

## MINUTES

### WASHINGTON COUNTY BOARD OF ELECTION August 13, 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 2:03PM; 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 July 9, 2013:**

John Benchoff asked if the Board had any corrections or modifications to the minutes of July 9, 2013 Board of Elections meeting. Approved as submitted by Bruce Field; seconded by Tammy Downin. 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:** Request from Kirk Downey, Deputy County Attorney, 2014 Legislative items.

**New Business:** Purchase of additional E-Poll Books.

**Correspondence:**

- A. MAEO Minutes from May 13, 2013 – E-Mailed to the Board.
- B. MAEO Minutes from June 16, 2013 – E-Mailed to the Board.
- C. MAEO Minutes from June 19, 2013 – E-Mailed to the Board.

2014 MAEO Conference will be held March 25 through March 28, 2014, in Ocean City.

- D. MAEO Agenda July 23, 2013 – E-Mailed to the Board.

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### E. State Board Meeting Minutes distributed to the Board.

The Board proceeded with a discussion regarding the approval of minutes for closed board meetings.

### F. Request from Kirk Downey, Deputy County Attorney, for any County issues that may require legislative action. If so, forward them to him, no later than Friday, September 13, 2013.

## Reports

### A. New Voting System Project Regional Meeting – August 8, 2013.

The Director informed the Board of the meeting held in Washington County. This meeting was for the Western Regional committee on the new voting system for 2016 elections – which will be a paper ballot. There are several new voting systems being tested for State certification.

There is interest in the State for elections by mail, where ballots will be mailed to all registered voters with drop off locations or return by mail.

City of Frederick Municipal Elections are in September and November, 2013. The Election Director for Frederick County, Stuart Harvey, has invited us to the General Election on November 5, 2013, to observe the use of a new paper based voting system by ES&S.

### B. Meeting with Nasrin Rahman, State Department of Planning, Data Services.

The Director reported on our visit with Nasrin Rahman, MD Planning. Nasrin went over our changes to Districts/Precincts pertaining to re-districting. The majority of the changes we made were correct and anything that needed to be corrected – was done expediently.

### C. Poll Book testing.

Washington County volunteered to be part of the testing process for the new software updates to the E-Poll Books. The testing is going well and we have found a few minor issues which SBE is correcting. Shafiq Satterfield, Regional Manager, Kaye Robucci, Director and Sharon Mackereth, Deputy Director, are assisting Dean Robucci, County Tech, at the warehouse.

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## Old Business:

### A. Early Voting Site for 2014.

The Board looked at pictures taken at potential Early Voting site surveys. The Hagerstown Regional Airport was visited Friday, July 26th and this location looks promising. Any site we choose for Early Voting has to be approved by SBE.

### B. Electronic Devices in the Polling Places – update.

The issue regarding electronic devices being allowed in the polling place during voting has been settled by the State Board of Elections in Annapolis. The decision was to **not** allow voters to use their cell phone or any other electronic device in the polling place while voting. That means the current policy has not changed.

### C. Polling Place Agreement.

The Director presented to the Board two versions of a Polling Place Agreement; a short version and a longer more detailed version. The Board liked the shorter version, for it was more acceptable from the rental point of view. This is something that should be agreed upon at the next Board meeting in September, 2013. Roger Schlossberg, Attorney, will do a legal version. Board members should forward any suggestions to this office.

### D. City of Hagerstown Annexations.

The Director requested this issue be tabled until the next meeting, the Board agreed.

### E. Social Media Agreement.

What are we required to have? This question was put to the State by the Director. In the mean time our Facebook is not published – the Twitter account is open and operating. Pam Byrd, Social Media, should survey the Facebook presences of other counties to see how they are using it – or even other States. The staff will gather more information to present to the Board.

### F. Early Voting for 2016 – Senior Center, Do we want to pursue?

The Director spoke regarding the completion of the Senior Center on Willard St. in the east end of Hagerstown. This is a great opportunity to get a permanent location for an Early Voting polling place. The County Commuter service will travel right to the door of the facility, it is in the city limits and it is close to our office. We need to talk with the County Commissioners and let them know that we would like to consider the Senior Center as an established Early Voting site for every election. Having to obtain an Early Voting polling place for each election cycle is not conducive to voter turnout.

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Request that they keep us in mind when designing this facility – large voting room, parking, accessible, with ample lighting, heat and air conditioning, etc. The Director will request to be put on the schedule for the County Commissioners meeting for October 1, 2013 – the Board agreed.

### **New Business:**

#### A. County Commuter.

One of the major requirements when choosing an Early Voting polling place is that there be County Commuter service for the voters that do not drive. The Director stated that in past communications with the County Commuter officials – they were not willing to setup special routes of the commuter to locations they did not currently service.

#### B. Review of Polling Places (3-1, 10-1, 23-0).

The Director informed the Board of several issues with current polling places – keeping in mind that the 2014 Primary Gubernatorial Election is June 24, 2014. Election District 10-1 E. Russell Hicks Middle School will be repairing their roof in the summer of 2014. District 10-4 Technical High School may be under summer re-construction. District 3-1 Potomac Towers needs more space – the room currently being used is entirely too small. Roger Schlossberg, Board Attorney, visited this polling place during the 2012 elections and discovered an additional room behind the current space that we use. That back room was not being used – we should inquire about the use of it to enlarge the polling area. Election District 23-0 Concocheague Elementary School has no air conditioning. Other polling places without air-conditioning are District 14-1 Ringgold Ruritan Club, District 8 Rohrsville Station 8 and Downsville Community Center. There are portable air-conditioning units and fans available for rental or purchase. Is District 10-2 South Hagerstown High School capable of holding two polling places if the construction at E. Russell Hicks Middle School is not completed? John Benchoff, Board President, (visited during 2012 elections) believes that it is because we have the full gymnasium area. Mr. Benchoff suggested contacting the two Chief Judges Faye Stauch and Dan Rohrer. The Director will contact Mark Mills, Director of Facilities Maintenance, with the Board of Education to ask about any other school projects during 2014.

#### C. Picnic.

The Board discussed a date and time for our summer picnic. Bruce Field and Roger Schlossberg extended offers. Tentatively – September 16th or 23rd. at Roger Schlossberg's home for burgers and franks.

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**D. New Poll Books. -**

The Director informed the Board of our need for additional E-Poll Books with printers – 5 new ones. The Board approved. A question arose about the possible need for E-Poll Book batteries. Are the batteries for the E-Poll Books something you could get locally from Battery Warehouse? Board Members have worked with the E-Poll Books and they believe that this is not possible. The Director will ask our County Tech, Dean Robucci.

**Members Remarks**

None

**Scheduling of Next Meeting**

The next meeting of the Washington County Board of Elections will be held on September 10, 2013. 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**

State Board Minutes

**Adjournment:**

There being no further business to come before the Board at this time, Bruce Field made a motion to adjourn at 3:56PM; Bill Blazes 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,

  
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John Benchoff, Board President

9-10-13  
\_\_\_\_\_  
Date

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

9/10/13  
\_\_\_\_\_  
Date