

PROCEEDINGS

BOARD OF ELECTION SUPERVISORS  
FOR WASHINGTON COUNTY

The Board of Election Supervisors for Washington County held its regular monthly meeting Tuesday, March 14, 1995, at the Board Office. The meeting was called to order at 2:00 P.M. by Richard Coss.

The following were recorded present:

Richard L. Coss, President  
Daris A. Phillips, Democrat Member  
Charles L. Mobley, Jr., Republican Member  
Jason A. Malott, Democrat Alternate  
Dorothy M. Waters, Republican Alternate  
Dorothy M. Kaetzel, Election Director II  
Kaye E. Robucci, Election Deputy Director I

Richard Coss thanked Daris Phillips for leading the board meetings while he was absent. He also congratulated Dorothy Kaetzel and Kaye Robucci on their promotions.

**MINUTES:** Motion made by Daris, seconded by Jim Mobley that the minutes of the meeting held on February 14, 1995 be approved as submitted.

**PERSONNEL:** Dorothy and Kaye received their increments as of March 1, 1995.

**CORRESPONDENCE:** Memo from Joe Torre stating the release of the voting machines used in the November 8, 1994 election was distributed.

Memo from Kurt Hornig regarding the National Voter Registration Form was distributed. Dorothy informed the board that forms were distributed to each agency and that we have been sending a form to those individuals that moved to another state.

Dorothy distributed copies of the survey from Gene Raynor regarding our voter registration system. The survey has been completed and returned to Mr. Raynor.

Two memos from Joan Mobley were distributed. One was regarding the voter database purge. Currently there is a problem with the program and we will be notified when the purge is completed. The second memo explained the change of several method and removal codes as a result of the NVRA.

Dorothy informed the board that SABEL will be contacting us soon requesting the VAC's from the Primary and General Elections.

Dorothy distributed copies of the memo from Kurt Hornig on the handling of the MVA Application Procedures. Discussion followed concerning the needed storage space to keep the declinations for two years and the time required to alphabetize them. Richard suggested we talk to Bob Graff, Facilities Administrator, on the availability of additional space. Jim suggested that we alphabetize the declinations by the week only.

Copies of the Implementation of the NVRA in the State of Maryland were distributed. Dorothy informed the board that we disagreed with the interpretation of the law pertaining to Exhibits C & G. We sent copies of our interpretation to Kurt Hornig and they are currently being reviewed by the Attorney General. Dot motioned that we table this matter until the April meeting since Dorothy will be attending a meeting on March 16 regarding the NVRA. Jim seconded the motion and all were in favor.

Dorothy distributed copies of the Monthly Voter Registration Activity Reports.

Board members received copies of the original and revised MVA applications. The revised forms are to be used once the original applications have been depleted.

Reports from Attorney General, J. Joseph Curran, Jr. were distributed. The report dealt with the need for statewide uniformity and consistency resulting from the Ellen Sauerbrey case.

Board members were given helpful information concerning dealing with the media.

The report of the BRC Users Meeting in Oklahoma was distributed.

Copies of the Court Case, Peligatti vs. Calvert County Board of Elections was distributed. Calvert County had historically sent absentee ballots without a signed affidavit. The judge ruled it was an administrative oversight and the ballots would be counted.

Memo from Julian Manelli regarding the updating of the COMAR regulations was distributed. We reviewed the draft and had many questions and concerns that we hope will be answered at the meeting on March 16, 1995.

Memo from Kurt Hornig concerning any difficulties with the MVA in the implementation of the motor voter was distributed. We responded with several suggestions that we hope will be answered at the meeting on March 16, 1995.

Copies of the letter from BRC to Mark Brugh concerning the ballot boxes were distributed. BRC admits there is a problem with the ballot boxes and they are currently working with their vendor to correct it. Once they have a ballot box that is acceptable to BRC and to us, they will replace the entire lot of ballot boxes.

Letters from Mr. Ed Koogle concerning High School Registration were distributed. Dorothy reported that we registered 102 at Williamsport High School. We are scheduled to go to North High on April 27.

Copies of letter to poll worker, Vera Seal, were distributed.

Copies of letter to Ernestine Blake-Green were distributed. The Board is requesting the Department of Personnel to schedule an examination for the position of Election Registrar.

Dorothy informed the board that the 1995 Advisory Panel Meeting scheduled in Vail, CO on April 30 - May 2, has been canceled.

Jason Malott was excused at 3:00 P.M.

**OLD BUSINESS:** The board wanted to reconsider the increase in the poll workers pay that was acted upon at the February 14, 1995 meeting. Dorothy informed the board that the proposed legislation increasing the poll workers pay statewide to \$150 and \$100 will be in next year's session. However, the Legislature could enact emergency legislation and make it retroactive to the Primary Election of 1996. Richard made a motion to amend the motion that if the legislation is not passed, that the Board increase the poll worker pay in Washington County to \$100 for Chief Judges and \$80 for Judges and \$20 for the training fee. Jim seconded the motion. Motion taken and all were in favor. A letter will be sent to the County Commissioners requesting the pay increase.

Jim motioned that the training fee be paid after the General Election and the poll worker must have worked both elections without exception. Daris seconded the motion and all were in favor.

Discussion on rate of pay for substitutes was tabled until the April 11, 1995 meeting.

Discussion on additional storage space and larger office was tabled until April 11, 1995 meeting.

The Guide to Government Officials in Washington County is currently being entered in WordPerfect 6.0. Fred Teeter with the Chamber of Commerce is currently looking for someone to sponsor the printing of the guide. Three quotes were received from local printers for the printing cost.

Dorothy informed the Board that she submitted the Budget for FY95/96. She also informed the Board that we received our new chairs.

**NEW BUSINESS:** The MAED Meeting is being held June 19, 20 & 21 in Washington County. We will be reserving 3 rooms for our use. Jim made a motion to close the office on Tuesday, June 20. Daris seconded the motion and all were in favor. Decision was made to offer both a tour of the Antietam Battlefield and Fort Frederick. A letter will be sent to each county requesting that they inform us how many people will be participating in each tour.

Dorothy will be attending a NVRA meeting on March 16, 1995.

Dorothy updated the Board on the voter registration increase due to the NVRA. Registration has increased 664 since November 30, 1994.

Copies of the State Ethics Financial Disclosure Statement were distributed to all board members. One will be sent to Walter Bell.

Letter from the State Ethics Commission was discussed. It is stating that any employee who is classified at grade 16 or above must file financial disclosure statements. Dorothy informed the board that no employee is grade 16 or above. She will respond to the request.

Voter registration at Boonsboro High School is scheduled for April 7, 1995 from 3:00 P.M. - 3:25 P.M. The following will be doing the voter registration: Dorothy Kaetzl, Kaye Robucci, Richard Coss, Daris Phillips, Dorothy Waters and Ed Koogle.

Next meeting April 11, 1995.

Daris motioned, seconded by Richard, to adjourn the meeting at 4:25 P.M.

Sincerely,

*Kaye E. Robucci*

Kaye E. Robucci  
Deputy Election Director I