

MINUTES

**WASHINGTON COUNTY BOARD OF ELECTION
January 8, 2013**

**35 W. Washington Street
Hagerstown, MD 21740
240-313-2050**

Present:

Board

John Benchoff, President
Carroll Earp, Vice President
Tammy Downin, Secretary
Bruce Field, Member
William Blazes, Member
Roger Schlossberg, Board Attorney

Staff

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

John Benchoff called the meeting to order at 2:08PM. There was a quorum present.

Approval of Minutes of December 11, 2012:

John Benchoff asked if the Board had any corrections or modifications to the minutes of the December 11, 2012 Board Meeting. Approved as submitted by Carroll Earp; seconded by Tammy Downin. Unanimously approved.

Request for Addition/Changes to the Agenda:

Kaye Robucci requested the following addition under –
Correspondence - MAEO Meeting minutes of August 22, 2012.

Correspondence:

A. MAEO Board Meeting minutes of August 22, 2012.

Kaye Robucci, Director, called to the Board's attention that Early Voting will be re-visited in 2013 because the original law only covered 2010 and 2012. Several issues will be considered regarding Early Voting.

The 2013 MAEO Conference will be held June 16 -19, 2013, at UMUC Marriott in College Park, MD. It is possible that this MAEO Conference will be a combination with the SBE Conference.

Reports:

A. None

Board Attorney, Roger Schlossberg, left the meeting at 3:15PM.

B. Review and Approval of Canvass Minutes

- Absentee Canvass 1
- Provisional Canvass
- Absentee Canvass 2
- Write-In Canvass
- Certification Canvass

John Benchoff asked if there were any corrections or additions to the 2012 Presidential General Election Absentee Canvasses. Tammy Downin suggested changing the front page of the minutes to reflect the title of Board of Canvassers officers and not the Election Board officers – this will be corrected. Bruce Field moved to accept the minutes with the title corrections; Bill Blazes seconded the motion. Unanimously approved. The minutes will be re-submitted to SBE now that they have been signed.

C. Lessons Learned Session, January 15, 2013 Tuesday – 6-8 PM

The Board discussed plans for the Lessons Learned session for the Chief Judges. The 2nd Floor Conference Room has been reserved and light refreshments will be served. Questionnaires were sent to each election worker for their input and we received a good response. The questionnaires will be reviewed and an agenda developed with the main topics for discussion. During the Lessons Learned, the Chief Judges, Board Members and Staff will be divided into 5 groups. Each group will be given a main topic to discuss for 15 – 20 minutes. The Board Members will act as facilitators within each group and identify any additional sub-topics and rank each by importance. Open discussion will follow with the entire group to identify possible solutions. An action plan will be developed and distributed to all of the election workers.

Executive Session

At 3:46PM, Tammy Downin made a motion to adjourn this regular Board meeting and to convene into an Executive Session and to resume the monthly Board meeting once we have completed our duties in Executive Session; Bruce Field seconded the motion. Unanimously approved.

Return to Regular Meeting

At 3:51PM the Board of Elections re-convened; Bruce Field made motion to re-convene the regular Board Meeting; Carroll Earp seconded the motion. Unanimously approved.

Board of Canvassers

At 3:52PM, Carroll Earp made a motion to adjourn this regular Board meeting and to convene into a meeting of the Board of Canvassers for the 2012 Presidential General Election; Bill Blazes seconded the motion. Unanimously approved.

Return to Regular Meeting

At 3:54PM the monthly meeting of the Board of Elections re-convened; Bruce Field made motion to re-convene the regular Board Meeting; Bill Blazes seconded the motion. Unanimously approved.

Members Remarks

Carroll Earp commented on the enjoyment of the Christmas Dinner in December, 2012, all agreed.

Scheduling of Next Meeting

The next meeting of the Washington County Board of Elections will be held at 2:00PM on February 12, 2013. The location is the Washington County Board of Elections office at 35 W. Washington St., Rm. 101, Hagerstown, MD.

Distributed Information

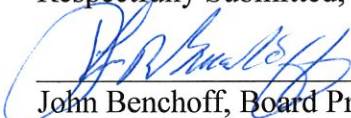
MAEO minutes – from August 22, 2012
Draft Budget

Adjournment:

There being no further business to come before the Board at this time, Carroll Earp made a motion to adjourn at 4:10PM; Bruce Field seconded the motion. Unanimously approved.

Compiled by Sharon C. Mackereth
Deputy Director, I

Respectfully Submitted,



John Benchoff, Board President

2/12/13
Date



Tammy Downin, Secretary

2/12/13
Date