

## MINUTES

### WASHINGTON COUNTY BOARD OF ELECTION July 9, 2013

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

**Present:**

**Board**

John Benchoff, President  
Carroll Earp, Vice President  
Tammy Downin, Secretary  
Bruce Field, Member  
William Blazes, Member  
Roger Schlossberg, Attorney

**Staff**

Kaye Robucci, Election Director, I  
Sharon Mackereth, Election Deputy Director, I

John Benchoff called the meeting to order at 2:03 PM; as pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.2(A)1. There was a quorum present.

**Approval of Minutes of May 14, 2013:**

John Benchoff asked if the Board had any corrections or modifications to the minutes of May 14, 2013 Election Board meeting. Approved as submitted by Carroll Earp; seconded by Bill Blazes. Unanimously approved. As pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.3(A)2.

**Addition/Changes to the Agenda:** As pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.3(A)3.

Kaye Robucci, Director, requested the following additions –

**Correspondence:** E-mail from Ross Goldstein, Deputy Administrator, SBE.  
Washington County Charter – Home Rule efforts.

**New Business:** New computer work stations in the office.

**Correspondence:**

A. Final FY14 Budget -

The Board discussed the FY14 Budget and the need for an Early Voting site.

B. 2012 Audit Response -

The Director informed the Board that our office responded to SBE's 2012 Election Audit and in turn SBE responded with comments on our responses.

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### C. Harford County Newsletter – E-mailed to the Board.

Harford County will be using the Ballot on Demand Printer during early voting. This will eliminate having to send stacks and stacks of printed ballots with different ballot styles to the Early Voting polling site.

### D. E-mail from Ross Goldstein, Deputy Administrator, leaving SBE July 23, 2013.

### E. County Charter Government – Home Rule government.

We are not sure if it will become an issue for the next election – still early.

## Reports

### A. MAEO/Biennial Meeting – June 16-19, 2013

Interesting and very much enjoyed the cruise.  
No recap on the Attorney's breakout session.

### B. Office Lessons Learned – May 29, 2013

The Director reported to the Board that the Election Office conducted a Lessons Learned session. The staff received some valuable information from this process.

Board Member, Tammy Downin arrived at 2:28PM.

## Old Business:

### A. Early Voting Site for 2014 – update.

The Director gave a report on several visits to possible Early Voting sites. –

- Clarion Hotel – the area for voting is workable – but the distance from parking is an issue; also, some accessibility issues.
- Kaplan University – the area for voting is small, with a smaller room next door but the rooms are not connected; they were very accommodating and a great price.
- Western Maryland Hospital – the area for voting is too small.

Other facilities considered by the Board are –

- HCC – Career Study Center Building – the distance to parking is an issue.
- ARC – rooms not conducive to our needs and parking is an issue.
- County Market Building – we have not surveyed, yet.
- Longmeadow Shopping Center – we have not surveyed, yet.
- Massey Ford Building – Director will make plans to survey the building.

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The Director will e-mail the County Commissioners, Greg Murray and Jim Sterling regarding the Early Voting update.

At this point the Board discussed with Counsel on obtaining an Early Voting site.

## New Business:

### A. Social Media Presentation & need for an Agreement -

Pamela Byrd, Election Supervisor, presented to the Board information on Social Media and creating a presence on social networking sites and addressing some concerns.

Why should we be considering Social Media?

- Directed by SBE to create a presence.
- Other Local Board of Election offices are established.
- Increases transparency and accountability in government.
- Immediate rumor control – in effort to stop incorrect information.
- Provides unmediated information – no press comments.
- Universally available.
- Growing interest in the use of portable electronic devices.
- Target specific markets – Voters (domestic and UOCAVA), Candidates, other LBE's.
- Use it for breaking news and remain current with world news.

Social Networking Sites currently being utilized – (SNS)

- Facebook – What is published? The election office will be the only ones posting on to our site providing access to information. Pertinent deadlines can be posted and election results. Public will not be able to make comments on Facebook. Anything that is being considered for posting on the site will have the approval of the Election Director, Kaye Robucci, before hand. Disclaimers can be posted.

Voters have the option of re-posting information – posting our info to other interested voters.

- Twitter – Users are growing faster than any other SNS. Messages are restricted to only 140 characters per message. We currently have 38 followers on Twitter.
- HootSuite – Monitor and manage up to 100 social profiles such as Facebook, Twitter and others from one web-based dashboard.
- Foursquare – This is used as a location based social network for mobile devices.
- LinkedIn (not currently on) – Professional networking site.

