



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS
January 8, 2019
35 W. Washington Street
Hagerstown, MD 21740
240-313-2050

Present:

Board:

Bruce Field, President
Tammy Downin, Vice President
Jim Schultheis, Secretary
William Blazes, Member
Martin Lumm, Member

Staff:

Kaye Robucci, Election Director II
Barry Jackson, Election Deputy Director II

Guests:

Matthew Breeding, Republican Central Committee

President Bruce Field called the meeting to order at 2:01PM at the Washington County Board of Elections Office, 35 W. Washington Street, Suite 101, Hagerstown MD 21740. Board Attorney Roger Schlossberg was absent. There was a quorum present.

Approval of Minutes of December 11, 2018:

In Old Business, I.A, Tammy Downin wondered why the numbers in rows 2 and 3 of the absentee ballot chart do not add up. Barry Jackson said he would look into it.

In Old Business, I.A.5. Packing of Supplies, Tammy Downin requested to change "Tammy said..." to "It was discussed..."

In Old Business, II. New location for the Office, Warehouse, Training, and Early Voting, Tammy Downin asked that the wording be changed from "current county commissioners" to "newly elected county commissioners."

Executive Session – Tammy Downin asked that the reason for closing be added.

Tammy Downin moved to approve the December 11th minutes as amended, Marty Lumm seconded, and the motion was carried unanimously.

Additions/Changes to the Agenda:

Board of Canvassers will meet after close of regular session.

Correspondence:

I. Board of Education Sign Regulation – The Washington County Board of Education approved a policy of allowing political signs on Election Day that mirrored state law. Previously, the Board of Education policy was to allow placement of signs no earlier than 7:00PM the day before Election Day, and signs must be removed no later than 6:00AM the day after Election Day. State law was changed in 2017 to allow political signs to be placed no earlier than 5:00PM the day before Election Day and removed no later than 8:00AM the day after Election Day. In December 2018, the Board of Education voted to adopt these same times as their official policy. Board of Education staff consulted with Board of Elections staff throughout this process.

Reports:

- I. Election Director
 - A. Personnel - Discuss in Executive Session.
 - B. Meetings & Trainings
 - 1. EW Manual Committee: Nothing to report
 - 2. Modernizing Absentee Ballot Opening Procedures: Barry Jackson reported that the committee met in Howard County on December 13, 2018. The committee approved legislative changes and a MAEO Resolution to present to SBE. The MAEO Board then met on December 17, 2018 and requested a straw poll of LBEs before deciding to present to SBE. The straw poll revealed that all counties either supported the legislation or had no position. No counties opposed it.
 - 4. Legislative Committee: Bills that the Legislative Committee is considering for the 2019 General Assembly.
 - a. SB32 – Reduced Days of Early Voting – would remove Saturdays and Sundays during Early Voting.
 - b. MAEO Initiative: Administrative Leave for all county/city employees who serve as Election Judges on any election day when the jurisdiction is open. - NEED BILL SPONSOR
 - c. MAEO Initiative: Removal of "in MD" from requirement to be a registered voter in order to work in an election office
 - d. Creation of a Commission to revise the Maryland Election Code - NEED BILL SPONSOR

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- C. Correspondence Received – N/A
- D. Registration Statistics for December 2018 were distributed to the Board
- E. Post Election Maintenance
- F. Manual Tabulation Audit – Caroline County performing theirs this week, Carroll County next week. Kaye Robucci and Barry Jackson are participating in the Carroll County manual recount.
- G. Candidate Filing for 2020 begins February 5, 2019.

II. Attorney – N/A

Old Business:

- I. New location for the Office, Warehouse, Training and Early Voting – Kaye Robucci contacted County Budget and Finance about preparing a Capital Improvement Plan (CIP) for FY20. Marty Lumm and Bruce Field suggested tripling the lease amount. Jim Schultheis suggested an informal meeting with the County Commissioners in February. Marty suggested we do the “homework” and present a number of facilities to the Commissioners.
- II. Tri-Hosts for the 2019 MAEO Meetings – Kaye Robucci, Barry Jackson, and Diane Loibel from Allegany County will attend the MAEO Conference Planning meeting on January 11, 2019.
- III. Early Voting Location(s) for 2020 – considering Fairplay Fire Company and Ag Center for second Early Voting site.
- IV. Christmas Dinner – December 6, 2019, Hickory Bridge
- V. Vote to Amendment Bylaws – Section 3.1.A – The board voted unanimously in favor of the motion presented in the December 11, 2018 meeting to change the meeting time to 3:00PM.

New Business:

- I. Canvass Minutes – tabled until next meeting
- II. FY20 Budget – Kaye distributed copies of the draft budget to the board and went over the significant increases in some of the line items. Jim noticed an adding error in the spreadsheet that drastically reduced the increase in the budget.

Members Remarks:

Scheduling of Next Meeting:

The next meeting of the Washington County Board of Elections will be held on Tuesday, February 12th, 2019 at 3:00PM. The location is Washington County Board of Elections Office, 35 W. Washington Street, Hagerstown, MD; as pursuant to the Bylaws of the Washington County Board of Elections, Article 3, Section 3.3(A) 8.

Distributed Information:

I. December Registration Statistics

Adjournment:

There being no other business to come before the Board at this time, Bruce Field called for a motion to adjourn the regular session and reconvene the Board of Canvassers. Tammy Downin made this motion at 3:36PM. Marty Lumm seconded the motion, and it was carried unanimously.

Executive Session:

At 3:40PM, Jim Schultheis moved to adjourn the Board of Canvassers and convene an Executive Session under State Government Article, § 10-508 (a) to discuss: (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction. The vote to close the regular session and go into closed session was as follows:

Motion By: Jim Schultheis

Seconded By:

Marty Lumm

Vote to Close Session:

	AYE	NAY	ABSTAIN	ABSENT
Bruce Field	{ }	{ }	{X}	{ }
Tammy Downin	{X}	{ }	{ }	{ }
James Schultheis	{X}	{ }	{ }	{ }
Martin Lumm	{X}	{ }	{ }	{ }
William Blazes	{X}	{ }	{ }	{ }

Topics to be discussed were staffing of the canvassing process and how to improve it and Kaye Robucci's performance evaluation.

After the discussion was finished, Tammy Downin made the motion to close the Executive Session at 4:14PM, Marty Lumm seconded, and the motion passed unanimously. The Board of Canvassers then reconvened to decide on status of four absentee ballots returned after the 2018 Gubernatorial General Election had ended.

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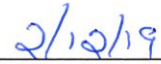
The Bylaws with advice of counsel shall follow the requirements of the Open Meetings Act as specified under Title 10, Subtitle 5 of the State Government Article.

Compiled by Barry Jackson
Deputy Election Director II

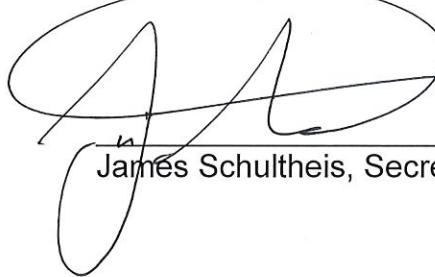
Respectfully Submitted,



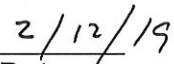
Bruce Field, President



Date



James Schultheis, Secretary



Date

