try and understand how to file this Disclosure. After being put on hold multiple times, transferred to different departments, and given contradictory answers we finally filled it. (with someone on the phone from the state board of elections) on 11/12/2020 during filling it was confirmed that it was filled.

Agency Comments

They were late filing the 5/31/20 report and an email confirmation goes out when a report/Affidavit is filed.

Deny



ccf sbe -SBE- <ccf.sbe@maryland.gov>

Contribution Disclosure statement

1 message

Info Zunt <info@ehsmaryland.com>

Mon, Dec 7, 2020 at 9:55 AM

To: ccf.sbe@maryland.gov

good morning, I am contacting you today to request that my late fee be waived for the filling of our contribution disclosure statement. We had received an email on 11/2/2020 that we must file this contribution disclosure for a Job that EHS Maryland, LLC no longer has We called multiple times to try and understand how to file this Disclosure. After being put on hold multiple times, transferred to different departments, and given contradictory answers we finally filled it. (with someone on the phone from the state board of elections) on 11/12/2020 during filling it was confirmed that it was filled.

Today 12/7/2020 we received another email claiming that we had not filled it.

We called again and was swiftly put through to someone that explained step by step what we needed to do. After that we were told we owe a late fee because we are filling today. Which is not what we were told when we filled on 11/12/2020. Why were we told on 11/12/2020 that the filling went through? This is all very new to us and we completely depended on the help of your staff that apparently led us in the wrong direction and gave us false information about our filling being finalized.

I do not find this ethical and it is very frustrating during this very strange time where our company is fighting to stay afloat and keep our employees afloat. This is the first time our company has been requested to file this and it was not easy doing so. We were told on 11/12/2020 that it was filled and everything was up to date.

please waive this fee.

--

The Team at EHS Maryland

**Business Contribution Disclosure System
Waiver Request Information Page – Late Fees**

General

Account Name	Angarai International Inc.
BID ID:	14000085
Date Established	1/01/2015
Date Waiver Requested	12/08/2020
Account Type	Title 14 – Persons Doing Public Business and Employing a Lobbyist

Officers

Current Filer	Venkat Subramanian	Start Date: 1/01/2015
Principal Officer	Venkat Subramanian	Start Date: 1/01/2015

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
11/30/2020 Fall Report	12/07/2020	\$140	\$140
		\$	\$
		Total	\$140

Prior Waiver and Fees

11/30/15 rcvd 12/07/15, late fee \$70 - paid
 11/30/18 rcvd 12/04/18, late fee \$40 – paid
 5/31/19 rcvd 8/12/19, late fee \$500 – paid

Reason for Waiver

We had few technical issues logging in and there was also no amount to report.

Agency Comments

They have been filing since 2015 and this is not the first late report. There also instructions on the Reminders page when logged in on how to file a report with zero contributions.

Deny



ccf sbe -SBE- <ccf.sbe@maryland.gov>

Re: Fw: Maryland Business Contribution Disclosure System - File Affidavit (ALAC)

1 message

ANGARAI Operations <operations@angarai-intl.com>

Mon, Dec 7, 2020 at 5:04 PM

To: ccf sbe -SBE- <ccf.sbe@maryland.gov>

Cc: "info.sbe@maryland.gov" <info.sbe@maryland.gov>, ANGARAI Accounts <accounts@angarai-intl.com>, Venkat Subramanian <vsubramanian@angarai-intl.com>

Dear Ms. Vicki Molina:

Few minutes back, I was on a call with Ms. Ebony Parran, I expressed we had few technical issues logging in and there was also no amount to report.

I also tried to reach you over the phone, I received a message, you were out-of-office/not available.

Ms. Parran instructed us to report and I requested on the waiver part over phone.

We would appreciate if you could waive the late fees for us, we'll ensure the reporting is received at your end on time for the next season.

Shankar Bala

Thank you

On behalf of ANGARAI Operations
ANGARAI

9111 Edmonston Road, Suite 305

Greenbelt, MD 20770, USA

operations@angarai-intl.com

+1 410-472-5000 & Press

Ext. 2 (for Customers & Vendors)

Ext. 3 (for Banking & Operations)

www.angarai-intl.com



From: vicki.molina@maryland.gov <vicki.molina@maryland.gov> on behalf of ccf sbe -SBE- <ccf.sbe@maryland.gov>

Sent: Monday, December 7, 2020 4:55 PM

To: ANGARAI Operations <operations@angarai-intl.com>

Cc: info.sbe@maryland.gov <info.sbe@maryland.gov>; ANGARAI Accounts <accounts@angarai-intl.com>; Venkat Subramanian <vsubramanian@angarai-intl.com>

Subject: Re: Fw: Maryland Business Contribution Disclosure System - File Affidavit (ALAC)

Since we received the report today there is a late fee of \$140. Is there a reason(s) for asking for a waiver of the late fees?

