



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

November 17, 2020

35 W. Washington Street

Hagerstown, MD 21740

240-313-2050

Present:

Board:

Martin Lumm, Board President

Tammy Downin, Board Vice President

Bill Blazes, Board Secretary

Connie Mazingo, Board Assistant Secretary

Jim Schultheis, Board Member

Brian Kane, Board Attorney

Staff:

Kaye Robucci, Election Director II

Barry Jackson, Deputy Election Director II

Teresa Morningstar, Program Supervisor

Absent:

Guest:

William "Bill" Green, Mayor, Town of Williamsport

Donald Stotelmyer, Town Manager, Town of Williamsport

Dean Robucci, IT Election Services

President Marty Lumm called the meeting to order at 3:02PM at the Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD 21740. There was a quorum present. Mr. Lumm began by thanking the Board members for their dedication to the 2020 Presidential General Election, and all the time they put in. He also thanked the staff for the incredibly long hours worked during unusual circumstances.

Approval of Minutes of October 6, 2020:

Tammy Downin moved to accept the minutes for October 6, 2020, Bill Blazes seconded, and the motion was carried unanimously.

Additions/Changes to the Agenda:

None

WASHINGTON COUNTY BOARD OF ELECTIONS

November 17, 2020

Page 2

Correspondence:

None

Reports:

- I. Election Director
 - A. Personnel -
 1. Telework – Governor Hogan has requested that state employees telework if at all possible. We will telework eventually, but there is too much work to be done to finish up the election currently.
 2. Other Personnel issues will be discussed in Executive Session.
 - B. Meetings -
 1. Director's Meeting: Next meeting 11/19/20
 - C. Trainings: N/A
 - D. Registration Statistics for October 2020 – we passed 100K active registered voters in Washington County for the first time!
 - E. Voting System Activities:
 1. Manual Audit – must be done within 120 days after the General Election
 - F. Candidate Information: 53 vote difference between 5th and final spot on Hagerstown Council (Bob Bruchey) and 6th spot (Peter Perini).
 - G. Projects:
 1. Write-ins Part 2, Thursday, November 19, 2020, 5PM
 2. Certification of Election, Monday, November 23, 2020, 5PM
- II. Attorney
 - A. Marty Lumm formally recognized Brian Kane for his “phenomenal” work during this election.
 - B. Brian Kane congratulated the Board and staff for the successful election in the “climate” in which it was conducted.

Old Business:

- I. Virginia Avenue
 - A. Staff will be trained on the operation of the newly installed partitions in the Early Voting/Training room.
 - B. Sign on front of building will be created by Copyquik.
 - C. Bathrooms were fixed
 - D. Roof and HVAC will be replaced around the same time. Should begin in mid-November and be completed by mid-December.

WASHINGTON COUNTY BOARD OF ELECTIONS

November 17, 2020

Page 3

- E. 2020 General Election – We will have a “Lessons Learned” session with the chief judges after the New Year.
- II. Grant Award – We are collecting invoices that will be applied to the Grant accounting code. A large portion of the grant will go toward the use of the Sheriff’s deputies for security.
- III. Town of Williamsport Election.
 - A. Mayor Bill Green said that the last Williamsport election did not go well. Commissioner President Jeff Cline suggested that they get the Washington County Board of Elections involved. He believes using the electronic equipment would eliminate the problems that they faced in the last election.
 - B. Donny Stottlemeyer echoed the sentiments of the Board that the 2020 Presidential Election was very well run, done efficiently and professionally. He asked if it would be possible to use the Ballot Marking Device.
 - C. Mayor Green said that 390 people voted in the last election, which was a record. He does not expect that many people to vote this time, more like 250 to 300.
 - D. Kaye Robucci confirmed with Mayor Green that they would not require the electronic pollbooks. They would need the ballots created that would be read by the Scanning Units.
 - E. Mayor Green said they have \$2,700 in their budget to spend on elections.
 - F. Marty Lumm asked if this is a one-time request, and Mayor Green said he hopes not.
 - G. Marty Lumm asked when the election will take place. Mayor Green said March 1st, 2021.

New Business:

- I. Certification – scheduled for Monday, November 23rd, 5:00PM.
- II. Manual Audit – discuss in December meeting
- III. Christmas Party – scheduled for Friday, December 4th, 5:00PM at Hickory Bridge Restaurant in PA. Some question about social distancing guidelines and the possibility of having the dinner catered at the Election Center.

Members Remarks:

Scheduling of Next Meeting:

The next regular meeting of the Washington County Board of Elections will be held on Tuesday, December 8, 2020 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:

- I. October Registration Statistics

Future Events

Manual Audit

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 4:14PM, Tammy Downin made a motion to adjourn the Regular Board Meeting and convene an Executive Session under State Government Article, § 10-508 (a) (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals. Bill Blazes seconded the motion.

SUMMARY OF CLOSED SESSION HELD ON November 17, 2020

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

Time of closed session: 4:14 pm.

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

Purpose of the closed session:

Discuss plan to replace expiring IT Election Services Contract PUR-1352.

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) (X) Topic #2: § 3-305(b) () Topic #3: § 3-305(b) ()
(add others as needed)

WASHINGTON COUNTY BOARD OF ELECTIONS

November 17, 2020

Page 5


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: Hiring of full time state IT employee	Marty Lumm, Tammy Downin, Bill Blazes, Connie Mozingo, Jim Schultheis, Brian Kane, Kaye Robucci, Barry Jackson, Dean Robucci	No action taken at this time.


After the discussion was completed, Bill Blazes made the motion to close the Executive Session at 4:38PM, Tammy Downin seconded, and the motion passed unanimously.

Compiled by Barry Jackson
Deputy Election Director II

Respectfully Submitted,


Martin Lumm, President

12/11/2020
Date


Bill Blazes, Secretary

12-11-2020
Date