



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS June 10, 2014

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

Present:

Board

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

Staff

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

John Benchoff, President, called the meeting to order at 2:06 pm; as pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.2(A)1. There was a quorum.

Approval of Minutes of May 13, 2014:

John Benchoff asked if the Board had any corrections or modifications to the minutes of May 13, 2014, Board of Elections meeting. Motion was made to approve the minutes by Carroll Earp; seconded by Bruce Field. 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. Bruce Field, Board Member, requested an addition under -

New Business – Office Picnic.

Executive Session – Roger Schlossberg, Attorney, requested that an issue listed on the agenda be discussed during Executive Session. The Board agreed.

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Correspondence

- A. Article regarding the On-Line Ballot Marking Tool - E-mailed to the Board.

A lawsuit will be heard on June 11, 2014 in Federal Court regarding the use of online ballot marking tool. The National Federation for the Blind is suing Maryland election officials stating that, "not approving the online ballot marking tool is hindering their right to vote privately and independently". The State's decision was to reject the system because it was not a true internet voting program, the voter still had to print off a paper ballot and mail it to the election board.

Reports

- A. Election Director's Meeting, May 15, 2014.

The Director, Kaye Robucci, reported to the Board several issues discussed at the meeting –

- Public Ethics Laws – basic information regarding the hiring of family members.
- L&A of voting units for Washington County was completed yesterday, June 9, 2014.
- Washington County conducted their Public Demo yesterday.
- Absentee Ballot deliveries by Runbeck have been regular with no major issues.

- B. Luncheon for the St. Maria Goretti graduates, May 22, 2014.

Bruce Field, Board Member, staff members Sharon Mackereth, and Sherrie Bonebrake presented a pep talk to graduating students at St. Maria Goretti on the privilege of voting. The students were very attentive and interested in the presentation. We were very impressed with the acceptance of the students. The majority of these graduates will be going to well known colleges and a few into the military.

Old Business:

- A. FY15 Budget - Final

The Director informed the Board that FY15 has been accepted as final.

- B. City of Hagerstown, Charter Amendment – update

Executive Session – under advice.

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C. Power Management Plan –

Kaye Robucci, Director, informed the Board that the Power Management Plan was sent to SBE.

- The Director inquired about the generators for Early Voting and found that it is used only for the IT system at the warehouse, not power usage throughout the building.
- For lighting outside the building, we will contact Ted's Rent-it for the flood lights.

D. Early Voting Site – update

- The accessible ramp looks great with an early voting banner tied to the side of it.
- Digital signs will be useful, but there is a Bike Race in Hagerstown on Saturday, June 14th, and they will be using one of the digital signs. Once the race is over we may use it for directing voters to Early Voting.
- We have five of the feather flags to direct voters to the main entrance.
- We have rented a shuttle bus from Community Action Council to transport voters from transfer station on Franklin St. to Early Voting site.

The County Commissioners should do public appreciation recognition for the Community Action Council. Everything is coming together for Early Voting.

E. Polling Places update (Fountaindale, Conococheague, Bester, & construction at schools)

- Fountaindale Elementary School was checked and there are three prong outlets in the gymnasium.
- Bester Elementary School has issues with the brand new gymnasium floor and the traffic it will have on Election Day. Traci Coldsmith, BOE, has sent us a map showing where the election workers can park at Bester on Election Day.
- Conococheague Elementary School will have fans.
- Construction at the front entrances at several schools, voters may need to use different door.

A question arose regarding a three inch edge at the accessible sidewalk ramp at Bester. The Director has purchased a small ramp to be used.

The entrance to the new school is off of Mill St. and handicap parking is identified. The Director has requested property layouts of all of the schools we use as polling places from Ms. Coldsmith, showing the best entrance for the voters.

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F. Phones for Election Day - Larry Messer.

John Benchoff, President, reported that he spoke with Larry Messer, BOE, regarding phones in some of the schools. Bester Elementary School does have phone jacks in the gymnasium, they just need to be turned on and the same with SHHS. Potomac Heights Middle School is a different issue, there are no phone jacks. There is a phone in the – Physical ED teacher's office. They will get us the phone number.

G. Election Day –

1. Parking for Board Members - last election we got parking passes for the Board Members in the parking deck. On Election Day they had designated parking spaces out back along District Court Building and one parking space out front.
2. Food – there is a list going around the office with possible restaurants to consider ordering food for lunch and dinner on Election Day.
Early Voting will be setup Wednesday, June 11th, air conditioning in the Early Voting room could be an issue. The Director will follow up with County Maintenance to be sure it is operating.
3. Review Schedule (upload of EV Results)
The Board reviewed the Election Day schedule - verification of Early Voting supplies will be completed after today's meeting by Tammy Downin and Bruce Field.
On Election Day the voting units from Early Voting need to be opened and reports run, this will be done in the warehouse at 1:00 pm by John Benchoff and Bruce Field. Wednesday, June 11th - Electronic Pollbooks Logic and Accuracy testing begins.
4. Deployment of UPS Units -

The UPS units that the Board Members take will be ready for pick-up during Early Voting.

New Business:

A. Specimen Ballots were sent -

The Director informed the Board that several Counties had issues with their specimen ballots having incorrect polling place information on them. Washington County's was correct. The map on our specimen ballot was drawn free handed by the Director – very well done.

B. Verify Board Member's Cell Phone numbers -

The Director passed around a tablet to capture the current cell phone numbers of the Board Members.

C. Election Worker Supply pickup –

Saturday, June 21 is Election Worker supply pick-up day. Republican workers will pick-up their supplies here at our office. Democratic workers will pick-up their supplies at the warehouse. Bruce Field, Bill Blazes, Kaye and Larry will be assigned to office; Tammy Downin, Sharon and Dean at the warehouse. Carroll Earp and John Benchoff will be unavailable.

D. Board Members Precinct visits and Evaluation Schedule –

The list of precincts that need visited by the Board Members on Election Day was distributed. We need to visit all of the polling places but only 50% of them need evaluated during the Primary Election; the balance is evaluated during the General Election on November 4, 2014.

This is the same schedule from 2012, if you wish to change let us know. John Benchoff will do the two polling places 10-1 and 10-2 at SHHS. The current Conococheague Elementary School has no air conditioning. Winter Street Elementary School and Conococheague Elementary School will no longer be used in 2016. A new school will be constructed off of Garland Groh Blvd. and Broadfording Rd. District 8, Fire Hall Station, Oley Griffith is hard to reach by phone, Roger Schlossberg knows Mr. Griffith. Let Roger know when we are trying to reach Mr. Griffith, he will contact him.

E. Picnic –

The picnic is scheduled for Wednesday, July 30th, at 6:00 pm. Everyone should sign up for different things. Bruce Field suggested turkey burgers.

Adjournment of Regular meeting:

At this time 3:02 pm, Carroll Earp made a motion to adjourn this regularly scheduled Board Meeting and convene into an Executive Session; Bill Blazes seconded the motion. Unanimously approved.

Re-convene the Regular Meeting:

At 3:40 pm, Tammy Downin made a motion to end the Executive Session and re-convene the regular meeting; Bill Blazes seconded the motion. Unanimously approved.

