



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

March 9, 2021

35 W. Washington Street

Hagerstown, MD 21740

240-313-2050

Present:

Board:

Martin Lumm, Board President

Tammy Downin, Board Vice President

Bill Blazes, Board Secretary

Jim Schultheis, Board Member

Brian Kane, Board Attorney

Staff:

Kaye Robucci, Election Director II

Barry Jackson, Deputy Election Director II

Absent:

Connie Mozingo, Board Assistant Secretary

Guest:

Seth Wilson, Republican Central Committee

President Marty Lumm called the meeting to order at 3:10PM at the Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD 21740. There was a quorum present.

Approval of Minutes of February 9, 2021:

Tammy Downin requested to change the word "equipment" to "furnishings" in Old Business, I.A.

Tammy Downin moved to accept the minutes, as amended, for February 9, 2021, Bill Blazes seconded, and the motion was carried unanimously.

Additions/Changes to the Agenda:

None

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Correspondence:

None

Reports:

I. Election Director

A. Personnel -

1. Election Program IT Specialist, II – Interviews will take place on March 11 and 12, 2021. We are interviewing 9 candidates. Interview panel is Marty Lumm, Kaye Robucci, Barry Jackson, and Dezvin Gabbidon from SBE.

B. Meetings:

1. Pollbook Replacement Project Update: February 11, 2021
2. Director's Meetings: March 18, 2021
3. MAEO: March 9, 2021
4. GIS and Elections: Barry Jackson participated in a joint conference call with SBE on February 25, 2021.

C. Correspondence: N/A

D. Trainings:

1. None

E. Legislative Update:

1. House Ways and Means Committee will vote on bills Wednesday and Thursday, March 10 and 11, 2021.
2. HB206/SB596 – Early Voting Hours of Operation
3. HB745 – Increases number of Early Voting centers required for LBEs of a certain size.
4. HB759 – Risk Limiting Audit prior to certification.
5. HB760 – Del. Kaiser's bill to open mail-in ballots before Election Day.
6. HB1048/SB683 – Permanent Absentee List.

F. Registration Statistics for February 2021

G. Voting System Activities:

1. Manual Audit completed February 23, 2021

H. Candidate Information:

1. Filing began February 23, 2021. We have 5 candidates filed so far.

I. Projects:

1. PEM: Deadline April 16, 2021
2. New Hire –Interviews coming up
3. Plan for Move!

II. Attorney – None.

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Old Business:

- I. Virginia Avenue Update
 - A. Marty Lumm, Kaye Robucci, and Barry Jackson met with Scott Hobbs and Brennan Garrett from County Engineering to pick out a counter top for the office lobby.
 - B. Painting, ceiling tiles and lights, and carpet installed in office area.
 - C. Finishing HVAC
 - D. Painting rest of outside building this summer.
 - E. Pricing additional sign for side of building.
 - F. Move date is the week of April 26, 2021.
- II. FY22 Budget
 - A. County removed a 2nd Early Voting site from budget.
 - B. County removed all personnel pay increases from budget.
- III. Manual Audit – Completed on February 26, 2021 with 7 teams of staff members and election judges.
- IV. Lessons Learned – Plan to put together an online survey to send to election judges.
- V. IT Position Update – Interviews on Thursday and Friday, March 11 and 12, 2021.
- VI. 2nd Early Voting Site – Kaye Robucci contacted Ag Center to see if we could lock in dates long term. There was a suggestion to contact the county central committees for their ideas for additional Early Voting sites.
- VII. Pollbook Replacement Project – Teleconference on Thursday, March 11, 2021.
- VIII. Ethics due April 30, 2021
- IX. Moving Plan! – Staff meeting on March 16, 2021 to discuss plan and assignments.
- X. MAEO Meeting - Tentatively scheduled for August 23-27, 2021 at the Clarion in Ocean City. MAEO will send a survey to LBEs to gauge interest week of March 15th.

New Business:

- I. 2020 General Election Canvass Minutes – Tammy Downin has been reviewing the minutes.
- II. 2020 Census – Census data will not be available until October 1, 2021.

Members Remarks:

None.

Scheduling of Next Meeting:

The next regular meeting of the Washington County Board of Elections will be held on Tuesday, April 13, 2021 at 3:00PM. The location is Washington County Board of Elections Center, 17718 Virginia Avenue, Hagerstown, MD; as pursuant to the Bylaws of the Washington County Board of Elections, Article 3, Section 3.3(A) 8.

Distributed Information:
2022 Election Calendar

Future Events:

- I. Moving!

Adjournment and Executive Session:

There being no other business to come before the Board at this time, Marty Lumm called for a motion to adjourn the Regular Board Meeting and move into Executive Session. At 4:22PM, Jim Schultheis made a motion to adjourn the Regular Board Meeting and convene an Executive Session under State Government Article, § 10-508 (a) (2) To protect the privacy or reputation of individuals concerning a matter not related to public business; and (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter. Bill Blazes seconded the motion.

SUMMARY OF CLOSED SESSION HELD ON March 9, 2020

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

Time of closed session: 4:22 pm.

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

Purpose of the closed session:

E-040 Duplicate Voting Credit Report

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

Names of members voting aye: Tammy Downin, Bill Blazes, and 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) (2) Topic #2: § 3-305(b) (13) 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: E-040 Duplicate Voting Credit Report	Marty Lumm, Tammy Downin, Bill Blazes, Jim Schultheis,	Informational purposes only.

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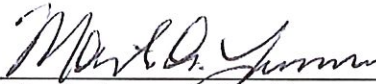
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	Brian Kane, Kaye Robucci, Barry Jackson.	
#2: Approval of past Executive Session minutes	Marty Lumm, Tammy Downin, Bill Blazes, Jim Schultheis, Brian Kane, Kaye Robucci, Barry Jackson.	Minutes were approved unanimously.

After the discussion was completed, Jim Schultheis made the motion to close the Executive Session at 4:35PM, Bill Blazes seconded, and the motion passed unanimously.

Compiled by Barry Jackson
Deputy Election Director II

Respectfully Submitted,


Martin Lumm, President 4/13/2021
Date


Bill Blazes, Secretary 4-13-21
Date