



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

July 11, 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, Board Attorney

Staff:

Kaye Robucci, Election Director II

Barry Jackson, Election Deputy Director II

Guests:

Jerry DeWolfe, Chairman, Republican Central Committee

Bruce Field, President, called the meeting to order at 2:00PM 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 May 9, 2017:

Jim Schultheis moved to approve the minutes, Tammy Downin seconded, and the motion was carried unanimously.

Additions/Changes to the Agenda:

Under Old Business:

Table A. By-Laws of Washington County until August board meeting,

Move E. Location of Election Board out of Old Business into Executive Session, and

Add F. Chief Judge Lessons Learned

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Correspondence:

- A. April 20, 2017 Election Director Meeting Minutes – Kaye Robucci highlighted the following:
 - a. State will continue to use software version EVS 5.2.0.3 for 2018 elections.
 - b. State gave counties the opportunity to request addition voting equipment for 2018. Kaye Robucci did not request any.
 - c. Inventory is completed for 2017.
 - d. Legislative recap. Details to be discussed in New Business.
- B. Presidential Election Integrity Commission Letter to Maryland
 - a. On June 30, 2017, SBE received a letter from the Presidential Advisory Commission of Election Integrity, requesting personally identifiable information (PII) on registered voters in Maryland, including, but not limited to, names, addresses, last four of SSN, political party, and voter activity since 2006.
 - b. On July 3, 2017, State Election Administrator Linda Lamone responded to the commission denying their request, citing Section 3-506 of the Registration and Election Laws of Maryland.
 - c. Also on July 3, 2017, Maryland Attorney General Brian Frosh released a statement echoing SBE's opinion that the release of Maryland's registered voters' PII is prohibited by law.

Reports:

- A. Election Director
 - a. Personnel - PEPs will be completed and due 7/14/17
 - b. Meetings & Trainings
 - i. Personnel Committee: was to be July 14, 2017 cancelled
 - ii. MAEO monthly board meeting, July 19, 2017
 - iii. EW Committee: July 26, 2017
 - iv. Director's Meeting: July 27, 2017
 - v. Modernizing Absentee Ballot Opening Procedures: No meeting scheduled
 - vi. Oracle Fusion Cloud Training: Barry/Teresa – July 12, Kaye – July 13
 - c. Correspondence Received: N/A
 - d. Registration Statistics for July 2017 were distributed to the Board
 - e. Voting System Activities:
 - i. Deaf Awareness Day, May 19, was canceled
 - f. Candidate Filings:
 - i. Todd Hershey, Treasurer
 - g. Precinct & Polling Issues – Barry Jackson researched possibility of reorganizing District 26. Like to discuss in August, vote in September? Need to notify voters, resolution, etc.
 - h. Projects
 - i. Completed PEM on voting booths and completed the 2017 Inventory. Received a 99% score from SBE.
 - ii. Looking for new polling place for preceinct 26-3, possibly Hickory Elementary, but may require subdivision of all of the 26's.
- A. Attorney – tabled for the Executive Session

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Old Business:

- A. By-Laws of Washington County – tabled until the August Board Meeting
- B. Open Meeting Information – At least one board member must take Open Meeting training. Roger Schlossberg said each board member should take the training by the August board meeting, the board agreed. Kaye Robucci will forward the training information to the board.
- C. Municipal Elections – Kaye Robucci reported that there is a section in the Election Law book that details what municipalities must do to be put on a ballot regulated by SBE. Kaye asked if the board should let the municipalities know about their option to be put on a national or state ballot. Roger Schlossberg suggested the board send a letter to each municipality. Kaye will send a draft to Roger for comments.
- D. IT Election Services Contract Award – awarded for Fiscal Year 2018.
- E. Location of Election Board – tabled for the Executive Session
- F. Chief Judge Lessons Learned – Kaye Robucci put the findings together with staff comments and distributed them to the board.

New Business:

- A. 2018 Early Voting Site, Hager Hall – Jim Schultheis and Bill Blazes visited the site on July 11 prior to the board meeting. They both said it was an excellent facility for early voting. The board agreed that, at a minimum, Hager Hall should be the backup site, and the staff should continue to move forward with site surveys and other documents required to secure Hager Hall as an early voting site. The board agreed to vote on it during the August board meeting.
- B. Resurvey of all Polling Places update – Barry Jackson reported that 16 of the 48 locations have been surveyed. Kaye Robucci, Teresa Morningstar, and various election judges have assisted with the surveys. Nothing unusual to report with the following exceptions: Hancock's floor drawing was outdated and needed to be redrawn; 26-3, Valley Grace Brethren Church is insufficient in size, and steps are being taken to find a new polling place location. Tammy Downin requested that we come up with a four-precinct option for District 26.
- C. Requirements of SB450/HB880 and HB353. Kaye Robucci reminded the board that the laws took effect on July 1, 2017, and the board must notify the public within 48 hours of voting on a change that will affect voting.
- D. SBE Biennial Meeting – Monday, October 23, 2017, Doubletree Hotel, Annapolis. Kaye Robucci asked who will be staying overnight on Sunday night. All board members will be staying overnight.
- E. Refresher Training on Voting Equipment – Thursday, October 26, 2017, 9:00 – 3:00. ES&S will provide the training.
- F. Summer Picnic – Board will consider dates and decide at the August meeting.

Executive Session:

Bruce Field called for a motion to recess the board meeting under State Government Article, § 10-508 (a) Marty Lumm made this motion at 3:15PM; Bill Blazes seconded the motion, and it was unanimously passed. There was a quorum present.

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At 4:25PM, 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 August 8, 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. June Registration Statistics

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Adjournment:

There being no other business to come before the Board at this time, Jim Schultheis made the motion to adjourn at 4:28PM; Marty Lumm seconded, and the motion 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

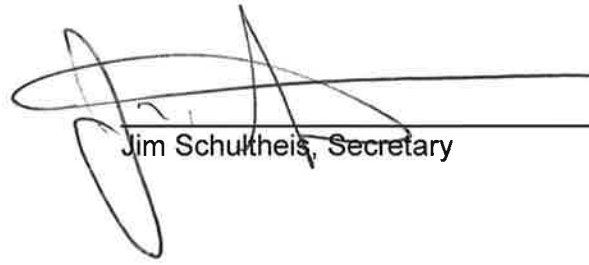
Respectfully Submitted,



Bruce Field, President

9/12/17

Date



Jim Schultheis, Secretary

9/14/17

Date