On Mon, Dec 7, 2020 at 4:49 PM ANGARAI Operations <operations@angarai-intl.com> wrote:

Dear Ms. Vicki Molina,

12/8/2020

State of Maryland Mail - Re: Fw: Maryland Business Contribution Disclosure System - File Affidavit (ALAC)

Please find this forwarded email.

Shankar Bala

Thank you

On behalf of ANGARAI Operations

ANGARAI

9111 Edmonston Road, Suite 305

Greenbelt, MD 20770, USA

operations@angarai-intl.com

+1 410-472-5000 & Press

Ext. 2 (for Customers & Vendors)

Ext. 3 (for Banking & Operations)

www.angarai-intl.com



From: info.sbe@maryland.gov <info.sbe@maryland.gov>

Sent: Monday, December 7, 2020 3:54 PM

To: ANGARAI Accounts <accounts@angarai-intl.com>

Subject: Maryland Business Contribution Disclosure System - File Affidavit (ALAC)

Dear Venkat Subramanian,

This email is to inform you that the Maryland State Board of Elections (MSBE) has received your filing of the Affidavit of Limited Contributions for the 11/30/2020 Fall 2020 Report. Please retain this email as a receipt of the filing to the business "Angarai International Inc."

If you have any questions regarding this email or the filing, please contact us at 410-269-2880.

Thank you.

Sincerely,
Maryland State Board of Elections

(This message was sent to you by an automated e-mail system. Please do not reply.)

Business Contribution Disclosure System

Waiver Request Information Page-Late Fees

General

Account Name	United HealthCare Services, Inc.
BID ID:	14000063
Date Established	1/30/15
Date Waiver Requested	6/15/21
Account Type	Title 14-Person Doing Public Business

Officers

Current Filer	Allison Kulas	Start Date: 5/18/20
Principal Officer	Katrina Mendoza	Start Date: 11/24/20

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
6/01/21	6/10/21	\$210	\$210
		\$	\$
			Total: \$210.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
2/05/15	\$460	Waived	N/A

Reason for Waiver

I am submitting a statement for a waiver request for MD Contributions United Healthcare Services, INC. I was transferred this filing from a colleague that retired whom submitted this filing in the prior years. On May 27, 2021 (time stamped as seen in attachment pdf Submission2021) I uploaded all the information to satisfy this filing. I believed that it was done as I marked this completed. I went on PTO from June 7-10. In my absence, I see that a fee report notice was received that this was not filed. Upon my return, I discovered my mistake. I submitted on June 10, 2021, in the evening.

Agency Comments

Deny, the business has been filing since 2015 and is aware of the standard protocol.



Victorica Smith -SBE- <victorica.smith@maryland.gov>

Fwd: Waiver Request- MD Contributions Unitedhealthcare Services, INC

1 message

Ebony Parran -SBE- <ebony.parran@maryland.gov>
To: Victorica Smith -SBE- <victorica.smith@maryland.gov>

Tue, Jun 15, 2021 at 11:54 AM

——— Forwarded message ———

From: Mendoza, Katrina-Mae <katrina.mendoza@uhc.com>
Date: Tue, Jun 15, 2021 at 11:54 AM
Subject: Waiver Request- MD Contributions Unitedhealthcare Services, INC
To: Ebony Parran -SBE- <ebony.parran@maryland.gov>

Good Morning Ms. Parran,

I am submitting a statement for a waiver request for MD Contributions Unitedhealthcare Services, INC. I was transferred this filing from a colleague that retired whom submitted this filing in the prior years. On May 27, 2021 (time stamped as seen in attachment pdf Submission2021) I uploaded all the information to satisfy this filing. I believed that it was done as I marked this completed.

I went on PTO from June 7-10. In my absence, I see that a fee report notice was received that this was not filed. Upon my return, I discovered my mistake. I submitted on June 10, 2021 in the evening.

