



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

June 12, 2018

35 W. Washington Street

Hagerstown, MD 21740

240-313-2050

Present:

Board:

Bruce Field, President
Tammy Downin, Vice President
Jim Schultheis, Secretary
William Blazes, Member
Martin Lumm, Member
Roger Schlossberg, Attorney

Staff:

Kaye Robucci, Election Director II
Teresa Morningstar, Election Supervisor II

Guests:

Peter Perini, Democratic Central Committee
Jerry DeWolf, Republican Central Committee

President Bruce Field called the meeting to order at 2:00PM at the Washington County Board of Elections Warehouse, 101 Tandy Drive, Hagerstown MD 21740. There was a quorum present.

Approval of Minutes of May 8, 2018:

Tammy Downin moved to approve the minutes of May 8, 2018, Bill Blazes seconded, and the motion was carried unanimously.

Swearing in of Board of Canvassers

At this time, Dennis Weaver, Clerk of the Circuit Court, swore the board members in as Board of Canvassers. The board attorney, Roger Schlossberg, was sworn in separately. Mr. Weaver and Jim Schultheis then left the meeting.

Additions/Changes to the Agenda:

None

WASHINGTON COUNTY BOARD OF ELECTIONS

June 12, 2018

Page 2

Correspondence:

- I. Plan from SBE regarding Changes to Democratic Candidates for Governor. SBE provided a list of Democratic Candidates for Governor with the instruction that if a voter wished to vote for Valerie Ervin, they should select Kevin Kamenetz on the ballot. All votes for Kevin Kamenetz would count toward Valerie Ervin.

Reports:

- I. Director's Report
 - A. Personnel - N/A
 - B. Meetings & Trainings
 1. Personnel Committee: N/A
 2. EW Committee: N/A
 3. Director's Meeting: Held May 24, 2018
 4. MAEO Legislation: 12 counties allow county employees to use administrative leave to be election judges, the rest do not. MAEO is considering pursuing legislation to require counties statewide to allow administrative leave for their employees to be election judges. MAEO committee is working with the Maryland Association of Counties (MACO) on this.
 5. Modernizing Absentee Ballot Opening Procedures: N/A
 - C. Correspondence Received: N/A
 - D. Registration Statistics for June 2018 were distributed to the Board
 - E. Voting System Activities:
 1. Voting Equipment L&A – completed June 6, 2018
 2. Electronic Pollbook L&A – started June 12, 2018
 - F. Candidate Filings: N/A
 - G. Precinct & Polling Issues:
 1. Equipment deliveries will be June 20, 21 & 25, 2018
 - H. Projects
 1. Election Worker Training – 42 training classes were completed from April 24 – May 24, 2018.
 2. Nursing Homes – completed
 3. Recruiting Election Workers – Sherrie & Tammi, on going. Still a need for additional workers.
 4. Highrock Studios – Billboard is up on Dual Highway, Early Voting advertisement is running on screen prior to movies at Leitersburg Theatre.
 5. Specimen Mailer – completed and mailed to all registered Democrats and Republicans
 6. Election Night Returns – Dean Robucci will set up a viewing room for candidates, media, and general public to view election night returns as they come in.
 7. Election Judge check-in process – Barry Jackson will utilize the same check in process as the 2016 General Election with the addition of a number system, so that election judges do not get checked in out of turn.
- II. Attorney's Report – Supreme Court ruling upheld Ohio's process of "purging" voter registration lists.

WASHINGTON COUNTY BOARD OF ELECTIONS

June 12, 2018

Page 3

Old Business:

- I. By-Laws – table until August, 2018
- II. FY19 Budget Hearing, May 15 – Marty Lumm said that most comments were about the Board of Education.
- III. Billboard is up on Dual Highway announcing the dates and location of Early Voting

New Business:

