

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION August 12, 2008

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

Present:

Board

Eileen Wiggins, President
John Benchoff, Democratic Member
Clyde Tate, Republican Member
Sharon Washington, Democratic Alternate
Carroll Earp, Republican Alternate
Roger Schlossberg, Attorney

Staff

Dorothy Kaetzel, Director
Kaye E. Robucci, Election Deputy Director, I

Eileen Wiggins called the meeting to order at 2:04 PM. There was a quorum present.

Approval of Minutes of July 8, 2008

Eileen Wiggins asked if the Board had any corrections or modifications to the minutes of the July 8, 2008 Board Meeting. Eileen Wiggins requested the following change (**in bold**):

Page 3: Old Business - A. Election Judges

He originally was on the substitute list and temporarily filled in during the primary election. **The Board approved this recommendation and a letter will be sent to this worker.**

The minutes were approved as corrected.

Addition/Changes to the Agenda:

Dorothy Kaetzel requested the following change to the agenda:
Correspondence – Washington County By-laws

Correspondence:

A. Washington County By-Laws

Memo from Ross Goldstein, SBE, regarding the approval of the Washington County By-laws.

B. MAEO Meeting – March 11, 2008

Minutes of the March 11, 2008 MAEO Meeting were e-mailed to the Board.

Washington County Board of Elections
August 12, 2008 Board Minutes (Continued)
Page 2

C. MAEO Director's Meeting – June 25, 2008

Dorothy Kaetzel reviewed the following items of the MAEO Director's Meeting:

- Extended hours – recommended having a script to refer to
- High voter turnout is expected in November
- Delayed billing problems
- Task Force Report – another change is coming before the General Election

D. Letter to Mayor Bruchey

Letter to Mayor Bruchey regarding the conduct of the City of Hagerstown Elections.

E. Election Billings

Letter from Linda Lamone, SBE, to Jan Gardner, President Frederick County Commissioners, regarding the delayed billings.

F. Fair Elections Legal Network

The Fair Elections Legal Network is urging the State to order the use of paper ballots in polling places whenever wait times become excessive.

G. Salary Study

The Washington County Salary Study will hold a public hearing on August 18, 2008 at 7:00 PM. The hearing will be held at 100 W. Washington Street, Hagerstown, MD.

H. Election Worker

Letter was sent to Mr. Vertrees informing him he would be placed back on the substitute list.

I. Warehouse Space

Our current contract has been extended through December 31, 2008. Senator Donald Munson is to call Greg Murray, County Administrator, to discuss the issue. Jim Sterling said the Phoenix Building may be available for use by the Election Board and the Sheriff's Department.

Washington County Board of Elections
August 12, 2008 Board Minutes (Continued)
Page 3

Reports:

Kaye Robucci attended the Election Worker Open House Training held in Anne Arundel County on August 9, 2008 to observe the process. Kaye Robucci observed the need for many helpers and equipment. Anne Arundel County had available 50 Electronic Poll Books, 10 voting units, 16 staff members and 5 trainers during the open house.

Old Business:

A. First floor Conference Room

The first floor conference room has been reserved, if needed, for Board Meetings through December 2008. The conference room is not available in September.

B. City of Hagerstown

Dorothy Kaetzel reported that she spoke with Commissioner, John Barr. Mr. Barr had spoken with Boyd Michael regarding the issue of schools being in session during the City of Hagerstown Elections. The issue will be discussed with Superintendent Morgan.

On August 6, 2008, Dorothy Kaetzel met with Donna Spickler, City Clerk, Brenda Hawbaker, Assistant, and Eve McGrory, City Board Member to review the paperwork for the city elections. The next meeting is September 3, 2008 at 10:00 AM. Nathan Robinson, Premier Representative, will attend.

Dorothy Kaetzel sent the letters to the polling places requesting the use of their facilities. Donna Spickler is collecting information regarding the cost of the elections.

C. Office Picnic

The office picnic is Friday, August 15 at 6:00 PM at the home of John and Helen Benchoff.

D. Polling Place Surveys

Eileen Wiggins and John Benchoff will survey the new Mougansville and Pangborn Elementary Schools on August 28, 2008. John Benchoff will check the phones at the schools.

E. E-Poll Book Upgrade

The upgrade for the E-poll books is due the week of August 25, 2008.

Washington County Board of Elections
August 12, 2008 Board Minutes (Continued)
Page 4

New Business:

A. Voting Unit Demonstration

Clyde Tate and Carroll Earp will provide a demonstration of the voting unit at the Suns' Game on August 20, 2008

Member Remarks:

Carroll Earp reported that he spoke with Delegate, Chris Shank, on July 17 regarding the absentee process. Delegate Shank recommended that this request come from SBE to the delegation. Carroll Earp also discussed the possibility of increasing the number of regular board members and eliminating alternate board members. Again, Delegate Shank recommended this request come from SBE to the Legislature.

Adjournment:

The next Board Meeting will be September 9, 2008 at 2:00 PM.

There being no further business to come before the Board at this time, John Benchoff made a motion to adjourn at 3:55 PM; Clyde Tate seconded the motion. Unanimously approved.

Compiled by Kaye E. Robucci
Election Deputy Director, I

Respectfully Submitted,

Eileen Wiggins
Eileen Wiggins, Board President

9/9/08
Date

Carroll Earp
Carroll Earp, Board Secretary

9/9/08
Date