I did see the second part of this was submission was to create a new submission to include all the uploads to the state. I truly believed that this was complete and all the data was uploaded May 27, 2021. I am not well versed in MD portal website but I did make notes for future filings to ensure this mistake would not happen again.

If I may kindly request due to user error to bypass fee for my mistake.

Thank you for your time,

Katrina-Mae Mendoza, MHA

Regulatory Affairs Analyst

UnitedHealthcare

Reporting Management Team

PO BOX 9472 CA935-1000

MN, 55440-9472

Phone (651) 414-8323

E-mail = katrina.mendoza@uhc.com

Business Contribution Disclosure System

Waiver Request Information Page-Late Fees

General

Account Name	Time Clock Plus, LLC
BID ID:	14000802
Date Established	11/04/19
Date Waiver Requested	1/16/21
Account Type	Title 14-Person Doing Public Business

Officers

Current Filer	Derek McIntyre	Start Date: 5/11/20
Principal Officer	Derek McIntyre	Start Date: 5/11/20

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
6/01/21	6/7/21	\$120	\$120
		\$	\$
			Total: \$120.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
11/30/18	\$120	paid	
5/31/17	\$70	paid	

Reason for Waiver

We would like to request abatement of the penalty for filing our spring 2021 Contribution Disclosure Report late. There was a miscommunication in our company about who was responsible for this report. We have this resolved and will file timely reports going forward.

Agency Comments

Deny They have been in business since 2019 and know the standard due dates.



Victorica Smith -SBE- <victorica.smith@maryland.gov>

Fwd: Late Contribution Disclosure Report

1 message

Ebony Parran -SBE- <ebony.parran@maryland.gov>
To: Victorica Smith -SBE- <victorica.smith@maryland.gov>

Wed, Jun 16, 2021 at 12:19 PM

----- Forwarded message -----

From: **Marsha Nichols** <MNichols@tcpsoftware.com>
Date: Wed, Jun 16, 2021 at 11:39 AM
Subject: Late Contribution Disclosure Report
To: ebony.parran@maryland.gov <ebony.parran@maryland.gov>

Ms. Parran,

We would like to request abatement of the penalty for filing our spring 2021 Contribution Disclosure Report late. There was a miscommunication in our company about who was responsible for this report. We have this resolved and will file timely reports going forward.

We would greatly appreciate you waiving this penalty. Please let me know if you need any additional information.

Thank you,

Marsha Nichols

Manager, Accounting Department

o 325.223.9500 | d 325.233.7647 | tcpsoftware.com

mnichols@tcpsoftware.com

—
Ebony R. Sherbert-Parran

Maryland State Board of Elections

Division of Candidacy and Campaign Finance

Business Contribution Disclosure System

Waiver Request Information Page-Late Fees

General

Account Name	Clearway Energy Group
BID ID:	14001187
Date Established	5/01/18
Date Waiver Requested	4/26/21
Account Type	Title 14-Person Doing Public Business

Officers

Current Filer	Ray Long	Start Date: 5/1/18
Principal Officer	Daniel Hendrick	Start Date: 5/1/18

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
		\$	\$
		\$	\$
			Total: \$4000.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
	\$		

Reason for Waiver

No reason given.

Agency Comments

Deny, committee has been in business since 2018 and has not filed any reports until 3/8/21.



Victoria Smith -SBE- <victorica.smith@maryland.gov>

Fwd: FW: Show Case

5 messages

Ebony Parran -SBE- <ebony.parran@maryland.gov>
To: Victoria Smith -SBE- <victorica.smith@maryland.gov>

Mon, Apr 26, 2021 at 1:40 PM

----- Forwarded message -----

From: Dan Hendrick <Dan.Hendrick@clearwayenergy.com>
Date: Mon, Apr 26, 2021 at 1:38 PM
Subject: FW: Show Case
To: Ebony R. Parran -SBE- <ebony.parran@maryland.gov>

Hi Ms. Parran:

Thanks for speaking with me last week about the waiver and/or fee reduction request from Clearway. Did the board meet last week as per its usual schedule?

I also received the attached show cause letter. It's our hope that our waiver request would take into account all of the periodic filings that we missed, so we can process any eventual fee all at once to bring us into compliance.

Do you advise that we continue to stand pat until the waiver request is resolved?

Thank you.

