

PROCEEDINGS

BOARD OF ELECTION SUPERVISORS
FOR WASHINGTON COUNTY

The Board of Election Supervisors for Washington County held its regular monthly meeting Tuesday, April 11, 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
Mark Brugh, Attorney
Dorothy M. Kaetzel, Election Director II
Kaye E. Robucci, Election Deputy Director I

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

PERSONNEL: Dorothy informed the board that the Office of Personnel has set a closing date of April 28, 1995 for the submittal of applications for the position of registrar. All interested individuals have been contacted and informed of the deadline.

Dorothy distributed samples of the confirmation notices we have been issuing. Dorothy explained their use and that they are printed in-house.

CORRESPONDENCE: Copy of letter to the Commissioners requesting an increase in poll workers pay was distributed. The Board is requesting an increase in the event that the proposed legislation does not pass the General Assembly.

Letter to John E. O'Donnell, State Ethics Commission, was distributed. There are no employees that meet the criteria for filing financial disclosure statements. Also, name of President of the Board will be corrected to read Richard L. Coss.

Received a reply from the Town of Funkstown. They do not have any replicas to be distributed at the MAEO Meeting.

Letter regarding the 2 additional mandatory agencies to do voter registration was distributed. We recommended the high schools and the clerk of court offices. Kurt Hornig reported on April 10, that the Jr. Colleges and Marriage License Bureaus were selected.

Received a new test ballot box from BRC. We are to put it through some rigorous testing and report back to BRC within 2 weeks. Jim will take it through a series of tests at the

warehouse. Dorothy informed the board that the ballot box and lid will be made of the same new material.

Distributed memos from Julian Manelli regarding the Biennial Meeting to be held in Ocean City October 23 - 26, 1995.

Memo from Donna Duncan regarding the Libertarian Party petitions was distributed. Dorothy will receive the petitions at the April 25 meeting.

Second memo from Kurt Hornig concerning any difficulties with the MVA was distributed. Dorothy supplied a contact name at the MVA in addition to the problems associated with the implementation.

Memo from Ed Koogle regarding voter registration at Clear Spring High School was distributed. Registration is scheduled for May 22, 1995.

Letter explaining the problem with our Modem and the solution was distributed. The Computer Information Systems Department had a compatible modem and it was sent to Annapolis. It was installed on April 7 and is currently working. The modem will also be covered under our current maintenance contact with Commart, Inc. Dorothy informed the Board that she plans on including the cost of a new modem in the 97 budget.

Memo from Robert Antonetti, Sr. regarding the MAEO meeting was distributed. This memo was sent to each county along with information about the bus trips. Dorothy sent the reservation list to Bob Antonetti on April 10, 1995.

Memo from Gene Raynor regarding the State Board Meeting scheduled for April 19 was distributed. We post the memos on the bulletin board in case anyone wants to attend.

OLD BUSINESS: Training pay for substitute poll workers was discussed. Motion made by Jim and seconded by Daris that substitute poll workers will be paid the prevailing training fee provided they have gone through training and made themselves available for both primary and general elections. Substitutes trained between the primary and the general election will receive the prevailing training fee provided that they have made themselves available or worked in the General Election if needed.

Motion made at March meeting regarding the training fee for poll workers will stand as made.

Jim calculated our required office and storage space to be 4,000 sq. feet. Letter will be sent to the commissioners indicating our need for larger office and additional storage space. Report on current registration totals and forecasted registration will be provided.

Government Officials Guide has been given to Fred Teeter, Chamber of Commerce. He is looking for a company to sponsor the printing of the pamphlet.

NEW BUSINESS: Dorothy reported on NVRA meeting held March 16, 1995. New COMAR regulations are being developed in regards to the NVRA. Dorothy informed the Board that each county is allowed to use the state VRA forms in place of the local forms at no cost to the county. Motion made by Jim and seconded by Daris to use the State VRA forms. All were in favor.

Dorothy received permission from Mr. Giffin, Superintendent of Schools, to use the Funkstown Elementary School in place of the Funkstown Fire Hall in district 10-1. Mark will do a survey and room layout.

The question was raised regarding who appoints the State's Attorney position in the event that the office is vacated. The Circuit Court Judges decide on the appointment.

Permission was granted for the reservation of 2 rooms at the Ramada Inn for the MAEO meeting in June 19 - 21, 1995.

Voter registration activity for the month of March was distributed. Jim requested that we track registration figures to forecast registration totals.

Voter registration was completed at Boonsboro High School. A total of 92 registered to vote.

Copies of the 1996 Presidential Election Calendar were distributed.

Dorothy will attend a NVRA meeting on April 25, 1995.

Dorothy contacted the recruiting offices to see if they had VRA forms. The recruiting offices did not know that they are mandatory agencies for voter registration. Kurt Hornig is researching to see why the recruiting offices in Washington County were missed in the training and implementing of the NVRA.

Questionnaire from SABEL Board was distributed. It is due April 18 and we received it April 11. Dorothy will contact SABEL to ask for an extension.

Next meeting May 9, 1995.

Daris motioned, seconded by Jim, to adjourn the meeting at 3:50 P.M.

Sincerely,

Kaye Robucci

Kaye E. Robucci
Deputy Election Director I