



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

February 13, 2018

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

Staff:

Barry Jackson, Election Deputy Director II

Guests:

Donny Ravas, Hagerstown Tea Party

Mary Ann Keyser, Democratic Central Committee

President Bruce Field called the meeting to order at 2:00PM at the Washington County Board of Elections Office, 35 W. Washington Street, Suite 101, Hagerstown MD 21740. Board member Martin Lumm, Board attorney Roger Schlossberg, and Election Director Kaye Robucci were absent. There was a quorum present.

Approval of Minutes of January 9, 2018:

Correspondence: Change number headings to letters

Old Business: "VI. Follow up to letter to County Commissioners" – change "sharing with" to "forwarding to."

Jim Schultheis moved to approve the January 9, 2018 minutes as amended, Bill Blazes seconded, and the motion was carried unanimously.

Additions/Changes to the Agenda:

Under "Correspondence," add "C. Election Cybersecurity," emailed to the board.

Under "New Business," add "D. Ethics Disclosures"

Under Distributed Information, add "B. Legislative Update"

Under Distributed Information, add "C. Candidate Listing"

WASHINGTON COUNTY BOARD OF ELECTIONS

February 13, 2018

Page 2

Correspondence:

- I. December 21, 2017 Director's Meeting Minutes emailed to the Board
- II. January 26, 2018 House Ways & Means Briefing distributed to the Board
- III. Election Cybersecurity emailed to the board

Reports:

- I. Election Director
 - A. Personnel - Nothing to report
 - B. Meetings & Trainings
 1. Personnel Committee: N/A
 2. EW Committee: Reviewing Early Voting Manual
 3. Director's Meetings: 2/1/18 (don't have minutes yet). Next meeting 3/8/18
 4. MAEO Legislation: Barry Jackson referred to the Legislation handout distributed to the board and highlighted the following bills:
 - a. HB 63 (Ballots – Random Ordering of Names) – Local boards would draw names to determine ordering of names on ballots.
 - b. HB 152/SB1048 (Secure and Accessible Registration Act) – Automatic voter registration through MVA, DHMH, MHBE, DoT, and the Comptroller's office. Potential impact to Washington County is huge if automatic registration causes enrollment to go over 125,000, because we would be required to go to three early voting centers.
 - c. HB 280/SB1061 (Voter Registration – Affiliating with a Party) – allows unaffiliated voters to select a party at early voting. This bill never made it out of committee last year and is not expected to this year.
 - d. HB 532/SB594 (Registration and Voting at Precinct Polling Place) – Same Day Registration on Election Day. Expected to pass and will appear on the November ballot for voters to decide.
 - e. HB 542 (Eligible Detainees – Information on Voting Rights) – program for inmates similar to nursing homes.
 - f. HB1444 (Primary Elections – Voters Not Affiliated With a Political Party) – allows anyone not affiliated with a particular party to vote that party's ballot.
 - g. SB 190 (International Election Observers) – hot debate in Annapolis over this one. We oppose allowing observers to receive registration lists.
 - h. SB 333 (Ballot Request and Canvassing Procedures) – if two provisionals are submitted by one voter, both are rejected; if both provisional and absentee are submitted, provisional is accepted; requires DL as proof with online absentee application; requires DL or SSN with FVAP application.
 - i. SB547 (Elections by Mail) – same as last year, “all elections shall be conducted by mail.”

WASHINGTON COUNTY BOARD OF ELECTIONS

February 13, 2018

Page 3

5. Modernizing Absentee Ballot Opening Procedures – Nothing to report
 6. Inventory Training – meeting February 9, 2018
 7. MDVOTERS Training – Election Workers & SDR
 - C. Correspondence Received: N/A
 - D. Voting System Activities:
 1. Pre-Primary Election Testing conducted January 16-19, 2018: Members of the board and staff participated. Additional testing February 12-16, 2018 on pollbook only. Dean will participate in the testing.
 - E. Candidate Filings: Deadline February 27, 2018 at 9pm. The following candidates have filed since the January 9, 2018 board meeting: County Commissioner (Charles Burkett-Rep, Harry Jones-Dem, Casey Hoffman-Rep, Jeff Cline-Rep), Board of Education (Mike Guessford), Central Committee (Alan Levin-Dem Male, Mary Ann Keyser-Dem Female, Dale Ruby-Dem Male, Claudia Martin-Dem Female, Randall Barber-Dem Male, Paul Banister-Rep)
 - F. Precinct & Polling Issues:
 1. Polling Place Surveys and layouts – surveys of all polling places have been completed. Polling room layouts will be completed by March 12, 2018.
 - G. Projects
 1. Location for EW Training – Bruce Field will defer to Old Business
 2. Notification of polling places – Barry Jackson still waiting on four polling places to return the signed Polling Place Agreement, authorizing our use of their facilities.
 3. Recruiting Election Workers – Sherrie & Tammi resent applications to 150 election workers.
 4. Citizen Guide update – Teresa Morningstar completed it on February 6, 2018, added to the website on February 13, 2018.
 5. Firewall, Election Night Returns – Dean Robucci, nothing new to report.
- II. Attorney's Report - None