Dan Hendrick
Head of External Affairs - East
M: 917.207.8715
dan.hendrick@clearwayenergy.com

-----Original Message-----

From: ccf.sbe@maryland.gov <ccf.sbe@maryland.gov>
Sent: Monday, April 26, 2021 9:08 AM
To: Dan Hendrick <Dan.Hendrick@clearwayenergy.com>
Subject: Show Case**CAUTION:** This message originated from an external sender.

--

Ebony R. Sherbert-Parran

Maryland State Board of Elections

Division of Candidacy and Campaign Finance

151 West Street, Suite 200, P.O. Box 6486

Annapolis, Maryland 21401-0486

410-269-2922

Business Contribution Disclosure System

Waiver Request Information Page-Late Fees

General

Account Name	Mahogany, Inc
BID ID:	14000939
Date Established	5/03/18
Date Waiver Requested	6/22/21
Account Type	Title 14-Person Doing Public Business

Officers

Current Filer	Diana Mahaffey	Start Date:
Principal Officer	Jeff Hargrave	Start Date:

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
6/01/21	6/22/21	\$735	\$735
		\$	\$
			Total: \$735.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
N/A	\$		

Reason for Waiver

Per our conversation I am writing this email to request a fee abatement for late filing of the Contribution Disclosure Report for Mahogany Inc. In previous years Diana Mahaffey was appointed as filer for Mahogany Inc. However, as of January 2021 Diana Mahaffey

retired from the Controller position. I Sharaye Scholfield have since replaced her as the Assistant Controller of Mahogany. During this transition, the email request and all information for the current filing period was sent to the previous email address on file.

Agency Comments

Deny, it is the company's responsibility to keep records updated.

From: Sharaye M. Scholfield <Sharaye.scholfield@mahoganyinc.com>
Sent: Tuesday, June 22, 2021 12:56 PM
To: erin.dennis@maryland.gov
Subject: Fee Abatement

Hello Erin,

Thank you so much for taking me call this afternoon.

Per our conversation I am writing this email to request a fee abatement for late filing of the Contribution Disclosure Report for Mahogany Inc. In previous years Diana Mahaffey was appointed as filer for Mahogany Inc. However, as of January 2021 Diana Mahaffey

retired from the Controller position. I Sharaye Scholfield have since replaced her as the Assistant Controller of Mahogany. During this transition, the email request and all information for the current filing period was sent to the previous email address on file. Mahogany

understands it is the company's responsibility to keep the records updated. I have since been in contact with the State Board of Election office and are working to make sure the account is updated with the correct contact information.

Please honor our request for a onetime abatement of all fees for the oversight of filing the spring 2021 return late.

Thank you so much for the consideration and opportunity to explain the error.



Sharaye M. Scholfield

Assistant Controller, Mahogany Inc.

t: 443-721-4941

Business Contribution Disclosure System

Waiver Request Information Page-Late Fees

General

Account Name	Brightview Senior Living, LLC
BID ID:	14001189
Date Established	11/01/20
Date Waiver Requested	6/16/21
Account Type	Title 14-Person Doing Public Business

Officers

Current Filer	Colleen Wheat	Start Date: 11/01/21
Principal Officer	Jeff Hettleman	Start Date: 11/01/21

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
6/01/21	6/7/21	\$120	\$120
		\$	\$
			Total: \$120.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
N/A	\$		

Reason for Waiver

I attempted to report for our company on May 21st but got a notice on the website (see below), which prevented me from being able to submit the report.

Agency Comments

Deny, how to file a report is on the home page of the system and is current and up to date.



Victorica Smith -SBE- <victorica.smith@maryland.gov>

Fwd: Reporting Waiver Request

1 message

Jared DeMarinis -SBE- <Jared.DeMarinis@maryland.gov>

Wed, Jun 16, 2021 at 10:22 AM

To: Victorica Smith <victorica.smith@maryland.gov>

Waiver Request.

Jared DeMarinis
Director - Division of Candidacy and Campaign Finance
Maryland State Board of Elections
151 West Street, Suite 200
Annapolis, MD 21401-0486
Phone: 410-269-2853

----- Forwarded message -----

From: **Colleen Wheat** <cwheat@bvsl.net>

Date: Wed, Jun 16, 2021 at 8:17 AM

Subject: Reporting Waiver Request

To: jared.demarinis@maryland.gov <jared.demarinis@maryland.gov>

Cc: Erin Appel <Erin.Appel@capitol-strategies.com>, Jeff Hettleman <jhettleman@bvsl.net>

Hi Jared,

I received your name from Erin Appel. I am reaching out today to request that you waive the late fee for Brightview Senior Living's reporting for the period of November 1, 2020 – April 30, 2021.

