



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

December 13, 2016
35 W. Washington Street
Hagerstown, MD 21740
240-313-2050

Present:

Board:

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

Staff:

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

Guests:

Jerry DeWolfe, Republican Central Committee Chair

Bruce Field, President, called the meeting to order at 2:09PM; at the Washington County Board of Elections Office, 35 W. Washington Street, Room 101; Hagerstown MD 21740. Roger Schlossberg, board attorney, was absent. There was a quorum present.

Approval of Minutes of October 11, 2016:

Bruce Field requested the following changes be made to the minutes:

Under "Additions/Changes to the Agenda:" page 1, addition should read,"L. Hiring of Election Workers."

Under "New Business, Section L." add the sentence,"Family members are permitted to be hired."

Jim Schultheis moved to approve the minutes as amended, Tammy Downin seconded, and the motion was carried unanimously.

Additions/Changes to the Agenda:

Under New Business, Section B. FY17 Budget should be changed to FY18 Budget.

Correspondence:

None

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Reports:

- A. Director's Report
 - a. 2,300 inactive voters were changed to cancelled in MDVOTERS.
 - b. Director's meeting coming up in January.

Old Business:

- A. Phoenix Color Warehouse – Packed up Early Voting room on 12/12. Kaye asked the board's direction on discussing election board's future in the warehouse. Should we discuss it with the Sheriff's department? Bruce suggested we discuss it with the county administration (Greg Murray, Jim Sterling).

New Business:

- A. By-Laws of Washington County – **Tabled until January 2017**
- B. FY18 Budget
 - a. Location of Office, Warehouse, Early Voting, Training. Discussed putting line item in budget for moving costs. Kaye said she would come up with an estimate.
 - b. Second Early Voting Site for 2018? Barry presented findings of research from 2016 Presidential General early voting. Voters from precincts from the far ends of the county did not turn out for early voting as did voters from precincts closer to the early voting center. Although it is not clear where the first early voting center will be in 2018, it was suggested that a second early voting site be sought in the Boonsboro area, making it more convenient for voters in the eastern and southern parts of the county (Cascade, Smithsburg, Sharpsburg, Dargan, Knoxville). Kaye will put money in the budget for it. A second early voting site requires the agreement of SBE, LBE and County Commissioners.
 - c. Increase Pay
 - i. Part-time Employees – Some part time employees currently make \$10/hr. Kaye suggested an increase to \$15/hr. Board agreed.
 - ii. Election Workers – Kaye said that in the past, the county has rejected her requests for a \$50/day increase. Bruce brought up possibility of working half-day. Tammy mentioned possibility of increasing pay by \$25, instead of \$50. Kaye will budget for an across the board increase of \$25.00 for election workers. She will research the half-day idea.
- C. Recount
 - a. Process – We received numerous compliments from SBE on how we conducted the recount.
 - b. Expenses – Linda Lamone, state election administrator, asked to get a report on the expense of the recount.
 - c. Request for Reimbursement for Team Member – Board agreed to cover costs
- D. Review of General Election Activities – comments, suggestions, improvements
 - a. Early Voting
 - b. Supply pickup

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- c. Election Day – Marty asked why are some precincts so close together, such as Wilson Ruritan/Wacohu Grange Hall and Maugansville Elementary/Maugansville Ruritan. Jim said Valley Grace is not sufficient to support an election. Bleed-through of ink through ballots will be discussed at future state meetings.
- d. Election Night – Board agreed that from their standpoint, return of supplies went much better than during the primary election. Barry reported that all the chief judges returning supplies thought the process was much more efficient. The only complaint was having to wait in their cars for several minutes and, on a few occasions, returning precincts being processed out of order.
- e. Polling Places
 - i. Potomac Towers – The new, larger space worked much better than the previous space.
 - ii. HCC – Complained on election day that there were “Trump” signs all over their property and wanted to take them down.
- f. Canvasses – Nothing to report
- g. Voters – comments, complaints (tabled until January meeting)
- h. Phones – Nothing to report
- i. Training Program – Kaye asked if there is anything we could have done differently to better train the election workers. Jim said, by and large, the process works.
- j. Polling Place Evaluation Program – Tammy Downin suggested rearranging the order of questions on the form so that the board members would not have to flip back and forth.

Executive Session:

Bruce Field called for a motion to recess the board meeting under State Government Article, § 10-508 (a) (2) To protect the privacy or reputation of individuals with respect to a matter that is not related to public business (Reason for Closing: To discuss performance evaluation of Election Director). Tammy Downin made this motion at 3:35PM; Jim Schultheis seconded the motion, and it was unanimously passed. There was a quorum present. Kaye Robucci, Barry Jackson and Jerry DeWolfe left the meeting prior to convening the executive session.

At 4:05PM, Tammy Downin moved to close the executive session and reconvene the board meeting. Bill Blazes seconded the motion, and it was carried unanimously.

Members Remarks:

None

Scheduling of Next Meeting:

The next meeting of the Washington County Board of Elections will be held on January 10th, 2017 at 2:00PM. The location is Washington County Board of Elections 35 W. Washington St. Room 101, Hagerstown, MD; as pursuant to the Bylaws of the Washington County Board of Elections, Article 3, Section 3.3(A) 8.

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Distributed Information:

None

Adjournment:

There being no other business to come before the Board at this time, Tammy Downin made the motion to adjourn at 4:10PM; Bill Blazes seconded. The motion was passed unanimously.

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
Election Deputy Director II

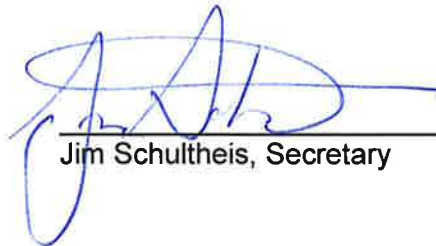
Respectfully Submitted,



Bruce Field, President

1/13/17

Date



Jim Schultheis, Secretary

1-13-17

Date