



Washington County, MD

BOARD OF ELECTIONS

MINUTES

October 10, 2017
35 W. Washington Street
Hagerstown, MD 21740
240-313-2050

Present:

Board:

Bruce Field, President
Jim Schultheis, Secretary
Martin Lumm, Member
William Blazes, Member

Staff:

Barry Jackson, Election Deputy Director II
Teresa Morningstar, Election Supervisor II

Guests:

Peter Perini, Chairman, Democratic Central Committee
Jerry DeWolf, 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. Board Vice President Tammy Downin and attorney Roger Schlossberg were absent. There was a quorum present.

Approval of Minutes of September 12, 2017:

Bruce Field asked for corrections to the following minutes of September 12, 2017:

Page 3, under “• Notes from August 24 meeting:”

Fourth bullet “• Only electronic pollbook hardware will be replaced, not the software.”

Change to read, “• When the time comes to replace pollbooks with newer technology, only hardware will be replaced, not the software, which has taken over 10 years of development to get to where we want it.”

Page 4, fifth bullet, “• 3rd party audit of ballots is not sufficient.”

Change to read, “• Electronic audit of ballots is not sufficient. Audits should be done by hand.”

Bill Blazes moved to approve the September 12, 2017 minutes as amended, Jim Schultheis seconded, and the motion was carried unanimously.

Additions/Changes to the Agenda:

No changes to the agenda.

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Correspondence:

- A. Emailed to Board: Draft Biennial Agenda

Reports:

- A. Election Director
 1. Personnel - Kaye and Barry participated in the United Way Day of Caring on Thursday, September 28th. We worked on a Habitat for Humanity house nearing completion, cleaning the basement, painting, putting on door knobs, and helping with other projects that needed to be completed. Over 1,000 volunteers from Washington County helped out around the county on many projects.
 2. Meetings & Trainings
 - I. Personnel Committee: Proposed Election Series Classification and Compensation submitted to DBM to review.
 - II. EW Committee: met September 25. Finalizing Chapters 5-9. Next meeting October 16.
 - III. Director's Meeting, September 28, 2017: Teresa Morningstar and Dean Robucci attended the conference call, and Teresa reported the following highlights of the meeting to the board:
 - MDVOTERS version 6.6 was released on October 2, 2017.
 - State will continue to follow up with local boards for inventory numbers.
 - State will allow a second County Tech position for the upcoming elections. It would be a 10 week term to support the current County Tech. This is optional for LBEs.
 - The State re-released the request for bid for absentee printing and mailing. The request for bid must be open for 21 days. State should have a decision by Thanksgiving.
 - State board meeting on September 29, 2017 is open to the public to hear speakers on the allocation of the Ballot Marking Devices for the upcoming elections. State board will vote on this at the October meeting.
 - There will be no directors' meeting in October, due to the Biennial Conference on October 23rd. Meetings will resume in November.
 - IV. Modernizing Absentee Ballot Opening Procedures: Barry Jackson reported that there have been no new meetings, and there are no plans to meet in the near future.
 - V. Barry Jackson listened to a webinar hosted by the Election Assistance Commission (EAC) on Wednesday, October 4th. The subject was Election Cybersecurity, and the panelists were Matt Masterson, EAC Director, Amber McReynolds, Director of Denver City and County Board of Elections, Scott Cardenas, IT Director for Denver City and County, Tom Connelly, Director of Operations for State of New York Board of Elections, Ben Spear, Multi-State Information Sharing and Analysis Center (MS-ISAC), and a white hat hacker named "Joe." Take aways from the meeting were build stronger relationships with County IT personnel, educate the public on what we're doing to protect

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election integrity, and utilize the EAC, MS-ISAC, and DHS as resources to support you.