I attempted to report for our company on May 21st, but got a notice on the website (see below), which prevented me from being able to submit the report.

businessdisclosure-elections.maryland.gov says

Contribution Date should be between the start date(02/01/2021) and end date (04/30/2021)

A dark grey rectangular button with the text 'OK' in white, centered on the button.

I contacted Erin to find out what was going on and she reported that it needed to be reset. Erin let me know the system was reset on May 24th, however, I went on vacation May 24-28, and then it was Memorial Day weekend. When I returned to the office on June 1st, I submitted the report. The last button I hit was the Save button, and I wasn't prompted to go

into another screen. As there was no other prompt advising that a separate action was needed, I stopped there. Apparently my reporting was saved, but I had to go back in and actually submit it, which I didn't know. I let Erin know that I believed I had submitted the report on the 1st. It wasn't until I received an email notifying me that you hadn't received anything that I realized something was wrong.

As this was our first time using the portal and reporting for our business, please consider waiving the late fee. I now know what I need to do for future reports. As well, please let me know if you need any further documentation between Erin and I showing that I attempted to file timely.

Thank you for your consideration.

BRIGHTVIEW
SENIOR LIVING



Colleen Wheat
Executive Assistant to

Jeff Hettleman, Executive VP &
CFO

Sandi Berger, VP Accounting
218 North Charles Street, Suite
220
Baltimore, Maryland 21201
Phone: 410-246-7580
www.BrightviewSeniorLiving.com



Business Contribution Disclosure System

Waiver Request Information Page-Late Fees

General

Account Name	Katcef Brothers, Inc.
BID ID:	14000182
Date Established	2/4/15
Date Waiver Requested	6/9/21
Account Type	Title 14-Person Doing Public Business

Officers

Current Filer	Stephanie Crwford	Start Date: 12/7/15
Principal Officer	Neal Katcef	Start Date: 1/1/15

Waiver Request Dates

Late Report	Date Received	Fees	Total Fees
6/1/21	N/A	\$175	\$175
		\$	\$
			Total: \$175.00

All required notices were sent to this campaign account for the above listed report(s).

Prior Waiver and Fees

Report	Late Fee	Waiver/payment	Referred OSP
5/31/19	\$110	payment	
11/30/15	\$70	payment	

Reason for Waiver

We are formally requesting a waiver of the late fee as you note yourself Stephanie was not set up properly by your office, and we have not received any correspondence or notification from the State Board of Elections regarding due dates.

Agency Comments

Deny, the business has been filing since 2015 and is aware of the standard protocol.



Victoria Smith -SBE- <victorica.smith@maryland.gov>

Fwd: Campaign Finance Reporting - Katcef Brothers Inc

1 message

Info sbe -SBE- <info.sbe@maryland.gov>
To: Victoria Smith -SBE- <victorica.smith@maryland.gov>

Wed, Jun 9, 2021 at 11:13 AM

Waiver request. I took care of the rest.

----- Forwarded message -----

From: **Eve Weese** <eweese@capitaleagle.com>
Date: Tue, Jun 8, 2021 at 3:52 PM
Subject: RE: Campaign Finance Reporting - Katcef Brothers Inc
To: info sbe -SBE- <info.sbe@maryland.gov>
Cc: Stephanie Crawford <stephanie@katcefbrothers.com>

We have confirmed Neal did not received any e-mail from your office with any correspondence since October 2020. Stephanie should be added to any correspondence also. We are formally requesting a waiver of the late fee as you note yourself Stephanie was not set up properly by your office, and we have not received any correspondence or notification from the State Board of Elections regarding due dates.

Further, it would seem our business no longer is required to file and the account can be closed as we no longer employ a lobbyist. I will research this further.

Stephanie's information is as follows:

- Name – Stephanie Crawford
- Email address – stephanie@katcefbrothers.com
- Role - Administrator
- Public Phone – 410-224-2391
- Contact Phone – 410-224-2391 ext 105
- And whether the address is staying the same (2404 A and Eagle Blvd) – confirmed – the address is staying the same.

From: erin.dennis@maryland.gov <erin.dennis@maryland.gov> On Behalf Of info sbe -SBE-
Sent: Tuesday, June 8, 2021 3:40 PM
To: Eve Weese <eweese@capitaleagle.com>
Subject: Re: Campaign Finance Reporting - Katcef Brothers Inc

Hi, Eve.

