

**WASHINGTON COUNTY BOARD OF ELECTIONS**

**January 10, 2017**

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**MINUTES**

**WASHINGTON COUNTY BOARD OF ELECTIONS**

**January 10, 2017**

**35 W. Washington Street**

**Hagerstown, MD 21740**

**240-313-2050**

**Present:**

**Board:**

Bruce Field, President

Tammy Downin, Vice President

Martin Lumm, Member

Bill Blazes, Member

Roger Schlossberg, Counsel

**Staff:**

Kaye Robucci, Election Director II

Barry Jackson, Election Deputy Director II

**Guests:**

None

Bruce Field, President, called the meeting to order at 2:03PM; 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 December 13, 2016:**

Tammy Downin noted the following:

On page 3, under "New Business, D. Review of General Election Activities"

"f. Canvasses" – add "Nothing to report"

"h. Phones" - add "Nothing to report"

After Executive Session, notate the details of ending the session and reconvening the board meeting.

Add "None" in "Member Remarks" and "Distributed Information"

Kaye Robucci presented the minutes from Absentee Canvass 1, Provisional Canvass, and Absentee Canvass 2 for review and approval. Tammy Downin moved to approve all canvass minutes, Bruce Field seconded, and the motion was unanimously carried.

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## Additions/Changes to the Agenda:

Under Correspondence:

Add:

- B. UOCAVA Grant Memo
- C. Email from Hancock Resident

Under New Business:

Add:

- D. Proposed Election Law Legislation

## Correspondence:

- A. Memo from Linda Lamone, Administrator, regarding the Release of the Voting Equipment – Kaye reported that equipment was released on 12/20/16, and post-election maintenance can begin. We have 120 days from 12/20/16 to complete.
- B. UOCAVA Grant Memo – Grant is running out. LBE's will have to take this over.
- C. Email from Hancock Resident – requested our presence at their election. Roger said that is inappropriate. Our only requirement is to provide voter lists. Roger used Hagerstown's example of moving their elections to coincide with the presidential election. Voter turnout for Hagerstown went from 19% to 66%.

## Reports:

- A. Director's Report
  - a. Monthly Statistics Report
  - b. Performance Evaluations due on 1/13/17

## Old Business:

- A. Phoenix Color Warehouse – Kaye to call Jim Sterling to assess the board's access to West Side and Restrooms moving forward. Kaye reported that the roof is leaking terribly in Room 1 of the warehouse.
- B. Location of Office, Warehouse, Early Voting, Training – Marty provided news article reporting 3 school properties up for sale as viable options for new election facility.
- C. Recount – any additional expenses? Roger Schlossberg sent his invoice in.
- D. Election Day
  - a. Voters – comments, complaints (HCC was upset about signs on the property on election day; precinct 22-1, Trinity Lutheran, problems with a person harassing poll workers; voting judges too close to voters and their ballots.)
  - b. Polling Place Evaluations – We evaluated 46% of the polling places, below the required 50%.

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## New Business:

- A. By-Laws of Washington County –  
Recording of minutes – By-Laws correctly state in “Section 3.3 – Meeting Agenda, subsection E.” that the staff is responsible for recording of minutes.  
Section 3.3 – Meeting Agenda, subsection E - SBE Guidelines for Conducting Minutes – (E.1) Summary of closed meeting is public knowledge. Roger suggested that the board become more familiar with the Open Meetings Act to know what’s appropriate to reveal in an Open Meeting.  
Section 4.3, subsection B.2 – Cause for disqualification – Bruce Field was correct in recusing himself from the canvass because of a family member being on the ballot.  
Section 5.3 should be retitled to say, “the following are duties of the board.” P., Q., R., and S. have to be the Director’s responsibility. Roger: Section 5.3 needs to be rewritten  
5.4 needs to be revised. “The Duties of the Board and Election Director” will be referenced.  
6.4 – Exceeding budgeted expenses. Roger said that Section B should be stricken, because it is impractical.  
Roger will take on rewriting 5.3 and 5.4, revised by-laws will be reviewed at next scheduled meeting
- B. FY18 Budget – Board reviewed the budget with Kaye Robucci. Kaye mentioned that provisional judges are here to stay for future elections. Bruce questioned the need for technical judges, and the board generally agreed that they were not necessary. An alternative solution would be to hire 4 or 5 technical judges that would be responsible for a geographic area. Kaye also brought up the idea of hiring a part time state employee. Board thought it was not needed until the 2020 presidential election.
- C. 2017 MAEO Meeting – June 6<sup>th</sup> – 9<sup>th</sup> in Ocean City, MD (Clarion Fontainbleau). The Biennial MAEO meeting will be held in October, 2017. More details to follow.
- D. Proposed Election Law Legislation – Barry Jackson reported that three bills will be introduced at the opening of the general assembly:
- a. SB0091 - State Board of Elections - Open Meetings - Video Streaming and Recording (State Board of Elections Transparency Act)
  - b. SB0058 - Election Law - Election Observers – this is a new category, in addition to poll watchers and challengers, brought on by international observers during the presidential general election
  - c. SB0064 - Voter Registration - Affiliating With a Party – Just as with same-day registration during early voting, unaffiliated voters can change their party affiliation at early voting and vote that party’s ballot.

## Members Remarks:

None

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**Scheduling of Next Meeting:**

The next meeting of the Washington County Board of Elections will be held on February 21, 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:**

Polling Place Evaluation Summary Report

**Adjournment:**

There being no other business to come before the Board at this time, Marty Lumm made the motion to adjourn at 3:55PM; Tammy Downin 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.

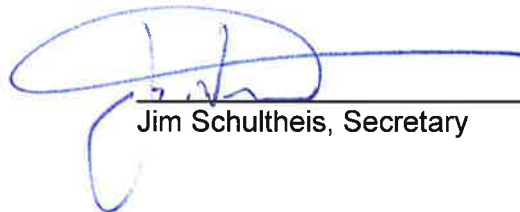
Compiled by Barry Jackson  
Election Deputy Director II

Respectfully Submitted,



Bruce Field, President

Date



Jim Schultheis, Secretary

1-13-17

Date