

MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

December 13, 2022

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

Jim Schultheis, Member

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:

Public:

Donna Brightman,

President Martin Lumm called the meeting to order at 3:05 pm at the Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD 21740. There was a quorum present.

17718 Virginia Avenue Hagerstown, MD 21740 P: 240.313.2050 F: 240.313.2062 TDD: 711

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Minutes of the October 11, 2022 Regular Board Meeting:

Barry Jackson informed the Board that the minutes from the October 11, 2022 meeting have been lost due to the Washington County Government Cyber Incident.

Request for Additions/Changes to Agenda:

None

Correspondence:

N/A

Reports:

I. Election Director

Director's Report – December 13, 2022

A. Personnel – Election Judge Payroll sent up to the county last week! Election Workers will be paid in the December 16th check run.

Jim Schultheis asked if the other Board members received pay from the canvass. Connie Mazingo stated she did not get paid and Tammy Downin was not sure if she was paid or not. Barry Jackson will look into payment for the Board members.

B. Meetings:

1. Director's Meetings: Recap of October 20, 2022 Call:

a. Mostly last-minute reminders for the election.

b. Cybersecurity Awareness Month – Fred Brechbiel from SBE alerted us that scammers are targeting corporate and personal Facebook pages, claiming that there has been a security breach and you need to click the link to fix it.

c. Next Meeting, December 15, 2022

C. Correspondence: N/A

D. Trainings: Barry Jackson and Teresa Morningstar attended Oracle Budget Preparation training on December 13, 2022.

E. Legislative Update: Department of Legislative Services released the 2023 Legislative Session Issue Papers on November 22nd. No mention of any significant election related legislation, but Senator Cheryl Kagan has promised to reintroduce her bill (vetoed by Gov. Hogan) to allow election officials to count mail-in ballots prior to Election Day.

F. Voter Registration Activities and Statistics:

1. Registration Statistics for November 2022 were distributed to the Board.

G. Voting System Activities:

1. Post-Election Maintenance on all electronic voting equipment, once SBE releases us to do so.

H. Projects:

1. Manual Audit of 2022 General Election (discuss in Old Business)

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2. Clean up from the 2022 election (clean out black transfer carts and put everything away, box up voted and unvoted ballots for storage).

- II. Attorney
N/A

Brian Kane asked if the Washington County cyber incident affected the Washington County Board of Elections website? Barry Jackson stated that the Board of Elections website was not affected.

Old Business:

- I. Christmas Party

Tammy Downin stated that the dinner was nice. Connie Mozingo stated that the waitress did a terrific job.

- II. General Election – Recap

A powerpoint presentation was presented to the Board. Martin Lumm compiled some statistics and stated that the Mail in Ballots created a tremendous amount of work and time for the canvasses to be completed. Martin Lumm stated that given all the different voting methods ie. (early voting, election day, and mail in ballots) voter turnout has not increased, but it has just spread out how people vote. Brian Kane stated that as mail in voting gains more approval among the parties and as security gets better for mail in voting that the amount of mail in ballots in 2024 will more than likely increase. Tammy Downin stated that it is a shame that approximately 50% of the voters in Washington County are still not voting given the various ways that people can vote. Jim Schultheis asked if there was any consideration in the Washington County Free Library being removed as a 2nd early voting site? Martin Lumm stated that his initial inclination is to eliminate the Library for the 2024 election as the county will more than likely be required to have 3 early voting sites due to the number of registered voters and the early voting sites would be spread out throughout the county. Jim Schultheis asked if he could approach the Boonsboro Legion and go over numbers with them and ascertain more information from them as a possible early voting site in the future? Barry Jackson asked Jim Schultheis if he had been down to the Boonsboro Legion and he stated he has looked at the facility, but he would have to take the checklist to evaluate the facility. Jim Schultheis did state that parking could be an issue for the facility to handle the number of voters. Brian Kane asked if there were any statistics for the voters that did turn out? Tammy Downin agreed that the statistics for the Washington County Free Library would be helpful in determining where the voters came from to vote. Brian Kane stated that the budget for the early voting sites may have to be increased and be more competitive if the Washington County Board of Elections wants some of the sites to make up for lost revenues for the site being used for early voting. Jim Schultheis asked how much the blue bins weigh? Barry Jackson and Kaye Robucci both stated if they are full they probably weigh 60 to 80 pounds. Kaye Robucci asked Barry Jackson if he had

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any plans to consolidate polling places? Barry Jackson stated he hopes to consolidate some polling places depending on what the general assembly passes.