From what I see somewhat overwrote information to install Stephanie instead of entering brand new information. That is something I'll need my developers to fix. To properly add Stephanie I'll need some information for her.

- Name
- Email address
- Role
- Public Phone
- Contact Phone
- And whether the address is staying the same (2404 A and Eagle Blvd).

In the meantime Neal should have been receiving notices via email to nealk@katcefbrothers.com. He should be able to log into the system. His email address is his username and if he doesn't know his password he should select the trouble logging in button to have a temporary password sent to him.

On Mon, Jun 7, 2021 at 3:47 PM Eve Weese <eweese@capitaleagle.com> wrote:

Good afternoon,

I am the Administrations Manager for Katcef Brothers companies. Neal Katcef, our owner, is registered to file Contribution Disclosure Statement with the state of Maryland and this was being managed by our former VP of Administration, Walter B Mangels but he retired in August 2020.

In November 2020 I filed the report at the direction of Neal Katcef and we were told Walter Mangels updated the online account login as Stephanie@katcefbrothers.com (Neal Katcef's assistant). We just received the attached Fee Report Notice, and as of this writing no one has received a report due notice. We also cannot log in with these credentials. I tried today.

There are a few issues I need to resolve:

1. We no longer employ a lobbyist (as of Dec 2019) therefore I believe we can close this account – I have been trying to get a response from your office for a week regarding this
2. I will need assistance logging in as our login is not working.

This is an urgent matter – please contact me right away

Thank you.

ASSISTANT ATTORNEY GENERAL'S REPORT

July 22, 2021

1. *Fusaro v. Davitt et al.*, No. 20-1879 (U.S.C.A. for the 4th Cir.). No change from the last update. Plaintiff Dennis Fusaro brought a complaint in federal court alleging that Maryland violates the First and Fourteenth Amendments by limiting access to the voter list to Maryland voters and only for purposes related to the electoral process. On September 4, 2018, the State defendants' motion to dismiss the complaint was granted, and the plaintiff appealed. On July 12, 2019, the Fourth Circuit vacated the dismissal order, and remanded the case for further proceedings. The parties then conducted discovery and briefed dispositive summary judgment motions. On July 14, 2020, the Court awarded Summary Judgment to the defendants on the issue of whether the "electoral process" requirement was unconstitutionally vague, and declined to reach the issue of whether Maryland's registered voter requirement violates the First Amendment. Plaintiff has appealed to the United States Court of Appeals for the Fourth Circuit, and briefing is now complete. Oral argument has been scheduled for the week of September 21, 2021.

2. *National Federation of the Blind, Inc., et al. v. Lamone et al.*, No. 1:19-CV-02228-ELH (U.S. District Court, D. Md.). No change from the last update. On August 1, 2019, the National Federation of the Blind ("NFB"), NFB's Maryland chapter, and three individual plaintiffs filed a lawsuit against the State Administrator and the individual members of the State Board of Elections alleging that SBE's BMD policy has, in practice, violated the rights of voters with disabilities "to an equal opportunity vote in person by a secret ballot," in violation of Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Plaintiffs seek an order requiring the State Board "in all future elections to offer BMDs to every in-person voter as the default method of voting, with paper ballots offered only to those voters who affirmatively opt out of using the BMD or in cases where there are long lines of people waiting to vote." On September 3, 2019, defendants filed a motion to dismiss the complaint, and on September 20, 2019, plaintiffs filed a motion for a preliminary injunction, seeking relief in time for the November 2020 election. On February 10, 2020, the court denied the defendants' motion to dismiss, and denied the plaintiffs' motion for preliminary injunction, and the parties proceeded to discovery. On October 6, 2020, the parties filed a joint motion to extend the discovery deadline to December 9, 2020, which was granted by the Court. On November 12, 2020, the parties filed a joint motion to stay the case for 60 days to allow for a focused period of settlement discussions, which was also granted by the Court. The parties have agreed in principle on the terms of a final resolution of

this case, and are in the process of negotiating the terms of a settlement agreement. The stay has since been extended several times, and is now set to expire August 2, 2021.

