

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION

August 14, 2012

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

Present:

Board

John Benchoff, President
Carroll Earp, Vice President
Tammy Downin, Secretary
Bruce Field, Member
William Blazes, Member

Staff

Kaye Robucci, Election Director, I
Sharon Mackereth, Election Deputy Director, I

John Benchoff called the meeting to order at 2:05PM. Roger Schlossberg, Board Attorney, was absent. There was a quorum present.

Approval of Minutes of July 10, 2012:

John Benchoff asked if the Board had any corrections or modifications to the revised minutes of the July 10, 2012 Board Meeting. Carroll Earp made a motion to accept the revised minutes as submitted; Tammy Downin seconded the motion. Approved as submitted.

Addition/Changes to the Agenda:

Kaye Robucci, Director, requested the following additions to the agenda - under

Correspondence:

Fairplay Fire Hall District 12

Elementary School Polling Places for Districts 23 and 25-2 being closed

Non-election activities within the 100ft "No Electioneering Zone"

MAEO Agenda – August 22, 2012

Correspondence:

A. Non-election activities within the 100ft. "No Electioneering Zone" -

The Director informed the Board of a request from the Interfaith Service Coalition, a group of churches in the Hancock area, who want to setup a bake sale at the polling place on Election Day. The group requested approval to setup inside the 100ft. zone for the need of shelter.

The polling place is Hancock Middle/Senior High School, District 5. It seems that another organization, the high school Band Association, already operates a bake sale at the school within the 100ft zone. The Boards' initial thoughts were - that the Director should have the right to make that decision.

The State Law only prohibits "No Electioneering" within the 100ft. zone. This is not standard in Maryland, for some counties do not enforce this restriction at the polls. In a current "County Bulletin" just received, the State is taking the stance that the bottom line is that it is up to each local board to determine whether non-electioneering activities can be allowed at voting locations in the county. Our Board agrees that we contract with these polling locations – not the State. The Election Board recommends across the board decision to not allow any activity inside the 100ft zone. Consequently, if an organization wanted to setup just outside the 100ft, this would be permissible. John Benchoff, Board President, requested a vote on this issue. Bruce Field so moved to prohibit any Non-Election activities within the 100ft "No Electioneering Zone," recognizing the prohibition on electioneering; Tammy Downin seconded the motion. Unanimously approved.

B. Thank you letter from Eileen Wiggins -

We received a thank you note from Eileen Wiggins on her appreciation of the luncheon held on July 19, 2012. She was very grateful for the gift cards and water glasses.

C. Thank you to Morris Lay regarding 18-1 Chewsville -

Morris Lay, our contact with the Chewsville Community Center, called Kaye Robucci in response to a letter sent to him on July 11, 2012. The letter was to inform the Chewsville Community Center, that after much consideration, we have had to change the polling place. The new polling place for District 18-1 will be Bethel United Methodist Church. In the letter our Director requested permission to post signs at the Chewsville Community Center directing voters to the Church. Mr. Lay agreed to allow this office to post those signs on Election Day.

D. Fairplay Fire Company, District 12 -

The County Commissioners have voted to suspend the Fairplay Fire Company. This is a polling place location for District 12. The County has agreed to cover the insurance for the balance of this year, which will allow us to use the facility for the 2012 Presidential General Election. But, if the suspension does not change we will have to find a new polling place for 2014 elections.

E. District 23 Conococheague Elementary School and District 25-2 Winter Street Elementary School -

The Washington County Board of Education has approved the closing of these two schools. Both of these schools are used as polling places. The County will be building one new facility with plans to combine the schools. The closures are scheduled for after the 2015/2016 school year.

F. MAEO agenda for August 22, 2012 was given to the Board. The Director reminded the Board that they are welcome to attend the MAEO meetings.

Reports:

A. Survey of District 6-2 – Boonsboro Middle School -

Sharon Mackereth gave an overview of the survey done on July 12, 2012 of Boonsboro Middle School. John Benchoff, Carroll Earp and Bruce Field, Board Members, and Roger Schlossberg, Board Attorney, and I completed the re-survey. The purpose of the re-survey was to take another look at the parking area for handicap accessibility and the layout of the actual polling room.

