

PROCEEDINGS

BOARD OF ELECTION SUPERVISORS
FOR WASHINGTON COUNTY
APRIL 8, 1997

Present: Richard L. Coss, President
Daris Phillips, Democrat Member
Charles L. Mobley, Jr. Republican Member
Dorothy M. Waters, Republican Alternate
Dorothy M. Kaetzel, Election Director II
Kaye E. Robucci, Election Deputy Director I

Richard Coss called the meeting to order at 2:00 p.m. Roger Schlossberg, Democrat Alternate and Mark Brugh, Attorney were absent.

MINUTES: Daris motioned and Jim seconded that the minutes of the meeting held on March 18, 1997 be approved as submitted. All were in favor.

CORRESPONDENCE: Memo from Robin Downs, SABEL, regarding personnel reform was discussed. Many changes are taking place in regards to personnel issues. A three phase training program will be implemented. Dorothy and Kaye will be attending Phase I to be held in Baltimore. All employees will attend Phases II and III which will hopefully be held in Frederick County.

Memo from Joe Torre and Donna Duncan, SABEL, regarding machine programming alternative for single candidate/single office election. They are recommending that the machines be programmed to accept, red stripe and outsort all blank ballots. The Board of Canvassers would then review the outsorted ballots for voter intent. We will respond with our views on the alternative.

Donna Duncan, SABEL, requested our opinion of the affidavit of voter assistance and if it could be eliminated. We recommended that it not be eliminated because it does remind the poll workers that one of each party must sign if assistance is needed.

Biennial Meeting will be held October 19 - 21, 1997. SABEL is requesting topics to be discussed at the meeting. Board suggested absentee ballot procedures, purging of the voter rolls and update of Article 33. Board is to contact Dorothy with any other requests.

Memo from Gene Raynor, Administrator SABEL, regarding voter list maintenance was discussed. SABEL is recommending that procedures be incorporated into regulations that allow for a mailing be sent to each registered voter who has not voted in any election and has not had any activity within the previous 4 years. SABEL is also recommending that if a voter has signed a petition during the previous 4 years it will be considered activity. The counties on the Annapolis Data Center do not have the capabilities to record the petition information. We will recommend to Joan that a field be included to record petition information.

Minutes of the SABEL Board meeting held January 15, and February 21, 1997 were distributed. SABEL Board meeting to be held February 19, 1997 was canceled due to a lack of a quorum.

The 1997 Legislation tracking charts dated March 14, March 21 and April 1 were distributed. Discussion followed concerning HB 1237 which increases the Board of Education from 5 to 7 members. The 2 additional members will be elected in the 1998 election. Dorothy will contact John Donoghue to see if 5 members and 2 members will be elected every 2 years.

Schedule for the Commission to Revise the Election Code was distributed.

Dorothy responded to Robin Downs inquiry regarding workers' compensation coverage. The Washington County Election Board members, staff and poll workers are covered.

Agenda for the April 14, 1997 SABEL Board Meeting was distributed.

OLD BUSINESS: Mark was absent. Tabled discussion on changing district lines where City has annexed and person who registered to vote after being convicted of a felony. Tabled discussion until May 13 meeting.

We are finally on line with the Data Center using the AAMVAnet network. We now have 2 terminals on-line.

BRC is offering a poll worker training video for \$99.95. Bryan Hoffman will bring it to MAEO to view.

NEW BUSINESS: Grace Weekley with Potomac Towers requested someone from the election office or League of Women Voters to assist with their Tenant Association Elections. We suggested she contact Donna Smith to see if she would be available.

Bob Bricker who owns the Franklin Building at 100 W. Franklin Street, called to ask if we were looking for office space. There is 3000 sq. ft. of office space on ground level. Bob Bricker called Bob Graff and was informed that the Election Board needs to talk to the County Commissioners. The Board recommended that Dorothy call Rod Shoop, County Administrator, and inform him of the office space.

The office personnel will attend training for WordPerfect 6.1 on April 17 and 18 from 9:00 - 12:00 pm at the County Administration Building. Jim made a motion to authorize the office to close from 9 - 12 pm on April 17 and 18 for staff in-house training, Daris seconded the motion and all were in favor.

Rosemary McCloskey is retiring and is having a retirement party on April 27, 1997. Anyone interested may attend.

Room confirmations were received for the MAEO meeting in June.

Next meeting May 13, 1997.

Motion made by Daris and seconded by Dot to adjourn the meeting at 3:10 p.m.

Respectfully submitted,



Kaye E. Robucci
Election Deputy Director I