3. *Chong Su Yi v. Hogan*, Nos. 464985, 466396, 480720, 480721, 480722, 480723 (Cir. Ct. Montgomery Cty.). No change from the last update. On September 8, 2019, plaintiff Chong Su Yi filed two complaints in the Circuit Court for Montgomery County challenging the results of Maryland's 2018 elections, and naming Governor Larry Hogan as defendant (Nos. 464985, 466396). Specifically, Mr. Yi argued that the results of that election are invalid because of the use of religious facilities as polling places, that the State's use of "scanners" to tabulate ballots is unconstitutional and/or not permitted by federal law, and that the State's identification of candidates' party affiliations on the general election ballot is not permitted by State law. Mr. Yi amended his complaints, and in January 2019 both of his amended complaints were dismissed by the Circuit Court. On January 21, 2020, Mr. Yi appealed from the dismissal in No. 466396. (Mr. Yi had also previously filed interlocutory appeals from non-final orders, but these were dismissed by the Court of Special Appeals.) On November 4, 2020, the Court of Special Appeals dismissed Mr. Yi's appeal for failure to file a civil information report, but on November 30, 2020 granted Mr. Yi's motion for reconsideration and reinstated the appeal. The appeal is now fully briefed, and on June 21, 2021 the Court of Special Appeals indicated that it would be ruling on the case without oral argument.

Meanwhile, on March 6, 2020, Mr. Yi filed four complaints in the Circuit Court for Montgomery County (Nos. 480720, 480721, 480722, 480723) asserting substantially identical claims to those asserted in his prior two complaints. Beginning on May 15, 2020, Mr. Yi filed amended complaints in these actions, this time adding the State of Maryland as a Defendant in addition to Governor Hogan. Defendants filed motions to dismiss and/or for summary judgment as to these complaints, and on August 25, 2020 those motions were granted. After moving for reconsideration unsuccessfully, on October 9, 2020, plaintiff filed notices of appeal to the Court of Special Appeals in each of these matters. Plaintiff also sought waivers of the filing fees associated these appeals, which were denied. On January 6, 2021, the Court of Special Appeals dismissed the appeals for failure to pay the filing fee. On February 4, 2021, plaintiff filed a petition for writ of certiorari in the Court of Appeals, and also requested waiver of the filing fees. The Court of Appeals granted Mr. Yi's request for waiver of filing fees. On April 23, 2021, the Court denied Mr. Yi's petition for certiorari.

4. *Bravo, et al. v. Pelosi, et al.*, No. 6-21-cv-162 (W.D. Tex.). On February 22, 2021, several individual plaintiffs filed a purported class action complaint on behalf of "all 328 million Americans deprived of an elected form of government" by the conduct

of government official and private sector defendants. The named defendants include President Biden and Vice President Harris, all current members of the U.S. Congress, all Governors and Secretaries of State of the 50 states (including Governor Hogan and Secretary Wobensmith), the Democratic and Republican National Committees, the Democratic Congressional and Senate Campaign Committees, Facebook and its CEO (Mark Zuckerberg), Twitter and its CEO (Jack Dorsey), Sapphire Strategies (a Democratic consultancy) and several of its employees, the National Vote at Home Institute and its CEO (Amber McReynolds), the Center for Tech and Civic Life, Mike Podhorzer and Beto O'Rourke. The theory of the case is that, beginning in 2019, and continuing into and during the election of 2020, the defendants conspired to enact laws (or refuse to enact laws) and promulgate rules that violated HAVA and the Civil Rights Act of 1960, and violated the Plaintiffs' First Amendment Rights. The plaintiffs are pursuing constitutional and RICO conspiracy claims against the defendants, and seek a restraining order against the "illegitimate Congress and Executive Branch" and an order that the election be redone. On June 10, 2021, a Second Amended Complaint was filed. On June 24, 2021, Governor Hogan and Secretary Wobensmith were voluntarily dismissed from the case.

5. *WinRed, Inc. v. Ellison, et al.*, No. 21-cv-1575 (D. Minn.). On July 7, 2021, WinRed, Inc. – a federal PAC created to assist Republican Party candidates – filed a lawsuit against the Attorneys General of Connecticut, New York, Maryland, and Minnesota, seeking a declaration that State consumer protection statutes and regulations are preempted by federal law, to the extent that these State laws are being enforced to regulate the use of pre-checked recurring contribution boxes for solicitations for federal offices. WinRed had received letters from the defendants requesting information and documents regarding its use of pre-checked boxes in that context. (It is now public that ActBlue – the PAC formed to assist Democratic Party candidates – has received a similar request from the same State AGs, but has not joined this lawsuit.) A response to the complaint is due on July 29, 2021.