



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

January 10, 2023

17718 Virginia Avenue

Hagerstown, MD 21740

240-313-2050

Present:

Board:

Martin Lumm, Board President

Tammy Downin, Board Vice President

Bill Blazes, Board Secretary

Connie Mozingo, Assistant Board Secretary

Brian Kane, Board Attorney

Staff:

Kaye Robucci, Election Director II

Barry Jackson, Election Deputy Director II

Cory Green, Election Program Assistant I

Teresa Morningstar, Election Program Supervisor I

Absent:

Jim Schultheis, Board Member

Guests:

Donna Brightman

Zane Poffenberger, Democratic Central Committee

President Martin Lumm called the meeting to order at 3:02 pm at the Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD 21740. There was a quorum present.

Minutes of the October 11, 2022 Regular Board Meeting:

Tammy Downin moved to accept the minutes, for October 11, 2022 as presented, Bill Blazes seconded, and the motion carried unanimously.

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Minutes of the December 13, 2022 Regular Board Meeting:

Bill Blazes moved to accept the minutes, for December 13, 2022 as amended, Tammy Downin seconded, and the motion carried unanimously.

Request for Additions/Changes to Agenda:

N/A

Correspondence:

N/A

Reports:

- I. Election Director
 - A. Personnel – PEPs due on January 20, 2023.
 - B. Meetings:
 1. Barry and Teresa going to Smithsburg High on January 26th to teach civics class students about the election process.
 2. Director's Meetings: Recap of December 15, 2022 Call:
 - a) Crystal McGinn working for Election Reform and Management.
 - b) Online training lessons learned call on 1/20 at 10am
 - c) High Speed Ballot Sorter lessons learned call on 1/5. Anne Arundel to host demonstration for smaller counties interested in purchasing a sorter.
 - d) Reminder to select our manual audit dates and let Tracey Hartman know.
 - e) New voter registration application being developed for 2028.
 - f) Post Election Maintenance can begin on December 19th, but wait for email from SBE releasing the equipment.
 - g) Voting Equipment lessons learned survey due by end of January. Carl and Barry completed on January 9th.
 - h) For BMDs that had issues, do not PEM until ES&S has inspected them.
 - i) The pollbook printer swap will occur near the end of January.
 - j) Reimbursement for postage and drop box mileage is due by March 31st.
 - k) Next Meeting, January 19, 2023

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- C. Correspondence: N/A
 - D. Trainings: N/A
 - E. Legislative Update: 445th session of the Maryland General Assembly convenes on January 11th. Some prefiled bills are:
 - 1. HB022 (Long, BaltCo) – Signature Requirements and Verification. Requires a witness to sign a voter’s envelope (except for uniform service members and family serving overseas) and LBEs to verify signature.
 - 2. HB035 (Long, BaltCo) – In-Person Voting – Proof of Identity
 - 3. HB041 (Williams) – Curbside Voting for Certain Individuals (disabled, unable to enter polling place, pregnant, “in the interest of public health and safety.”)
 - 4. HB095 (Hill, Balt&HoCo) – Training and Signs – Accommodations for Voters in Need of Assistance
 - 5. HB0114/SB0039 (Qi/Kagan, MoCo) – Affiliating with a Party – Unaffiliated Voters. Would allow unaffiliated voters to choose a political party until 5pm the day before the start of Early Voting.
 - F. Voter Registration Activities and Statistics:
 - 1. Registration Statistics for December 2022
 - G. Voting System Activities:
 - 1. Post Election Maintenance underway on all electronic voting equipment.
 - H. Projects:
 - 1. Manual Audit of 2022 General Election (discuss in Old Business)
 - 2. Clean up from 2022 election (clean out black transfer carts and put everything away, box up voted and unvoted ballots for storage).
- II. Attorney
- Barry Jackson informed the board that the RICO lawsuit was dismissed, but the Plaintiffs have 30 days to file an appeal and as a result the items from the 2020 election still have to be retained.

Old Business:

- I. Manual Audit
 - 6 teams of 2 bipartisan members, 1 floor supervisor
 - Approximately 13 election judges needed, and about half have signed up already

Board members are not required to attend, but if they would like to it would be appreciated in case an election judge is not able to attend the audit.