Election Board concerns –

- Could maintaining these sites be a distraction from our duties in this office?
- What happens when we start getting abusive comments from voters?
- Social Media Standard Operating Practice Agreement – we would need legal opinion and guidance.
- SBE wants us to have a presence in Social Media – SBE should provide the legal agreements needed.

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The Board discussed the topic in length and agreed that additional information is needed from SBE. The Director will contact Nikki Charlson, SBE, for additional information. Ms. Byrd distributed screen shots of the proposed Facebook, Foursquare and Twitter pages and updated the Board of our presence.

### B. Early Voting for 2016 – Senior Center, MOU?

The Board agreed to table this issue until the August, 2013, Board Meeting.

### C. Electronic Devices in the Polling Place (Comments due by July 12<sup>th</sup>)

Nothing has been sent to SBE regarding this Boards' opinion on electronic devices in the polling place. If electronic devices are allowed - Chief Judges will need to be trained to handle issues regarding confrontational matters. By allowing electronic devices in - you change the nature of the polling place. You are now allowing the possibility of electioneering inside the polling place and at the voting machine. The information gathered from our Election Workers will be sent to Nikki Charlson, SBE.

### D. Polling Place Agreement -

SBE is drafting an agreement but we are permitted to move forward and a draft agreement will be presented. The Board agreed to table this issue until the August, 2013, Board meeting.

### E. Availability of Schools for 2014 (construction projects, air-conditioning, Bester to be completed) -

The Director informed the Board that she had spoke with Tony Mayhew, Board of Education, on the availability of schools, as polling places, for the 2014 Gubernatorial Primary, June 24, 2014. There is the issue of no air-conditioning at Conococheague Elementary School; summer construction going on at E. Russell Hicks and the Tech High School. The new Bester Elementary School should be completed, but will it be large enough to handle two sizable polling places 17-1 and 17-2? Rohrsville Station 8, Ringgold Community Center and Downsville Community Center have no air-conditioning. We need to re-visit this issue.

### F. City of Hagerstown Annexations

The City of Hagerstown continues to annex areas from the County. This will put us in the same position as last election when we had to setup Election District 28. The State never recognized District 28 precincts. Allegany County has the same issue with Cumberland, MD with annexation. The election office keeps the annexed voters in the County precincts. The main issue is - there are such a few number of voters in these areas it could affect the secrecy of their voted ballots. The City of Hagerstown is on our presidential ballot and we need to make sure those voters get the correct ballot.

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If there are a reasonable number of voters – they could remain in a county precinct. We will provide the number of voters during the August, 2013 Board meeting.

### G. Municipal Election Information (use of Voting Equipment and Pollbooks)

Municipalities are allowed to lease the AccuVote Touch Screen Voting equipment and the E-Pollbooks, if this Board agrees. Williamsport is interested in using it for their next election. At this time the Board agreed to not lease the voting equipment to the municipalities.

### H. Meet with Delegation regarding “No Electioneering Zone”?

The issue of shortening the “No Electioneering Zone” could come back during the next Legislative Session in Annapolis. If so, the Board recommended a meeting with the local Delegation.

### I. Schedule for Poll Book Testing from Kim Meiklejohn, SBE.

The Director informed the Board that a schedule has been set for the testing of new updates to the electronic pollbooks. Notification has been sent to Kim Meiklejohn, Manager Field Support, that Washington County is interested in helping with the testing. It will begin the week of August 12-16, 2013; August 15th will be reserved for early voting testing.

### J. New DELL Work Stations received for the office -

Six new DELL Work Stations have arrived for the Election Office. These computers have Windows 7.

### **Members Remarks**

None.

### **Scheduling of Next Meeting**

The next meeting of the Washington County Board of Elections will be held on August 13, 2013. The location is Washington County Board of Elections, 35 W. Washington St., Hagerstown, MD; as pursuant to the Bylaws of the Washington County Board of Elections, Article 3, Section 3.3(A)8.

### **Distributed Information**

2014 Legislative Maps  
Social Media Packets

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**Adjournment:**

There being no further business to come before the Board at this time, Tammy Downin made a motion to adjourn at 4:50PM; Carroll Earp seconded the motion. Unanimously approved. As pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.3(A)10.

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 Sharon C. Mackereth  
Election Deputy Director, I

Respectfully Submitted,

  
\_\_\_\_\_  
John Benchoff, Board President

8/13/13  
Date

  
\_\_\_\_\_  
Tammy Downin, Secretary

8/13/13  
Date