The outcome of the re-survey was as follows –

- Handicap designated parking is a considerable distance from the front entrance. The driveway in front of the school circles around the front and has several parking spaces that are generally used by the secretaries. The Board and Board Attorney agreed that these front spaces should be designated as handicap parking on Election Day.
- The layout of the polling area, which is the cafeteria, has an alcove in the one corner of the room with an exit to the outside that we prefer voters not use. A suggestion to hinder the use of this exit – is to pull the provisional ballot table, provisional booth and chief judge table out facing into the room thereby blocking the use of that exit.
The cafeteria kitchen area is locked and not used during the election. As per Diane Longnecker, Custodian, there is a kitchen area next to the cafeteria that is accessible to our judges throughout the day.
- Another issue with the layout is the location of the voting units – they need to be angled in the direction away from the main entrance into the polling room.

B. Post Election Maintenance – going good -

The Director informed the Board that the Touch Screen Post Election Maintenance should be finished by Thursday, August 16th. Kaye Robucci, Director, thanked the Board members for their time and assistance.

C. Absentee Ballot Wizard, Mock Canvass –

Kaye Robucci informed the Board of the Mock Canvass conducted on July 26, 2012. The Mock Canvass was primarily an exercise with the Online Absentee Ballot Marking Wizard. This is used for retrieving a ballot via the internet and actually marking that ballot. The original law was to include both Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) and the disabled citizens. The Attorney General's office is debating on whether the disabled citizens should receive the right to vote electronically. At this time we have not heard either way. So as it stands, only UOCAVA voters have the ability to vote using the Online Ballot Marking Wizard.

Online Absentee Ballot Marking Wizard -

- LBE receives an absentee application requesting an e-mailed ballot from a UOCAVA voter. The LBE enters this information into MDVoters Voter Registration System. The State pulls this information and sends the voter an e-mail with a website to retrieve their ballot. The voter retrieves the ballot implementing the Online Absentee Ballot Marking Wizard. After the voter – votes his ballot, he prints the ballot off and mails it to the LBE. The printed ballot has a QR barcode (Quick Response) on the top of the ballot. This code represents the type of ballot and how it is voted.
- A scanner, computer, and Ballot-on-Demand Printer (provided by SBE) are required to retrieve the voted ballot. The handheld scanner - scans the QR barcode, it appears on the computer screen and then it is ready to be printed on the special ballot paper. The ballot would need to be inspected and compared to the original paper ballot the voter sent in.
- One major thing to be aware of is – after a voter votes a ballot using the wizard and prints it – they could still manually vote that ballot. In which case, those votes would not appear on the in house printed ballot. The ballots would need to be inspected for this possibility. SBE has provided “Ballot Generation Accounting Report” for processing these ballots during canvassing.

D. Notification of 1889 voters in 18-1 -

The Director informed the Board that voter notification cards were sent out to all active voters in District 18-1 Chewsville. The VNC's were to notify the voters of the polling place change from Chewsville Community Center to Bethel United Methodist Church in Chewsville. To save postage cost – the cards were sent by bulk mail.

Old Business –

A. Petition updates – Ashley Haywood and Rob Sobhani for US Senator -

The Director informed the Board that the staff has completed two more petitions. The most petitions this office has ever had, approximately 19,500 signatures. The General Election ballot will have many questions – Three Statewide Constitutional Amendment Questions, Four Referendum Questions - the Dream Act, the Re-Districting, the Gaming Expansion/Tables, and Civil Marriage and one City of Hagerstown Non-Partisan Election question.

B. Election Worker Training Classes -

The Board perused the list of training classes set up for the month of September, 2012. The Director requested the Board Members to let us know which classes you would not be able to assist with. This office has received approximately 18 new workers interested in being Technical Judges.

The curriculum for all of the judges has not been set up for each class. The Director has come up with a list of what we consider the most important errors made in the primary election. One main issue of course, is the provisional ballots. Part of the training for the Chief Judge will include completing a Provisional Ballot Application.

There are several things to consider with the Provisional Judges –

- Should we provide them with their own e-poll books?
- Should we have a judge actually designated Provisional Judge and nothing else?
- Should we pilot the Provisional Judge program – test it on a smaller scale before we put it out there for all polling places?