Approximately 1,300 ballots will be counted and the sort method is being applied

II. Social Media Policy

Barry Jackson proposed for the comments section to be disabled on Facebook and Twitter, if Twitter has this feature. Barry Jackson asked for a vote from the board so that the policy can be amended. Brian Kane stated that for governmental agencies social media should be used for informational purposes only, not as a public quorum.

Connie Mozingo made a motion to accept the staff recommendation to turn off comments on social media, Bill Blazes seconded. Tammy Downin asked for staff to investigate Twitter to see if comments can be disabled prior to a board decision, otherwise the board will have two separate social media policies one for Twitter and another for Facebook. Connie Mozingo then withdrew the motion until staff can give a definitive answer regarding Twitters comment policy.

III. FY24 Budget

The final budget has to be submitted to the county on January 30, 2023.

Barry Jackson stated with Kaye Robucci retiring and Tamara Derr retiring that some savings with salaries will occur and that adding an additional staff member will not be as expensive as previously thought.

New Business:

- I. None

Members Remarks:

Martin Lumm stated he will not be present for the February 14, 2023 meeting, but will attend virtually. Martin Lumm asked if Tammy Downin could conduct the board meeting.

Jim Schultheis asked Barry Jackson to speak on his behalf. Barry Jackson stated that the American Legion in Boonsboro is very interested in the site being used as an early voting site. Kaye Robucci asked if the American Legion has a second room and Teresa Morningstar stated that they do have a banquet room. Tammy Downin stated that it was requested at the last board meeting for some statistics and is asking for the information, but it does not have to be supplied immediately so that it can be better

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determined what demographic of voters voted at the Washington County Free Library.

Kaye Robucci stated that she is retiring on July 1, 2023 and that she will begin the paper work so that the pins can be crossed over.

Scheduling of Next Meeting:

February 14, 2023 at 3:00 pm

Distributed Information:

Future Events:

Manual Audit – February 7, 2023 at 9:00 am

Adjournment and Reconvening the Board of Canvassers:

There being no other business to come before the Board at this time, President Martin Lumm called for a motion to adjourn the Regular Board Meeting and reconvene the Board of Canvassers. At 3:52 pm Bill Blazes so moved. Connie Mozingo seconded the motion, and it carried unanimously. The board of canvassers will be followed by Executive session to discuss personal. Tammy Downin made a motion that proceeding the board of canvassers, the executive session will commence, and Bill Blazes seconded at 3:53 pm.

SUMMARY OF CLOSED SESSION HELD ON January 10, 2023

Statement of the time, place, and purpose of the closed session:

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 4:03 p.m.

Place (location) of closed session: Election Center 17718 Virginia Avenue, Hagerstown, MD 21740.

Purpose of the closed session: To discuss: (i) The appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction'

2. Record of the vote of each member as to closing the session:

Names of members voting aye: Tammy Downin, Bill Blazes, Connie Mozingo,

Members opposed: None

Abstaining: Martin Lumm

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions

Art. § 3-305(b):

Topic #1: § 3-305(b) (1) **Topic #2:** § 3-305(b) () **Topic #3:** § 3-305(b) ()

(add others as needed)

4. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#1: Election Workers	Martin Lumm, Tammy Downin, Connie Mozingo, Brian Kane, Bill Blazes, Barry Jackson, Cory Green, Kaye Robucci, Teresa Morningstar	No Action
#2 Discussion of Kaye Robucci Year End PEP	Martin Lumm, Tammy Downin, Connie Mozingo, Brian Kane, Bill Blazes	PEP was approved by the Board unanimously.

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Tammy Downin made a motion to adjourn the executive session. Bill Blazes seconded the motion and the motion carried unanimously at 4:50 pm.

Compiled by Cory Green
Election Program Assistant I

Respectfully Submitted,

Tammy E. Downin 2/13/2023
Tammy Downin, Vice President Date
for Martin Lumm, President

Connie Mozingo 2/13/2023
Connie Mozingo, Assistant Secretary Date