Old Business:

- I. Early Voting Agreement – Roger Schlossberg sent the draft early voting agreement to the board for review.
- II. Request for Confidentiality – Kaye Robucci contacted the voter to request additional information. Kaye has not yet received that information, but, in the meantime, she has made the voter confidential in the database in anticipation of receiving the additional information.
- III. Election Worker Training Location – Barry Jackson reported that he and Kaye Robucci met with Jacinta Ingream of Hager Hall to discuss the use of the Crystal Ballroom as our training facility. The room can be split into two separate rooms with a privacy wall in between. Ms. Ingream said there are four customers who have reserved the room during the timeframe we need it, but she would contact them to see if they would be willing to move to another room.
- IV. FY19 Budget and Capital Improvement Plan – Budget and CIP have been forwarded to the County Commissioners for approval.
- V. Disaster Recovery Plan – tabled until after MAEO
- VI. By-Laws – Bruce Field asked Barry Jackson to research how other LBE's handle minutes for closed session. The current by-law 3.3.E.2 requires that closed session minutes be held until the next closed session for approval. Bruce said that closed sessions could be many months apart, and it would not be practical to wait that long to approve previous minutes.
- VII. Alternate Early Voting Site – Kaye Robucci, Barry Jackson, and Dean Robucci visited Hagerstown Regional Airport's fire station, the alternate early voting site, on February 5th. The apparatus bay will serve as the voting area, but because it is not air conditioned, the scanning

WASHINGTON COUNTY BOARD OF ELECTIONS

February 13, 2018

Page 4

units will need to be kept in the hallway outside the apparatus bay. Because of the physical makeup of the building, voters will have to wind their way around almost the entire building to complete the voting process. Kaye, Barry, and Dean agreed that it was not an ideal situation but the best we have for now.

VIII. MAEO Conference and MAEO Election – March 13th – 16th. Barry Jackson announced that he is a candidate for MAEO Board.

New Business:

I. Printing of Election Worker Manual – Request for quotes has gone out. Quotes are due February 16, 2018.

II. Town of Smithsburg – There is a petition to stop the annexing of a parcel of land by the town.

III. Recount Video – Cortnee Bryant of SBE completed her first draft of the recount video she has been working on, based on our experience during the 2016 General Election recount. The board took a moment to watch the video. All agreed it was very well done.

IV. Ethics Disclosures are due by April 30, 2018.

Members Remarks:

Tammy Downin thanked Barry Jackson for being so involved at the state level.

Future Events:

I. 2018 MAEO Conference: March 13-16, 2018

Scheduling of Next Meeting:

Since the board will be together at the MAEO Conference, there will not be a regular meeting in March. The next meeting of the Washington County Board of Elections will be held on Tuesday, April 3, 2018 at 2:00PM. The location is Washington County Board of Elections 35 W. Washington St., Suite 101, Hagerstown, MD; as pursuant to the Bylaws of the Washington County Board of Elections, Article 3, Section 3.3(A) 8.

Distributed Information:

I. January Registration Statistics

II. Legislative Update

III. Candidate Listing

WASHINGTON COUNTY BOARD OF ELECTIONS

February 13, 2018

Page 5


Adjournment:

There being no other business to come before the Board at this time, Tammy Downin made the motion to adjourn at 3:10PM, Bill Blazes seconded, and the motion 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

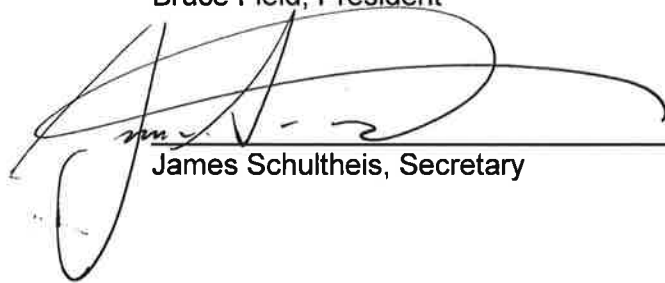
Respectfully Submitted,



Bruce Field, President

3/2/18

Date



James Schultheis, Secretary

3/2/18

Date

