



CITY OF CAMBRIDGE

BOARD OF ELECTION COMMISSIONERS

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COMMISSIONERS

Ethridge A. King, Jr.
Larry W. Ward
Charles J. Marquardt
Victoria A. Harris

EXECUTIVE DIRECTOR

Tanya L. Ford-Crump

ASSISTANT DIRECTOR

Lesley Waxman

BOARD OF ELECTION COMMISSIONERS MEETING

Minutes of October 12th, 2022

Commissioner Marquardt called the meeting to order at 5:31 pm on October 12, 2022, via Zoom. Commissioner Harris stated that she would be taking notes in Commissioner King's absence.

Roll Call:

Commissioner King	Absent
Commissioner Marquardt	Present
Commissioner Harris	Present
Commissioner Ward	Present

Also present were Executive Director Tanya Ford-Crump and Assistant Director Lesley Waxman.

I. PUBLIC COMMENT

There was no public comment.

Motion: To close public comment
Moved: Commissioner Marquardt
Seconded: Commissioner Harris

Roll Call:

Commissioner King	Absent
Commissioner Marquardt	Yes
Commissioner Harris	Yes
Commissioner Ward	Yes

Passed: 3-0, with 1 member absent

II. MINUTES

Motion: Minutes of October 6th, 2022 accepted with corrections

Moved: Commissioner Marquardt
Seconded: Commissioner Ward

Roll Call:

Commissioner King	Absent
Commissioner Marquardt	Yes
Commissioner Harris	Yes
Commissioner Ward	yes

Passed: 3-0, with 1 member absent

III: REPORTS

1. Assistant Director's Report

Ballot came in October 11. Mailed 3,900 ballots on the 12th. Staff opened the 51 Inman street dropbox on October 12. She stated commissioners need to open drop boxes until October 18th. Commissioner Harris suggested opening drop boxes on October 15th. Commission Marquardt will develop an election coverage schedule. Early voting training will start October 13th There will be new procedures for early ballot drop off in the back of the office. Early voting training will go live October 13th. Emails to workers will come from electionscambridgema@scyt1.com to make it less likely they will go to spam. New procedure for voters on Election Day who did not return their vote by mail ballot. If they are not already checked off, they can vote. They are not required to complete a certificate. Workers should verbally inform voter "by voting in person any previously requested ballot will not be counted". She noted there are issues with precincts checking off EV voters only on the EV list and not the Check-In List. Suggested commissioners remind sites on the day of the elections. Commission Harris suggested emphasizing they make sure ballots have not been received. Consensus is voters will still be sent to the warden and clerk to be checked off. Commission Marquardt stated we should emphasize don't open EV and AV until voter has been checked off and if voters has be checked off that ballot gets rejected and goes in the rejected envelop. He also stated we should let Lee Ginnetti know to do a social media alert about election messages. Commission Harris asked if voter name can be included on the check-in card. Also asked if we can underline/highlight "provide your address and name," as a written que. Commission Marquardt asked if "office and provisional" can be switched on the yellow card. Will be mailing the guide to early voting. Commission Harris asked if "10-3" can be highlighted? She also suggested the printed information be submitted it to Election Assistance Commission, (EAC) for an award.

Motion: Move to open dropboxes for the general election on October 15th

Moved: Commissioner Marquardt

Seconded: Commission Harris

Roll Call:

Commissioner King	Absent
Commissioner Marquardt	Present
Commissioner Harris	Present
Commissioner Ward	Present

Passed: 3-0, with 1 member absent

2. Director's Report

None

3. Commissioner Reports

Commissioner Harris – Received nine applicants from MIT wanting to work at the polls as inspectors. Also, thirty students from the high school are interested in working. Need to be aware of the distribution of the students. Commissioner Ward will arrange getting paperwork done. Ms. Harris may have possible overflow of inspectors and a warden. Commissioner Marquardt has noted he has a double precinct at the high school. CM – send to super to point out collaboration. Commissioner Harris will deliver packets to MIT. Commissioner Marquardt suggested we sent a note pointing out the collaborations to the school committee.

IV. ACTION AGENDA

New Business

Ms. Waxman stated ballots are being mailed. Ms. Waxman stated new workers starting next week.

Old Business

State Election, November 8, 2022

- Election Worker Update

- Poll Worker Training

Next meeting schedule October 19th

Motion: To adjourn the meeting at 6:23 pm

Moved: Commissioner Marquardt

Seconded: Commissioner Harris

Roll Call:

Commissioner King Absent

Commissioner Marquardt Present

Commissioner Harris Present

Commissioner Ward Present

Passed: 3-0, with 1 member absent

A True Record

Attested by: _____
Victoria Harris, Assistant Secretary