



Maryland Association of Election Officials 2018 Annual Meeting and Conference Information

Hotel registration deadline is February 18, 2018
Conference registration deadline is February 23, 2018

The Board of Directors is pleased to provide information on the 2018 Annual Meeting and Conference. The conference will be held in Ocean City, Maryland at the Clarion Resort Fountainbleau Hotel from March 13, 2018 to March 16, 2018. We are excited to have the State Board of Elections join our conference as we prepare for the upcoming gubernatorial election cycle.

HOTEL INFORMATION

Clarion Resort Fountainbleau Hotel
10100 (101st Street) Coastal Highway
Ocean City, Maryland 21842.

Individual Reservations

All guests will be responsible for securing their own reservations. Call 800.638.2100 or use the Room Reservation form when making reservations and to request the special Maryland Association of Election Officials group rates. **Hotel room reservations must be made by February 13, 2018** to receive the listed room rates.

- Queen/Queen \$ 85.00
- Executive King \$105.00
- Studio King \$115.00
- Poolside Cabana \$135.00
- 1 Bedroom Condo Suite \$115.00
- 2 Bedroom Condo Suite \$175.00
- 3 bedroom Condo Suite \$235.00

The Hotel understands that attendees of the Maryland Association of Election Officials (MAEO) conference are government travelers and as such cannot be reimbursed for deposits until after their hotel stay. For this reason, the Hotel agrees to hold all credit cards for guarantee only, and waive the standard policy of charging a one night deposit at the time of reservation. *If an attendee does not have a credit card, a deposit of one night's room and tax will be required within seven (7) days of making the reservation.* Should a guest cancel a reservation, the deposit is refundable if notice is given at least seventy-two (72) hours prior to arrival and a cancellation number is obtained. If a guest cancels their reservation within the seventy-two (72) hour window prior to arrival and there is no advance deposit attached to their registration, they will be charged for the first night of their scheduled stay. Reservations cannot be shortened within seventy-two (72) hours of scheduled arrival. There will be no refunds for early check out. Anyone checking out prior to their scheduled departure date will be responsible for their full scheduled stay.



Guest room rates are based on single or double occupancy while condominium rates are based on a maximum of two people per bedroom. For condominiums, rates do not include daily housekeeping service. Extra person charge is \$15.00 per night. Children under 18 stay free in their parents' room using existing bedding. Currently a 10.5% state and local tax is applicable to the room rates. Such taxes are subject to change without notice. All rates are net, non-commissionable.

Tax Exempt Status

For those guests who pay by tax exempt government issued credit card or pay by government check and provide a tax exempt certificate from their agency, the 10.5% room tax will be waived. For those agencies who are not exempt from the local tax, only the 6% state tax will be waived.

Convention Rate Availability

The above conference rates will apply two days before and two days after the conference dates (March 13 to March 16) if available.

GENERAL INFORMATION

The total conference registration fee per person is \$225.00. This includes breakfast, lunch and dinner on Wednesday and Thursday. Daily rates are also available. MAEO contributes \$5.00 per attendee to the Educational and Grant fund which is used for members' continuing education.

Complete and return the Registration form by February 23, 2018. If you are not able to remit full payment before the deadline, please email Danna Williams to make arrangements. Refunds on cancellations will not be issued after March 2, 2018. Be sure to indicate your sweatshirt size and color on the registration form.

The MAEO Election for Officers and Board members will be held on Thursday, March 15th in Conference Room 3. Candidate information will be provided in the attendee packets. If you are interested in placing your name for nomination, please visit the MAEO website at www.maeo.net for more information.

CONFERENCE SESSIONS AND PRESENTATIONS

Department of Homeland Security – Risk and Vulnerability Assessment

Raymond Hanna, the Protective Security Advisor from DHS, Raymond Hanna will outline the vital ways we can make sure our election offices are safe and secure. Several Election Directors will join the panel to discuss the Risk and Vulnerability Assessment and the process.

Polling Place Emergency Preparedness

Lieutenant Keith Runk, the Assistant Commander of the Maryland State Police Special Operations Division will help us provide guidance to our election judges in the event of an emergency. The information in this program will help you react quickly and positively and be able to facilitate first responders when dealing with the aftermath of an incident. Most importantly, it will help you be better prepared and focused on awareness. Knowledge and planning are key.



Media Relations; Bridging the Gap

David Collins, WBAL TV11, Kate Ryan, WTOP News and Debbi Wilgoren, Washington Post are joining forces to help us better understand the media process and how stories are made. This panel will provide creative ways to get positive media coverage during an election and more importantly, how to get in front of negative coverage.

