



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS April 8, 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

Staff

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

Visitor

Peter Perini, Democratic Central Committee

John Benchoff, President, called the meeting to order at 2:04PM; as pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.2(A)1. Roger Schlossberg, Attorney, was absent. There was a quorum present.

Approval of Minutes of March 11, 2014:

John Benchoff asked if the Board had any corrections or modifications to the minutes of March 11, 2014, Board of Elections meeting. Approved as submitted 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.

Additions/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 additions under –

Old Business – District 27-1 Fountaindale Elementary School

New Business – Dress Code for Election Workers

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Correspondence

- A. Link to MAEO Conference Survey - E-mailed to the Board.

MAEO is asking for attendees to complete a survey on the conference. The Board feels that this is the better way of doing the survey. The attendees have more time to think about their answers.

Reports

- A. Meeting with Mark Mills, BOE, regarding Bester Elementary School and South Hagerstown High School.

The Director, reported on the meeting with Mark Mills, BOE, at the new location of the Board of Education on March 19, 2014. Carroll Earp, Bruce Field, Board Members, and Sharon Mackereth, also attended.

Mr. Mills showed us the drawings of the new Bester Elementary School, which is under construction. Bester Elementary School is used for District/Precincts 17-1 and 17-2. After looking at the layout of the property it is easy to see that parking will be a problem for the Primary Election, June 24, 2014.

There are no telephones in the gym or cafeteria, election workers will have to use their own cell phones to keep in touch with the Election Board office.

When the BOE allows citizens in to see the new school, we will be able to do a survey of the school and surrounding property.

The Director and Board Members visited South Hagerstown High School, also. SHHS will be used for District/Precincts 10-1 and 10-2 during Primary Election only; they both will be in the gym, because of the construction going on at E. Russell Hicks Middle School. John Benchoff will contact Larry Messer, BOE, regarding phones.

- B. Republican Central Committee Meeting, March 13, 2014.

The Director and Carroll Earp attended the Republican Central Committee Meeting. The visit was to request the Central Committees' help in recruiting election workers.

- C. Democratic Central Committee Meeting, March 20, 2014.

The Director, John Benchoff and Sharon Mackereth attended the Democratic Central Committee Meeting. Our office wanted to request the Central Committees' help in recruiting election workers.

- D. MAEO Meetings -

The Board discussed several topics regarding the MAEO Conference. The staff agreed that the Auditing/Reconciliation meeting was very helpful. There is a Go-To meeting planned for Absentees and Provisional Voting.

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The Board members reported on their breakout meeting regarding the new voting system. SBE was not able to answer many of the questions put to them. It is still early in the process of obtaining a new voting system and there are still a lot of unknowns. The new system will be using paper ballots in some manner. Voted paper ballots are kept for 22 months after the election.

E. Election Worker Training Classes -

We are into the second week of training and appreciate all the help from the Board Members.

Old Business:

A. 2014 Early Voting Site – update – (cleaning contract, sidewalk repair, signage)

We have a cleaning contract – the cleaning person has been to the training center once and things look good. The Director needs to talk with the County about the end of the walkway that needs to be smoothed out.

Signs are working well – directing election workers to the training center. The Director has ordered several of the large flags we saw at MAEO.

Outside lights are needed – leaving after dark is an issue. There is a power outlet on the right side of the front entrance behind the shrubs. We should get the tower flood light we had during 2012 Early Voting.

There was a problem with our election workers coming in during the inmates exercise time. This needs to be addressed with Detention Center authorities. We would not want this to happen during Early Voting.

B. Early Voting Agreement –

The Director asked for this to be tabled. The Board agreed.

C. 2014 Election Schedule –

The Board was given the election schedule and there have been no recent changes.

D. 2014 Election Worker Training Schedule –

The training schedule was discussed – Kaye and Sharon will change rooms for tomorrow's classes. Carroll Earp will be out of town Tuesday, April 16th through April 21, 2014.

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E. County Commuter Schedule –

The Director has e-mailed Kevin Cerrone, County Commuter Director, regarding the roundabout being constructed at the intersection of Western Maryland Parkway and Route 144. This will be a major issue during Early Voting for the General Election. The County Commuter leaves the transfer center 6:45AM; and stops at the end of Western MD Parkway every hour. We will have a van from the Community Action Council there every hour to pick-up voters and transport them to the Early Voting Center. This is an accommodation that we need to make. Adverting on the van needs to be addressed – no political signs.

F. FY15 Budget -

The Director informed the Board that our office received from the County - our Budget for 2015. All in all it looks good with no surprises.

G. Election District 27-1 Fountaindale Elementary School –

The cafeteria, used for the polling place, has electrical outlets that do not accept three prong plugs. Chief Judges reported this problem in training class. John Benchoff and Bruce Field will visit the school to check out the electrical outlets to see what can be done to solve this issue. They will try to visit the school on Wednesday, April 16, 2014 after lunch. Sharon Mackereth will check with the school to see what date and time would suit the custodian.

New Business:

A. Early Voting Security Plan -

The Director presented the security plan for Early Voting. It is similar to the one use for the 2012 Presidential Elections. The Board perused the document; and they pointed out several important issues. Uniformed, armed deputies will be used for non-voting hours. Security measures will include exterior lighting. John Benchoff asked the Board if they were prepared to make a motion to accept this document at this time. A motion was made to approve this Early Voting Security Plan by Carroll Earp; seconded by Tammy Downin. Unanimously accepted.

B. City of Hagerstown, Possible Question on Ballot -

Kaye Robucci, Director, informed the Board that Bill Nairn, City of Hagerstown, Attorney, contacted her about a petition for a question to be on the general ballot. It is an issue between the City of Hagerstown and the Firefighters' Association in reaching an agreement; this would mean a change to the City Charter. Roger Schlossberg, Board of Elections, Attorney, helped with the rewriting of the current charter. 20% of the registered voters in the City would be required to sign the petition in order for it to be on the general ballot.

C. Phones for Election Day –

A list of phones numbers to the polling places was given to the Board. Mr. Benchoff will contact Larry Messer, BOE, regarding no phones at the new Bester Elementary School.

D. Ethics due April 30, 2014 -

The Director reminded the Board that their Ethics is due April 30, 2014. The Local Board of Elections' office does not need a copy of their Ethics filing. We just need to know that they were filed.

E. Tables and Chairs!

New tables and chairs are great. We need carts to hold the chairs and a place to store them.

F. Dress code for the summer Elections -

Dress code needs to be observed during Early Voting and Election Day. In the 2014 Election Manual given to the workers - states in Chapter 1, Page 1.6, General Rules for All Election Workers – 2. Dress comfortably and appropriately. Business casual is standard. The Board agreed that this issue should not be brought up, unless it presents itself.

Members Remarks

The Director will contact the Clerk of Courts' office for coordinating with them to come to our office for the May 13, 2014, Board Meeting for the members to be sworn-in. The Board questioned – "Which of the polling places need to be surveyed?" The information we are getting from the election workers during training class – there are several.

Scheduling of Next Meeting

The next meeting of the Washington County Board of Elections will be held on May 13, 2014. 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

2014 Election Worker Training Schedule
Current Elected Officials list.

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Adjournment:

There being no further business to come before the Board at this time Tammy Downin made a motion to adjourn at 3:20PM; 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,



John Benchoff, Board President 5/13/14
Date



Tammy Downin, Secretary 5/13/14
Date