- I. Sample Ballot Mailer – sent out to all registered Democrats and Republicans in Washington County.
- II. Early Voting
 - A. Schedule for Board Members to visit – Day 1 (Tammy), Day 2 (Bill), Day 3 and Day 4 (Tammy), Day 5 (Bruce), Day 6 (Jim), Day 7 (Marty), Day 8 (Roger)
 - B. Verification of supplies, June 12, 4 pm – Bruce and Tammy will help.
 - C. Set up on June 13
 - D. Move out June 21
 - E. Discussion of 100 foot “no electioneering” boundary. Discussion about parking spaces cutting through 100 foot boundary. Roger Schlossberg said that if any portion of a parking space is within the 100 foot boundary, it should not be used.
- III. Bulk Update – June 22nd - assistance needed
- IV. Supply Distribution for chief judges, Saturday, June 23, 8:30 – 12:00. – assistance needed.
- V. Election Day:
 - A. Verification of supplies, June 22, 5 pm
 - B. Organizational Meeting, 6:00AM-ish - select 5 precincts for post-election audit.
 - C. Polling Place Evaluation Form & Polling Place Schedule was distributed.
 - D. Open Scanning Units and run reports from Early Voting – Bruce Field and Tammy Downin will perform this task.
 - E. Election Night:
 1. Tasks & Duties – move to warehouse at 6:00PM, prepare parking lot at 7:30PM.
 2. Auxiliary Police – need to schedule them for traffic control in the parking lot. Barry Jackson will take care of it.
 3. Phone lines – bring office phones to connect in the warehouse.
 - F. Verify Board Members & Staff Cell Numbers
 - G. Election Day Food – Lasagna and salad from Desert Rose Cafe
- VI. Election Judge pickup schedule – Saturday, June 23, 8:30 – 12:00
- VII. Parking for Board Members on Election Day – Parking meters off Rochester Alley will be available.
- VIII. Power Management Plan, reserved generators
- IX. Post Election Activities and Canvasses
 - A. Absentee Canvass 1: June 28, 10:00AM, gather at 9:00AM to prepare
 - B. Provisional Canvass: July 5, 10:00AM, gather at 9:00AM to prepare
 - C. Absentee Canvass 2: July 6, 10:00AM, gather at 9:00AM to prepare

WASHINGTON COUNTY BOARD OF ELECTIONS

June 12, 2018

Page 4

Members Remarks:

Scheduling of Next Meeting:

The next meeting of the Washington County Board of Elections will be held on Tuesday, July 10, 2018 at 2:00PM. The location is Washington County Board of Elections Office, 35 W. Washington Street, Hagerstown, MD; as pursuant to the Bylaws of the Washington County Board of Elections, Article 3, Section 3.3(A) 8.

Distributed Information:

- I. June Registration Statistics

Adjournment:

Tammy Downin made the motion to adjourn the regular meeting and go into Executive Session at 2:45PM, Marty Lumm seconded, and the motion passed unanimously. 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.

Executive Session:

At 2:45PM, Bruce Field called for a motion to adjourn the board meeting under State Government Article, § 10-508 (a) to discuss: (7) To consult with counsel to obtain legal advice on a legal matter. The vote to close the regular session and go into closed session was as follows:

Motion By: Tammy Downin

Seconded By: Marty Lumm

Vote to Close Session:

	AYE	NAY	ABSTAIN	ABSENT
Bruce Field	{ }	{ }	{ }	{ }
Tammy Downin	{X}	{ }	{ }	{ }
James Schultheis	{ }	{ }	{ }	{X}
Martin Lumm	{X}	{ }	{ }	{ }
William Blazes	{X}	{ }	{ }	{ }

At 3:12PM, Tammy Downin moved to close the executive session. Marty Lumm seconded the motion, and it was carried unanimously.

WASHINGTON COUNTY BOARD OF ELECTIONS

June 12, 2018

Page 5

Compiled by Barry Jackson
Deputy Election Director II

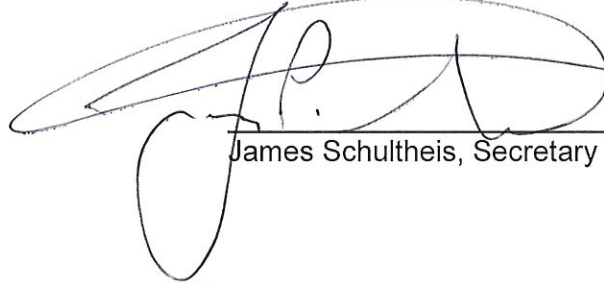
Respectfully Submitted,



Bruce Field, President

8/14/18

Date



James Schultheis, Secretary

8/14/18

Date