



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

May 10, 2016

35 W. Washington Street

Hagerstown, MD 21740

240-313-2050

Present:

Board:

Bruce Field, President

Tammy Downin, Vice President

Jim Schultheis, Secretary

Martin Lumm, Member

Bill Blazes, Member

Roger Schlossberg, Board Attorney

Staff:

Kaye Robucci, Election Director, I

Teresa Morningstar, Election Supervisor II

Guests:

Peter Perini, Democratic Central Committee

Bruce Field, President, called the meeting to order at 2:00 PM; at the Washington County Board of Elections Office; 35 W. Washington Street; Room 101, Hagerstown, MD 21740.

Approval of Minutes of April 12, 2016:

Bruce asked if the Board had any corrections or modifications to the minutes of April 12, 2016 Board of Elections meeting. Bruce Field requested the following changes, (corrections shown in **Bold**). Page 4, Letter D (a) Schedule for Board Members to visit – During Early Voting. **Letter D (a) Schedule for Board Members to visit.** Tammy Downin made the motion to accept the minutes with corrections; Jim Schultheis seconded.

Additions/Changes to the Agenda:

Bruce asked if there were any additions/changes to the Agenda. Kaye Robucci, the Director added under New Business a Letter D. City of Hagerstown.

Correspondence:

None

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Reports:

None

Old Business:

- A. FY17 Budget – Budget is being voted on today 05-10-16 by the County Commissioners.
- B. MAEO Conference, June 19-22, 2016 in Cambridge MD – Reservation Information
Teresa sent emails to those attending with confirmation numbers, and any pertinent information.

New Business:

- A. Review of Election Activities – comments, suggestions, improvements.
- a. Early Voting – Electioneering and the campaigners squeezed in the sidewalk area of the pathway to the entrance. Tammy Downin received numerous complaints concerning the pathways from voters outside of the election office.
- b. Turner Transportation – Unofficial number of 5 voters requested transportation from Turner's Transportation. Voters were happy with the availability of this service.
- c. Supply Pickup – Went well on the pickup of election supplies with the chief judges picking up at the same time. For general election, may only offer a Monday pickup.
- d. Election Day – Unvoted ballots were found in the black cart on wheels. One precinct had to go back to the election precinct to get their ballots. Discussed providing a glossary for the packing of supplies for the general election.
- e. Election Night – The Board discussed the pros and cons of having a second check-in team. Several small carts and additional helpers would be needed for the general election. Overall the process went well.
- f. Election Workers – Chief Judge question – would a checklist be helpful for the packing of supplies for the black cart on wheels?
- g. Polling Places –The Board discussed the following:
- The layouts are to be used only for a guide for the election workers.
 - The BMD screen was visible from a distance (even with the privacy screen). We need to provide additional privacy for voters using the BMD.
 - The polling place layouts need to be reviewed for placement of BMD and traffic flow (no criss-crossing).
 - Roger Schlossberg noted the area at Potomac Towers used for voting is still too tight and would like to have more space. Parking lot at Potomac Towers is angled in a sloping fashion and could pose a hazard for disabled voters who live at this facility.
- h. Canvasses

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i. Voters – Email from Tracy Forcino regarding primary voting at Williamsport High School. The email stated concerns about being within the 100 foot electioneering zone. Kaye Robucci; the Director replied back to Ms. Forcino's email and thanked her for her comments. Larry Gruber emailed a complaint regarding the Hancock precinct not opening on election morning until 7:03 am. Kaye Robucci, the Director, is going to check the pollbook to validate the opening time.

j. Phones – Update phone lines at Warehouse.

k. Training – Many new Chief Judges this year. Refresher training classes in September will focus on the issues noted during the primary (BMD, Provisional Voting, Ballot Distribution, packing of supplies).

B. Deputy Director – update- Kaye Robucci, the Director, is working on this with Sylvia Brown, the new HR Director from the State of Maryland.

C. Kaye will be out of the office May 26-June 28, 2016.

D. Question form Donna Spickler: The Mayor and Council discussed the court decision on April 5th and agreed they would move forward with a November ballot question. Mark Boyer, City Attorney, is working on the language for the ballot question which will be presented to the City Council on June 21, 2016.

Executive Session:

Bruce Field called for a motion to recess the board meeting under State Government Article, § 10-508 (a) (1) (i) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction: or (ii) Any other personnel matter that affects one or more specific individuals. Tammy Downin made the motion at 2:35 PM, Bill Blazes seconded the motion. There was a quorum present.

Members Remarks:

None

Scheduling of Next Meeting:

The next meeting of the Washington County Board of Elections will be held on June 14, 2016 at 2:00 PM. 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:

None

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Adjournment:

There being no other business to come before the Board at this time, Bruce Field made the motion to adjourn at 3:50 PM; Tammy Downin, seconded.

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 Teresa Morningstar
Election Supervisor II

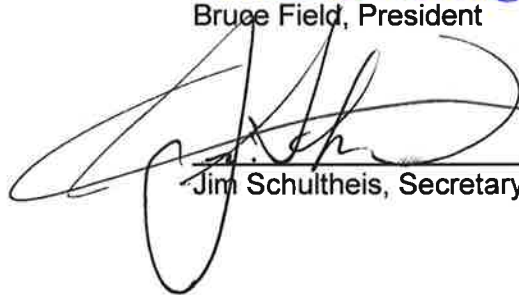
Respectfully Submitted,



Bruce Field, President

7/12/16

Date



Jim Schultheis, Secretary

7/12/16

Date