Election Alert: At the Intersection of Process and Outcome

As election officials, you know the rules and you work within them to ensure a quality process. You serve the public, and that public has expectations related to consistency, integrity, and accountability. In this interactive session, Sharon Weinstein will show us how to make the most of difficult times through leadership, process and outcomes. A three-year resident of Maryland, she volunteered to work in the 2016 election; she did more than vote! She completed election worker training and worked the polls. Through activities that engage you, she will address:

- Adapting to new roles and organizational changes so you stay ahead of the curve
- Understanding the Deming Cycle and 4 step-process
- Applying stress management techniques to ensure a healthy workforce and workplace

Sharon specializes in continuous process improvement in high stress industries. In elections, we succeed by always improving and finding new, creative solutions. She will provide problem solving strategies and ways to uncover new perspectives which will help us create opportunities and ensure a smooth, effective and successful election.

Managing Diversity and the Generational Gap in Elections

Our Election family is multi-cultural, multi-racial, with many generations represented. Carla Harris will bring us new ways to understand and effectively work together and communicate with fellow Election officials, legislators, coworkers, supervisors and election judges. We are all different. Understanding and respecting those differences will open the door to success.

The Magic of Communication; Elect to Connect

Life is magic. Joshua Lozoff has studied and shared magic around the world for the past decade. Joshua's show combines his love for the art of magic, and his fascination with psychology, intuition and other "inner workings of the mind." In this entertaining and interactive presentation, Joshua pulls back the curtain to reveal the true secrets of his well-honed craft, which aren't trap doors or mirrors, but involves a heightened awareness of your own intuition and the subtle ways we are all constantly communicating with each other. A professional mentalist and magician, Joshua appears to read minds, but what he really does is read people, a skill that is highly applicable in elections. And in all parts of our lives.

- **Channel your Inner Sherlock** Research shows that 85% of communication is non-verbal. Harness the skills already within you to master communication in both your professional and personal life.
- **Stay Truly Connected** Real connections aren't about social media and mobile devices. We have the power to truly connect with everyone. Recognizing our connections reinforces empathy, and empathy results in more effective interactions coworkers, election judges and voters, as well as friends and family.
- **Summon your best Decision-Making Powers** Who is *really* making your decisions? We all make thousands of choices every day. Yet, do we know how those choices are influenced and why we make the choices we do? Joshua reveals the three ways we unwittingly give away our decision-making power every day, and how to reclaim it.



Magic, mind-reading, mentalism and mystery! You will leave the conference inspired, energized, and aware of your own magical powers of communication.

Breakout Sessions

This year's breakout sessions are a collaboration of valuable knowledge, experience and input from local board and State Board election officials. Each session will be offered twice to allow for optimum attendance. To the extent possible, all printed materials will be provided in every attendee packet.

- All Things Absentee and Nursing Homes Program
- Canvass Procedure Review and Definition of a Vote
- Employee Reclassification and Promotions
- Information Technology – Conducting the Election
- Innovative Election Judge Recruitment
- Legislative Update; What's New in 2018
- Post-Election Audits – What you Need to Know, from A to Z
- Same Day Registration – What's New, Best Practices and Helpful Hints
- Voter Engagement and Empowerment

Door Prizes

Each County and SBE is asked to donate two (2) door prizes. Place the name of your County on the door prize. Every attendee name will be placed in a drawing. During lunch and dinner, winners will be selected. Be creative with your door prizes!!

Entertainment

Entertainment on Wednesday evening will be the first ever "MAEO's Got Talent" contest complete with a cash bar and music! Bring your perfectly imperfect talent and enter to win a fabulous prize. After we are amazed by the talent in our Election family, a trivia contest will test our knowledge and memory.

Thursday night's entertainment is sure to rock your socks off! It's, like, totally 80's Dance Party!! Join the fun - cash bar, music, dancing, karaoke, contests and more! Be sure to dress to impress!

Other Information

For Tuesday's Dinner on Your Own, there are a variety of choices. The Clarion has a Seafood & Prime Rib Buffet and there are many other local restaurants. A list will be included in your attendee packet.

Questions

Hotel Rooms – Contact the Clarion Hotel directly

Registration – dewilliams@baltimorecountymd.gov

All other questions – Ruie Lavoie at 410.887.0982 or by email to ruie.lavoie@maryland.gov.

