



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

March 20, 2017

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
William Blazes, Member
Roger Schlossberg, Counsel

Staff:

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

Guests:

Peter Perini, Chairman, Democratic Central Committee

Bruce Field, President, called the meeting to order at 2:02PM; at the Washington County Board of Elections Office, 35 W. Washington Street, Room 101; Hagerstown MD 21740. There was a quorum present.

Approval of Minutes of February 21, 2017:

Jim Schultheis moved to approve the minutes, Bill Blazes seconded, and the motion was carried unanimously.

Additions/Changes to the Agenda:

Under Correspondence, add B. Information for Future canvass teams
Under Old Business, add J. Biennial Meeting

Correspondence:

- A. MAEO Agenda (March 28, 2017)
- B. Information for future canvass teams – LBE's can use two member teams instead of four member teams. Washington County has always used four member teams.

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Reports:

A. Election Director

a. Personnel

- i. Kaye Robucci is a member of the MAEO Personnel Committee. The committee is working on additional job specifications within the Election Board Classification.

b. Meetings & Trainings

- i. Anti-bullying Training is available and required through the HUB for Kaye Robucci, Barry Jackson and Teresa Morningstar. The deadline to complete the training is May 21, 2017.
- ii. EO40 Lessons Learned on March 21, 2017. Barry Jackson and Teresa Morningstar to attend.
- iii. Director's Meeting on March 16, 2017. Kaye Robucci and Barry Jackson attended.

1. Highlights of the meeting. Minutes will be received and distributed for the April Board Meeting.

- a. Use of Ballot Marking Device (BMD), instead of paper ballots during Early Voting in 2018 (counties were split regarding this issue)

- i. Changes allow for 2 columns on each page;
- ii. Some candidates would still fall onto next page;
- iii. Still have navigation problems

b. Concerns

- i. Quantity of BMDs (would there be enough to go around, and would the extra quantity fit within the physical confines of the various early voting centers)
- ii. Electrical requirements
- iii. To re-deploy for Election Day, need to re-L&A
- iv. Cost
- v. Time frame BMD vs. paper, Can't move people as quickly
- vi. Space requirements, storage

2. There is a possibility of a constitutional amendment regarding Same Day Registration on the November, 2018 ballot.

c. Correspondence Received:

1. FVAP is updating the FPCA, deadline to comment is May 1, 2017

d. County-wide registration statistics as of March 20, 2017 were distributed to the board.

e. Voting System Activities:

- i. Post Election Maintenance on all voting equipment is almost done.
Thanks Bruce, Dean, Jay
- ii. All voting booths need to be checked before summer.

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- f. Candidate Filings:
 - i. 1 filing, Jason Malott for Register of Wills
 - g. Precinct & Polling Place Issues – Barry Jackson will conduct surveys of all polling places this summer.
 - h. Projects
 - i. National Change of Address (NCOA) - 3,000 records were processed.
 - ii. Electronic Records Information Center (ERIC) – 21 states are now involved. LBE's receive reports every other month.
- B. Attorney – The county commissioners approved IT services through June 30, 2017. The Board of Elections must submit bid documents by April 10, 2017 for the FY18 IT position.

Old Business:

- A. By-Laws of Washington County – tabled until next board meeting
- B. Warehouse – We are still allowed to use the restrooms in the west side until the restrooms in the large warehouse area are cleaned.
- C. FY18 Budget – \$25 increase for all election judges was approved. Funding for the IT position and 2nd early voting site were removed by the county commissioners. Kaye Robucci will attend the county commissioners budget hearing on March 21, 2017.
- D. 2017 MAEO Conference, Rooms & Conference Package, Silent Auction
- E. 2017 Legislation – Barry Jackson gave updates and answered questions on House Bills 73, 168, 169, 345, 353, 532, 539, 741, and Senate Bills 58, 64, 91, 141, 423, 711, 882, and 938. He referred the board to the Maryland General Assembly Election Related Bill Status report in their distributed information.
- F. Lessons Learned – Kaye Robucci putting the notes together to send out to chief judges and provisional judges
- G. PEM Schedule – PEM is completed.
- H. Open Meeting Information – tabled until next board meeting
- I. 2016 Financial Disclosure Statement due 4/30/17
- J. Biennial Meeting – October 23, 2017. Rooms are available the night before the meeting at the Doubletree Inn.

New Business:

- A. Topics from General Election not discussed at Directors' Meeting 3/16/17
 - o Issues with: folded line on ballots, ballot marking pens bleeding through, very slow scanning the ballots during the canvasses, etc. Kaye Robucci will send these topics in for next Director's Meeting.
- B. Anti-Bullying Policy – the board will review with the Director.
- C. Municipality elections – Two municipalities (Hancock, Williamsport) had elections this year. The Williamsport election was contested, and a recount was conducted. SBE

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allows municipalities to lease election equipment. Roger Schlossberg suggested an action item of finding out what costs would be involved to allow municipalities to join in either presidential or gubernatorial election.

Executive Session:

Bruce Field called for a motion to recess the board meeting under State Government Article, § 10-508 (a) (1) To discuss: (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) Any other personnel matter that affects one or more specific individuals and (3) To consider the acquisition of real property for a public purpose and matters directly related thereto. Tammy Downin made this motion at 2:40PM; Bill Blazes seconded the motion, and it was unanimously passed. There was a quorum present. Marty Lumm and Peter Perini left the meeting prior to convening the executive session.

At 3:25PM, 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 April 11, 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.

Distributed Information:

- A. Registration Statistics for March 20, 2017
- B. Maryland General Assembly Election Related Bill Status

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Adjournment:

There being no other business to come before the Board at this time, Tammy Downin made the motion to adjourn at 3:30PM; Bill Blazes seconded, 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.

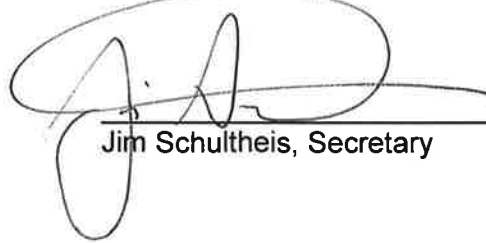
Compiled by Barry Jackson
Election Deputy Director II

Respectfully Submitted,

 4/11/17

Tammy Downin, Acting President

Date



Jim Schultheis, Secretary

4-11-17

Date