



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS
August 10, 2021
17718 Virginia Avenue
Hagerstown, MD 21740
240-313-2050

Present:

Board:

Martin Lumm, Board President
Tammy Downin, Board Vice President
Bill Blazes, Board Secretary
Connie Mozingo, Assistant Board Secretary
Jim Schultheis, Member
Brian Kane, Board Attorney

Staff:

Barry Jackson, Election Deputy Director II
Cory Green, Election Program Assistant I

Absent:

Guest:

Donna Brightman, Chair, Washington County Democratic
Central Committee

President Marty Lumm called the meeting to order at 3:04 PM at the Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD 21740. There was a quorum present.

Approval of Minutes of July 13, 2021:

Tammy Downin requested two changes to the minutes:
Page 2, Election Director Report, B. Meetings, (d) (5) Supply Carts, add "5"
Page 2, Election Director Report, C. Correspondence, add "N/A"

Tammy Downin moved to accept the minutes as amended for July 13, 2021, Connie Mozingo seconded, and the motion was carried unanimously

WASHINGTON COUNTY BOARD OF ELECTIONS

August 10, 2021

Page 2

Additions/Changes to the Agenda:

Barry Jackson requested the following additions under Correspondence:

- II. "Blind Advocates Reach Agreement on Efforts to Improve Ballot Privacy for Voters with Disabilities.." – emailed to the Board
- III. Exhibit A – Non-monetary Term Sheet – distributed to the Board.
- IV. MAEO Safety Memo – emailed to the Board.

Under Distributed Items:

- I. MAEO Ballots

Correspondence:

- I. Redistricting Information emailed to the Board.
A Legislative Committee was appointed for redistricting in anticipation of an emergency session in December, but nothing has been finalized.
- II. "Blind Advocates Reach Agreement on Efforts to Improve Ballot Privacy for Voters with Disabilities.." – emailed to the Board.
Brian Kane asked how much BMD's cost and it is estimated they cost \$1,500
Brian asked if the budget for the BMD's was approved and it has been.
- III. Exhibit A – Non-monetary Term Sheet – distributed to the Board.
- IV. MAEO Safety Memo – emailed to the Board.

Reports:

- I. Election Director
 - A. Personnel - N/A
 - B. Meetings:
 1. MAEO and Biennial Conference – August 23-27, 2021.
 2. Director's Meetings: Next Meeting: September 14, 2021 at 2PM
Teresa Morningstar may sit in on the Directors meeting as the next one is scheduled on the same day as the next board meeting
 3. Geo Enabling Workgroup – Next Meeting: September 1, 2021 at 10AM
 - C. Correspondence: N/A
 - D. Trainings: Mock Election in October
 - E. Legislative Update – Barry Jackson is leading the Legislative Tech Workgroup. The group is putting a findings document together. Katie Berry has asked all LBEs to compile information for a legislative report she is putting together.
 - F. Voter Registration Activities and Statistics:
 1. Registration Statistics for July 2021 were distributed to the Board.
Voter registration decreased by approximately 280 active voters from June to July
 - G. Candidate Information:
 1. Filing began February 23, 2021. 13 Candidates have filed.

WASHINGTON COUNTY BOARD OF ELECTIONS

August 10, 2021

Page 3

H. Voting System Activities:

1. Moving pollbooks and printers from Tandy Drive to Virginia Avenue next week.

I. Projects –

1. Cleaning up street files in anticipation of redistricting.
2. Barry Jackson, Teresa Morningstar, and Carl Dayley are visiting Salem Avenue Elementary, Leitersburg Ruritan Community Center, and Sharpsburg Elementary on Thursday, August 12 for polling place surveys.
3. Tammi Derr preparing election worker packets to go out by the end of the month.

- II. Attorney: Brian Kane reported that Citizens Redistricting Committee data will be available August 12, 2021; however, inmates must be counted in their home jurisdiction, which will delay all data to September 2021.

Old Business:

- I. Virginia Avenue Update
 - A. HVAC work started this week.
 - B. Exterior painting almost completed.
 - C. Parking lot islands have been weeded.
- II. 2nd (and 3rd!) Early Voting Site – Kaye Robucci and Barry Jackson visited the Washington County Free Library in Hagerstown. Library staff is very amenable, allowing access to full kitchen and appliances. They ask that we reimburse them for additional hours library staff will be required to work.

Tammy Downin brought up the point that early voting is staggered over many days, so steps at Library may not be as cumbersome to voters possibly waiting in line. Tammy asked if there would be no lease since it is a government building and no lease would be required. Tammy also said the library could be a good test case to see if a permanent downtown Early Voting site would be viable, whether it be the library or the new downtown stadium.

Marty Lumm would like to see the early voting site spread out in the county; Barry Jackson asked the Board for guidance on where the staff should pursue additional Early Voting sites. Tammy would like to see early voting at the Washington County Library so that disenfranchised voters have a location to vote that does not require using the county commuter. Jim said that the Library would target a lot of the downtown voters and could be a more viable solution moving forward.