Voting Equipment: The pollbooks limped through the election, however, this is supposed to be the final year. Ballot Marking Devices for the most part worked flawlessly, however, the refurbished ones that were received had some minor issues ie. (flickering screens) which were fixed by turning them off and back on. The scanning units worked great and had no issues.

Security for the election. It has to be thought about and factored into the budget moving forward. Election night returns went very well. Election Judges still need to be discussed, but that will be tabled until the January Board meeting.

III. Manual Audit

Has to be completed 120 days after the election. Barry Jackson stated he is proposing the date of February 7, 2023. Barry Jackson stated that the Board is not required to be present. Barry Jackson stated that they would begin to reach out to election workers.

IV. Social Media Policy

Barry Jackson stated that this would be discussed in January 2023. Barry Jackson stated that hopefully the minutes from October would be recovered, so that we can review what was discussed then.

New Business:

I. FY24 Budget

Barry Jackson and Teresa Morningstar attended training today for Oracle. Barry Jackson stated that they would like to submit a request for an additional staff member. Jim Schultheis asked if staff have looked at the overtime expenses from the election and determined how much money the county could save by eliminating overtime pay and paying an additional salaried employee. Teresa Morningstar stated that the county has informed everyone to factor 5.5% for inflation for most line items. Barry Jackson stated that they are waiting on additional information from SBE before the budget can be completed and the budget will not be completed on January 6, 2023, but will be completed at the end of January 2023.

Members Remarks:

None from the Board.

Guest Donna Brightman stated that they have a new central committee installed. Donna stated that she is no longer on the democratic central committee, but that she will still come to meetings. Donna stated that she anticipates the 2024 election will be

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very challenging. Donna announced that Angela Batista is the new president of the Democratic Central Committee.

Scheduling of Next Meeting:

January 10, 2023 at 3 pm.

Distributed Information:

Board Packet containing voter registration statistics from past elections.

Future Events:

Vacations!

Manual Audit – TBD

MAEO- May 15, 2023-May 19, 2023

Adjournment and Reconvening the Board of Canvassers:

There being no other business to come before the Board at this time, President Marty Lumm called for a motion to adjourn the Regular Board Meeting and convene the executive session. At 4:26 p.m., Bill Blazes so moved, Connie Mozingo seconded the motion, and it carried unanimously.

SUMMARY OF CLOSED SESSION HELD ON December 13, 2022

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

Time of closed session: 4:26 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, Jim Schultheis

Members opposed: None

Abstaining: Marty 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)

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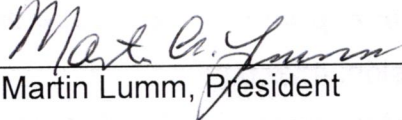
4. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#1: Kaye Robucci's career plans	Marty Lumm, Tammy Downin, Connie Mozingo, Jim Schultheis, Brian Kane, Bill Blazes, Barry Jackson, Cory Green, Kaye Robucci	No Action Taken

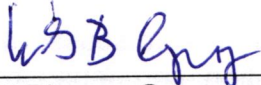
Jim Schultheis made a motion to adjourn the executive session and reconvene the Board of Canvassers, Bill Blazes seconded the motion and the motion carried unanimously at 4:29 pm.

Compiled by Cory Green
Election Program Assistant I

Respectfully Submitted,


Martin Lumm, President

01/10/2023
Date


Bill Blazes, Secretary

1/10/2023
Date