



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

May 9, 2017

35 W. Washington Street

Hagerstown, MD 21740

240-313-2050

Present:

Board:

Tammy Downin, Vice President
Martin Lumm, Member
William Blazes, Member
Roger Schlossberg, Board Attorney

Staff:

Kaye Robucci, Election Director II
Barry Jackson, Election Deputy Director II

Guests:

None

Tammy Downin, acting President, called the meeting to order at 2:10PM at the Washington County Board of Elections Office, 35 W. Washington Street, Room 101, Hagerstown MD 21740. Bruce Field, Board President, and Jim Schultheis, Board Secretary, were absent. Tammy Downin assumed acting President in Bruce Field's absence. There was a quorum present.

Approval of Minutes of April 11, 2017:

Marty Lumm moved to approve the minutes, Bill Blazes seconded, and the motion was carried unanimously.

Additions/Changes to the Agenda:

Under Reports: A. Election Director, Kaye Robucci asked to add:

- a. Overvotes from 2016 General Election

Under Old Business, Kaye Robucci asked to table:

- A. By-Laws of Washington County;
- E. Open Meeting Information; and
- F. Municipal Elections.

Correspondence:

None

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Reports:

A. Election Director

- a. Overvotes – Dean Robucci reported on overvotes during 2016 Presidential General Election.
- b. Personnel – Nothing new to report.
- c. Meetings & Trainings
 - i. Personnel Committee: Kaye Robucci continues to work with the committee to redefine job descriptions of LBE employees in order to provide more accurate and fair compensation.
 - ii. Election Worker Committee: Kaye Robucci on the committee, working on Election Day & Early Voting Forms.
 - iii. Modernizing Absentee Ballot Opening Procedures: Barry Jackson explained the committee's purpose to the board, which is to explore the possibility of canvassing absentee ballots prior to Election Day.
- d. Correspondence Received: None
- e. Registration Statistics for May 2017 were distributed to the Board.
- f. Voting System Activities:
 - i. Deaf Awareness Day, sponsored by DeafNet, May 19, 2017 at Valley Mall, 10:00-2:00. Staff members will be there, demonstrating voting equipment and helping with voter registration.
- g. Candidate Filings
 - i. No additional filings. Staff has been reviewing the process for candidate filings.
- h. Precinct & Polling Place Surveys – Barry Jackson has begun scheduling the site surveys and will invite board members and chief judges to assist.
- i. Projects
 - i. Post Election Maintenance on 523 voting booths (May or June)
 - ii. Clean out ballot bins and other tasks at the warehouse.

B. Attorney – Report tabled until Executive Session.

Old Business:

- A. By-Laws of Washington County – tabled until May
- B. FY18 Budget – a public hearing was held on May 2, 2017.
- C. 2017 MAEO Conference, Travel Plans – Kaye Robucci will let everyone know who is driving in case anyone wants to carpool.
- D. 2017 Legislation – No update since April meeting
- E. Open Meeting Information
- F. Municipal Elections – Roger Schlossberg referred the board to a Herald-Mail article in Sunday's paper describing the process each municipality in Washington County has for elections. Kaye Robucci will forward information received from SBE regarding municipal elections to the board and will discuss at a future board meeting.
- G. Move to New Location – Marty Lumm reported on the result of meetings with the Central Committee Chairmen. Peter Perini said that the Democratic Central Committee generally supported the potential move to the Valley Mall location but would have

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preferred to have early voting in a downtown Hagerstown location. Jerry DeWolfe said that the Republican Central Committee generally supported the move, but there are members of the committee who do not support early voting in general and do not support the move to the Valley Mall specifically. Election Board will meet ahead of the meeting with County Commissioners and Valley Mall Officials, scheduled for Wednesday, May 17, 2017 at 2:30PM.

New Business:

- A. FY18 IT Services – Kaye Robucci reported that the request for bids for IT Services was issued on May 2, 2017. A Pre-bid Conference is scheduled for May 12th, and bids are due and will be opened on May 31st. Bruce Field and Barry Jackson will attend both. The board tabled the details of the discussion for the Executive Session.

Executive Session:

Tammy Downin called for a motion to recess the board meeting under State Government Article, § 10-508 (a) (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter, and (14) Before a contract is awarded or bids are opened, discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process. Bill Blazes made this motion at 3:00PM; Marty Lumm seconded the motion, and it was unanimously passed. There was a quorum present. Kaye Robucci left the meeting prior to convening the executive session.

At 3:10PM, Bill Blazes moved to close the executive session and reconvene the board meeting. Marty Lumm seconded the motion, and it was carried unanimously. Kaye Robucci then re-entered the meeting.

Members Remarks:

None

Scheduling of Next Meeting:

The next meeting of the Washington County Board of Elections will be held on June 13, 2017 at 2:00PM. 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:

- A. Registration Statistics

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Adjournment:

There being no other business to come before the Board at this time, Bill Blazes made the motion to adjourn at 3:15PM; Marty Lumm seconded, and the motion passed unanimously. Upon adjournment of the regular board meeting, the Board of Canvassers reconvened to approve the minutes of the final canvass.

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 Barry Jackson
Election Deputy Director II

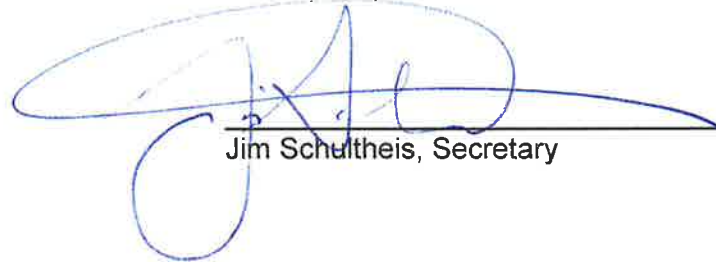
Respectfully Submitted,



Bruce Field, President

7/11/17

Date



Jim Schultheis, Secretary

7/11-17

Date