New Stadium was brought up but that it is not going to be usable for a few years Preference list for third site Fairplay, Smithsburg, and lastly Williamsport. Smithsburg has the Library or Firehall that could be used as an early voting site.

WASHINGTON COUNTY BOARD OF ELECTIONS

August 10, 2021

Page 4

Brian asked if the early voting places would be put in a public announcement so the public could be aware and voice any concerns. Barry Jackson responded that public notice has to be posted within 48 hours of it being voted on.

The Board directed the staff to pursue the Washington County Free Library, Smithsburg Library, Smithsburg Fire Hall, Chewsville Community Center, and Fairplay Fire Hall as additional Early Voting sites and report back to the Board by the October Board meeting.

- III. Pollbook Replacement Project – Update:
 - A. SBE will not be on the Board of Public Works agenda in September.
 - B. No other update.
- IV. MAEO and Biennial Conference – Conference is still a full go, despite spread of delta variant.
- V. 2020 Census – Cleaning up street files in anticipation of Census data.
- VI. Back-up Work Location – We decided on the 2nd floor training facility at 35 W. Washington Street.
- VII. Status of 145 IKO Way – Moving the last of the equipment next week. We need to be moved out by September 17, 2021.
- VIII. Two door prizes are needed for MAEO. Marty Lumm authorized the staff to come up with the door prizes, and the Board will chip in the cost. Marty suggested a basket filled with Holsinger's Meats (jerky, bologna, ham) in Maugansville.
- IX. Outside group use of Election Center – County policy is to only allow groups affiliated with the County Government to use the facilities for meetings.
- X. Open House – Waiting for HVAC work to be completed before scheduling an open house. Marty Lumm suggested a "soft" opening for only county commissioners prior to HVAC completion. Staff will work with the County Clerk to schedule a visit with the Commissioners.

New Business:

- I. Ballot Drop Boxes.

Peter Perini emailed Kaye Robbuci, suggesting ballot drop boxes be placed at every town hall in the county. After a brief discussion of the pros and cons of this solution, the Board directed staff to acquire, in addition to the four we currently have, the minimum number of drop boxes required.
- II. Alternate Early Voting Site.

Hagerstown Regional Airport is currently alternate Early Voting Site. Tammy Downin asked if we have to have multiple back up for Early voting sites since we are now required to have at least 2 Early Voting Sites possibly 3. Barry will get more guidance from SBE.
- III. .gov Domain Name
DHS and SBE recommending that the .gov Domain Name be used
It is currently free at least for now.
Brian Kane asked if the county has any control on the .org domain and they do not

WASHINGTON COUNTY BOARD OF ELECTIONS

August 10, 2021

Page 5

Marty Lumm asked for a motion to pursue the .gov domain. Bill Blazes made the motion, Jim Schultheis seconded, and the motion carried unanimously.

IV. Christmas Party

Possibly having Christmas party at Board of Elections and having it catered.

Other ideas included:

Fireside

Hoffman's at State Line

Dutch's Daughter

Members Remarks:

Tammy Downin thanked the staff for her birthday card.

Connie Mozingo asked what the Board and staff are doing for dinner at MAEO on Monday night. Connie suggested having it catered at her house.

Another suggestion was Ropewalk for dinner around 100 something street.

Tammy Downin also reminded everyone to bring the blue Election Board shirts to wear at the Conference one day, and bring something white to wear in honor of the passage of the 19th Amendment.

Scheduling of Next Meeting:

The next regular meeting of the Washington County Board of Elections will be held on Tuesday, September 14, 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:

MAEO Ballots were distributed to the Board.

Future Events:

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 4:43 PM, Connie Mozingo made a motion to adjourn the Regular Board Meeting and convene an Executive Session 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. Bill Blazes seconded the motion. Donna Brightman left the meeting

SUMMARY OF CLOSED SESSION HELD ON August 10, 2021

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

Time of closed session: 4:43 pm.

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

Purpose of the closed session: Approval and signing of July 13, 2021 Executive Session minutes.

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

Names of members voting aye: Tammy Downin, Bill Blazes, Connie Mozingo, 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) (13) **Topic #2:** § 3-305(b) () **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: Approval and signing of July 13, 2021 Executive Session Minutes	Marty Lumm, Tammy Downin, Bill Blazes, Connie Mozingo, Jim Schultheis, Barry Jackson, and Cory Green	Board unanimously approved minutes, and Marty Lumm and Bill Blazes signed them.

After the discussion was completed, Tammy Downin made the motion to close the Executive Session at 4:44 PM, Connie Mozingo seconded, and the motion passed unanimously.

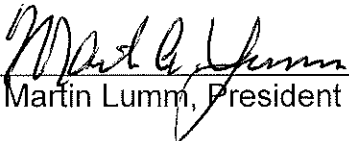
WASHINGTON COUNTY BOARD OF ELECTIONS

August 10, 2021

Page 7

Compiled by Cory Green
Election Program Assistant


Respectfully Submitted,



Martin Lumm, President

9/14/2021

Date



Bill Blazes, Secretary

9/14/2021

Date