

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION

April 8, 2008

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

Present:

Board

Eileen Wiggins, President
John Benchhoff, 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 2:06 PM. There was a quorum present.

Mr. Linn Hendershot is in the hospital and unable to attend the Board Meeting. He will be invited to the May 13, 2008 Board Meeting.

Approval of Minutes of March 11, 2008

Eileen Wiggins asked if the Board had any corrections or modifications to the minutes of the March 11, 2008 Board Meeting. Approved as submitted.

Addition/Changes to the Agenda:

Dorothy Kaetzel requested the following additions to the agenda:

Correspondence: Post Election Maintenance and Legislative Tracking Charts

New Business: FPCA

Correspondence:

A. Confidentiality Request

Copy of letter sent to voter regarding the confidentiality request. The letter was sent return receipt requested. No further information has been received from the voter.

**Washington County Board of Elections
April 8, 2008 Board Minutes (Continued)
Page 2**

B. Letter

Thank you letter was sent to David Munday, Board of Education, expressing our appreciation for the updated communication system in the schools. The schools changed from an analog phone system to VOIP.

C. SBE Letters

Copy of letters from Nikki Trella, SBE, to election workers answering their complaint about the extended hours for voting.

D. Election Worker Letters

Letters were sent to all election workers thanking them for their service. Letters were sent to all Chief Judges thanking them for their service and indicating any deficiencies in their paperwork. We have asked 11 precincts to come in for additional training.

Additional training classes for new workers will be held September 20 & 27, 2008.

E. MAEO Correspondence

The following minutes were e-mailed to the Board:
MAEO Legislative Meeting held 3/20/08
MAEO Director's Meeting held 10/24/07

F. State Ethics

Financial Disclosure forms are due April 30, 2008. Electronic filing is now available.

G. Post Election Maintenance

Post Election Maintenance is scheduled for May 19 – 23, 2008. A team has been requested to assist with the process.

H. 2008 - Legislative Tracking Charts

E-mail from Donna Duncan, SBE, regarding the 2008 legislative session. There was very little legislative change to the election process. Also, the funding for the new voting system was not cut from the budget. SBE will be moving forward with an RFP.

Washington County Board of Elections
April 8, 2008 Board Minutes (Continued)
Page 3

Reports:

A. Charter Committee – City of Hagerstown

Dorothy Kaetzel reported that she talked with Donna Spickler, Clerk, City of Hagerstown, regarding the revisions to the charter. The revisions to the charter will be presented to the Mayor and Council in June after the budget is passed on May 31, 2008. The Board will table their discussion until the May board meeting.

B. CERA Classes

Dorothy Kaetzel, Kaye Robucci, Sharon Mackereth and Sherrie Bonebrake will be traveling to Minneapolis, MN from April 16 – 20, 2008 to attend an Election Center Workshop and Class. They are working towards renewing their CERA certification.

Old Business:

A. Review the By-Laws

The Board continued their review of the By-Laws.

B. MAEO Plans

MAEO will be held May 4 – 7, 2008 at the Princess Royale Hotel in Ocean City, MD. We will be taking two door prizes.

New Business:

A. FPCA

We received two FPCA's from a Mr. and Mrs. Harris. It appeared that the same person signed both of the FPCA's. Mrs. Harris denied it and was offended by the suggestion. Nikki Trella, SBE, suggested sending a letter to each requesting their signature. We have received their letters and their signatures are different. Nikki Trella recommended that our attorney, Roger Schlossberg, send a letter to Mr. Harris along with a voter registration application to be completed, signed and returned by Mr. Harris.

Roger Schlossberg excused himself from the meeting at 3:30 PM.

John Benchhoff made a motion to confirm Eileen Wiggins selection of Roger Schlossberg as Board Attorney; Carroll Earp seconded the motion. The Board discussed the situation. All were in favor.

Roger Schlossberg returned to the meeting at 3:37 PM.

Washington County Board of Elections
April 8, 2008 Board Minutes (Continued)
Page 4

Member Remarks:

No remarks at this time

Adjournment:

The next Board Meeting will be May 13, 2008 at 2:00 PM. Linn Hendershot's report will be the first item of business.

There being no further business to come before the Board at this time, John Benchoff made a motion to adjourn at 3:45 PM; Sharon Washington seconded the motion. Unanimously approved.

Respectfully Submitted,

Eileen Wiggins
Eileen Wiggins, Board President

5/13/08
Date

Kaye E. Robucci
Kaye E. Robucci, Election Deputy Dir, I

4-9-08
Date