C. General Election Preparations

- Checklists

The Checklists, developed by Bruce Field, Board Member, will be part of the training program. The Board agreed that we should get these checklists to them in as many ways as possible. We should have them in training, in the machines and in the materials provided. At training class ask the judges, “Where should we put these so that you will get them and use them?” A suggestion was made that maybe we should make-up packets specifically for the check-in table, the unit judge table and the chief judge table. Something like an envelope or pocket to hold all the necessary things pertinent to each judge type.

- Calendar

The Board perused the Election Day Schedule. The Director had e-mailed this to the Board. The question marks on the schedule for Tammy Downin and Bill Blazes are for comparison with their work schedule. Tammy and Bill agreed to be here Thursday, October 27th to verify the supplies needed for Early Voting. The L&A on E-pollbook equipment will be going on at the warehouse and the balance of the Board will be helping. We are lucky to have a Board so accommodating. The Board agreed to do the survey of Early Voting polling place during the early voting process.

- Security update

The Director informed the Board that a call was placed to Col. Randy Wilkinson and Capt. Pete Lazich regarding County deputies performing drive-bys of polling places throughout the County on Election Day. Hagerstown City Police Dept. will be doing drive-bys for polling places within the City of Hagerstown. Municipalities will have their own patrol officers to enforce security on Election Day for local towns. We would be requesting drive-bys several times during the day, considering the turnout for this election.

D. Summer picnic – September 13, 2012 at 6:00PM -

The summer picnic will be held at Roger and Melanie Schlossberg's home at 13520 Overhill Dr., Hagerstown. The Schlossberg's will supply hamburgers and hot dogs. Everyone else should provide a covered dish of their choice. We will be having substitute judge training that day in the morning.

New Business

A. By-Laws, discussion of an Assistant Secretary –

The Board requested this issue to be tabled until the next Board Meeting in September, 2012.

B. Phones at South Hagerstown High School, District 10-2 –

John Benchoff will contact his representative at the Board of Education regarding telephones for the polling place at South Hagerstown High School, which has been moved back into the gymnasium.

C. Election Workers discussion –

The Board discussed the election worker issue at District 5, Hancock. A letter regarding training will be sent to her.

D. Early Voting and Election Day signage –

The Director informed the Board of several ideas we have been thinking of to get the message out to voters about Early Voting.

Sherrie Bonebrake is lining up the electronic signs for directing voters to the Early Voting polling place and directing voters to the new polling place in Chewsville. Signs are also needed at South Hagerstown High School directing voters in the direction of the gymnasium and at Rohrsersville to direct the voters to Substation 8. The Director is going to look into getting more handicap signs from SBE – Rick Urps.

The idea of possibly putting up an Early Voting sign at locations in the County that is frequented by many people was discussed. Locations like shopping centers or malls. The Board agreed that the number of voters that sign would reach is not worth the hassle.

E. Parking for Board Members during the elections –

The Director informed the Board that she was asked by a local businessman as to why our Board needed the designated parking spaces to the back of our building. He commented that it takes parking spaces from his patrons. Why can't the members park in the parking deck? The Board requested street parking permits on Election Day and parking deck permits for canvass days. Our attorney requested a parking spot out front of the building.

F. Churches used as Polling Places –

The Board discussed the use of churches as polling places in regards to several emotionally charged questions on the ballot. If the church had literature placed within the building against this referendum that would be electioneering.

Roger Schlossberg, Board Attorney, put this question to the State Board and they had never given it a thought. The Board requested that this topic be put on the agenda for the Board Meeting in September, 2012.

Members Remarks

Tammy Downin expressed her thanks for her Birthday Card.

Scheduling of Next Meeting

The next meeting of the Washington County Board of Elections will be held at 2:00PM in this building on September 11, 2012.

Distributed Information

New COMAR - July 19, 2012

List of filed candidates for the 2012 Presidential General Ballot

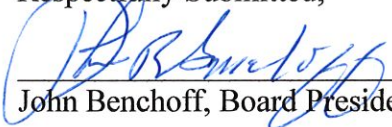
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Adjournment:

There being no further business to come before the Board at this time, Bruce Field made a motion to adjourn at 4:00PM; William Blazes seconded the motion. Unanimously approved.

Compiled by Sharon C. Mackereth
Deputy Director, I

Respectfully Submitted,



John Benchoff, Board President

9/11/2012
Date



Tammy Downin, Secretary

9/11/12
Date