- VI. Kaye Robucci, Barry Jackson, and Mary Cramer Wagner, Director of Voter Registration and Petitions Division of the Maryland State Board of Elections attended the Hagerstown Tea Party dinner on Wednesday, October 4th. The topic that the tea party wanted the election officials to address was how Maryland ensures election integrity. Mary Wagner discussed the state of Maryland's involvement with the Electronic Records Information Center (ERIC) and how it tremendously helps with list maintenance. Kaye Robucci talked about the new paper ballot voting system, implemented in 2016, and how it allows for a paper trail. Barry Jackson informed the group of the 100%, independent, electronic audit of the ballot images conducted after election night that ensures that votes were tabulated accurately.
3. Correspondence Received: Nothing to report.
4. Registration Statistics for October 2017 were distributed to the Board.
5. Voting System Activities:
 - I. Refresher Training on voting equipment, October 26, 2017, 9AM-3PM at warehouse.
6. Candidate Filings: No new filings since last board meeting.
7. Precinct & Polling Issues:
 - I. Discuss under Old Business.
8. Projects
 - I. Location for EW Training – Fairplay Fire Hall not available. Kaye Robucci has been working with the Board of Education to secure training rooms. The Board of Elections has been invited to inspect the Auditorium in the old Board of Education headquarters on Commonwealth Avenue in Hagerstown. Dates and times will be confirmed in the next two weeks.
 - II. Election Calendar – Teresa Morningstar printed off the revised calendar, and a copy was distributed to each member of the board.
 - III. Notification of change of polling places – Kaye Robucci and Barry Jackson completed the change for district 23 in MDVOTERS and printed off new voter notification cards for each of the affected “Active” voters (3,492). Kaye and Barry will complete boundary changes for district 26 during the week of October 16th when Kaye returns from vacation. This will affect approximately 2,700 voters. Once these voter notification cards are completed, all VNC's will be sent to CopyQuick for folding and mailing. We will also send out a press release to notify the public.
 - IV. Recruiting Election Workers – Sherrie Bonebrake and Tammi Derr sent out 745 letters to election judges identified in MDVOTERS, requesting their commitment to be an election judge for the 2018 elections.
 - V. Firewall – Dean Robucci is waiting for the results of the County Commissioner's workshop to determine his direction in pursuing a new firewall.
- B. Attorney – Board attorney Roger Schlossberg was not present, but Bruce Field suggested at this time that the Early Voting agreement with Hager Hall is a priority. The board members agreed, and Bruce requested that Roger prepare and send the agreement to Hager Hall by the next board meeting.

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Old Business:

- A. Polling Place Updates
 - a. District 26-4, Hickory Elementary School: this topic was covered during the Director's Report.
 - b. District 23, Heritage Academy: this topic was covered during the Director's Report.
- B. Discuss District 25-1 and survey of MLK: Bruce Field reported that precinct 25001, Bethel Gardens, is renovating their Community Center, and as a result, half of the polling place room has been walled off. This is temporary, but it will affect the primary election, because they will not be finished until later in the summer. Cutting the room in half makes it too small for the needs of the election. Bruce Field, Kaye Robucci and Barry Jackson toured the Martin Luther King, Jr. Center (MLK) as an alternative to Bethel Gardens. While the gym area at MLK has more than enough space, there is no air conditioning in the room, and access for disabled people is not sufficient. There is also no direct access to restrooms. The board did not feel this was an advisable option and decided to stay at Bethel Gardens. To mitigate the space issue at Bethel Gardens, election workers can use the lobby for checking in voters and the community room for the rest of the functions of the election. Bruce Field reiterated that this is will only be an issue during the primary election, as the community center will be back to its original dimensions by the general election.
- C. Letter to Municipalities – Kaye Robucci and Roger Scholossberg are working on it, nothing new to report.
- D. Election Worker Training Location - this topic was covered during the Director's Report.
- E. Biennial, Monday, October 23, 2017, Doubletree Hotel, Annapolis: The board members generally agreed that dinner on Sunday night sounded like a good idea. No discussion of carpooling.
- F. Early Voting Site: The Early Voting information packet will be mailed to SBE this week, and Hager Hall will be presented at the October State Board Meeting for approval.

New Business:

- A. Workshop with County Commissioners, October 17, 2017 County Administration Building, second floor with a luncheon, time has yet to be determined. Our attorney, Roger Schlossberg needs to be present at this meeting.
- B. Holiday Party, date and location – Dutch's Daughter, Schmankerl Stube, Airport Inn, Bavarian Inn, 28 South were suggestions of a venue. A date of Monday December 11, 2017 was agreed upon.

Executive Session:

Bruce Field called for a motion to recess the board meeting under State Government Article, § 10-508 (a) to discuss: (3) To consider the acquisition of real property for a public purpose and matters directly related thereto. Marty Lumm made this motion at 2:36PM; Bill Blazes seconded the motion, and it was unanimously passed. There was a quorum present.

During the closed session, the board discussed latest developments regarding possible new locations for the office/warehouse/training center/early voting.

At 3:02PM, Jim Schultheis moved to close the executive session and reconvene the board meeting. Marty Lumm seconded the motion, and it was carried unanimously.

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Members Remarks:

None

Scheduling of Next Meeting:

The next meeting of the Washington County Board of Elections will be held on November 14, 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. September Registration Statistics

Adjournment:

There being no other business to come before the Board at this time, Jim Schultheis made the motion to adjourn at 3:05PM, 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 Teresa Morningstar
Election Supervisor II


Respectfully Submitted,



Bruce Field, President

11/17/17

Date



Jim Schultheis, Secretary

11-14-17

Date

