



## MINUTES

### WASHINGTON COUNTY BOARD OF ELECTIONS

July 14, 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

#### **Absent:**

#### **Guest:**

Peter Perini, Democratic Central Committee

Seth Wilson, Republican Central Committee

#### **Approval of Minutes of June 23, 2020:**

Tammy Downin moved to accept the minutes as presented, Bill Blazes seconded, and the motion was carried unanimously.

#### **Additions/Changes to the Agenda:**

Kaye Robucci requested the following Additions/Changes to the Agenda:

Correspondence, add:

XI. Letter from Governor Hogan emailed to the Board 7/8/20, and:

XII. Letter from the 7 Large Counties to Governor Hogan emailed to the Board 7/8/20

Old Business, change:

II. Election Calendar – table until August Board Meeting

New Business, add:

VI: Local Ballot Questions

## WASHINGTON COUNTY BOARD OF ELECTIONS

July 14, 2020

Page 2

### Correspondence:

- I. Article, *"GOP Election Board Members Would Require Voters to Apply if They Want Mail-in Ballot"* emailed to the Board 7/1/20.
- II. Letter from Anne R. Kaiser and Alonzo Washington, Chair and Vice Chair, Ways and Means Committee, to Michael Cogan, Chair State Board of Elections, and Linda Lamone, State Administrator emailed to the Board 7/1/20.
- III. Article, *"What you need to know about voting by mail"* emailed to the Board 7/1/20.
- IV. Article, *"Maryland's local election directors call for hybrid election, saying traditional format would set them up to fail"* emailed to the Board 7/1/20.
- V. Article, *"Advocates Challenge State Senate GOP Opposition to November Mail-In Election"* emailed to the Board 7/1/20.
- VI. Article, *"Barr says, without citing evidence, that an election done predominantly by mail would not be secure"* emailed to the Board 7/1/20.
- VII. Letter from MAEO to Governor Hogan regarding the 2020 Presidential General Election emailed to the Board 6/30/20.
- VIII. Letter from MAEO to Governor Hogan in response to the "Report on June 2 Election & Recommendations for November 3 Election" emailed to the Board 7/7/20.
- IX. Post-Election Audit – Ballot Tabulation Audit, Phase 2 emailed to the Board 7/7/20.
- X. Report from Michael Cogan, Chairman State Board of Elections regarding the June 2 Election & Recommendations for November 3 Election emailed to the Board 7/7/20.
- XI. Letter from Governor Hogan emailed to the Board 7/8/20, and:
- XII. Letter from the 7 Large Counties to Governor Hogan emailed to the Board 7/8/20

### Reports:

- I. Election Director
  - A. Personnel -
    1. PEPs are due July 20, 2020. The Board will review Kaye's 6 month evaluation in closed session.
  - B. Meetings -
    1. Director's Meeting: July 9, 2020.
      - a) Confirm Availability of EW
      - b) Confirm Voting Locations
      - c) Procurement of PPE
      - d) No CARES Act Funding
    2. Next Director's Meeting: July 16, 2020
  - C. Trainings: N/A
  - D. Registration Statistics for June 2020 included in their packets.

## WASHINGTON COUNTY BOARD OF ELECTIONS

July 14, 2020

Page 3

- E. Voting System Activities:
    - 1. Charging of Equipment
  - F. Candidate Information: Ballot Proofing will begin by August
  - G. Projects:
    - 1. Contacting Election Workers regarding availability
    - 2. Contacting Polling Places regarding availability
    - 3. Survey Possible locations for Vote Centers or to Consolidate Polling Places
    - 4. Disaster Recovery Plan
    - 5. Digitizing Polling Place Accessibility Surveys
    - 6. Voter Registration Volunteer Database
- II. Attorney – Brian Kane reported that he has been tasked by the Maryland Attorney General's office to compile discovery information in the National Federation for the Blind lawsuit against the State of Maryland.

### **Old Business:**

- I. Virginia Avenue – Marty Lumm provided an update to the progress at Virginia Avenue. The doors and store front are due at the end of August. Request for Bids for the HVAC should be going out soon.
- II. Election Calendar – Table until August meeting
- III. MAEO Conference, Clarion Conference Center, Ocean City – MAEO board meeting was postponed, no decision yet.

### **New Business:**

- I. Canvass Minutes – Kaye Robucci will email the Draft Canvass Minutes to the Board
- II. 2020 General Election. The Board discussed the need to consolidate polling places due to the lack of election judges.
- III. Additional In-Person Facilities (if needed): Kaye Robucci and Barry Jackson will visit the Ag Center on July 15, 2020 as a possible vote center.
- IV. PPE Supplies – covered in Election Director's Report
- V. Election Workers – covered in Election Director's Report.
- VI. Local Ballot Questions – Kirk Downey said that there will not be any local ballot questions.

### **Members Remarks:**

Peter Perini commented on the Governor's letter that it was intimated that Early Voting would be open on Election Day. Kaye Robucci will verify if the Early Voting Sites are to be open on Election Day and will let everyone know.

Peter Perini asked how the Washington County Board of Elections will handle voter outreach to promote vote by mail, Early Voting, off peak times on Election Day. Kaye Robucci indicated that the State Office will use a variety of methods to get the message

## WASHINGTON COUNTY BOARD OF ELECTIONS

July 14, 2020

Page 4

to the voters. In Washington County, the information will be included on the Specimen Ballot mailers and our social media sites. Kaye would welcome additional suggestions. Peter Perini brought up precinct level results, in light of combining precincts.

Peter Perini asked what is the plan for the worst case scenario of the state shutting down right before the election?

Marty Lumm mentioned that the Republican Central Committee had the grand opening of their new office, and Chairman Jerry DeWolf publicly acknowledged the great work of the Election Board.

### **Scheduling of Next Meeting:**

The next regular meeting of the Washington County Board of Elections will be held on Tuesday, August 11, 2020 at 3:00PM. The location is Washington County Board of Elections Office, 35 W. Washington Street, Hagerstown, MD; as pursuant to the Bylaws of the Washington County Board of Elections, Article 3, Section 3.3(A) 8.

### **Distributed Information:**

- I. June Registration Statistics

### **Future Events**

### **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 4:40PM, 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 July 14, 2020**

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

Time of closed session: 4:40 pm.

Place (location) of closed session: 35 W. Washington Street, 1<sup>st</sup> floor conference room, Hagerstown, MD 21740.

Purpose of the closed session:

Discuss performance evaluation for Kaye Robucci.

WASHINGTON COUNTY BOARD OF ELECTIONS

July 14, 2020

Page 5

**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)

**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: Kaye Robucci's performance evaluation	Marty Lumm, Tammy Downin, Bill Blazes, Connie Mozingo, Jim Schultheis, Brian Kane	Performance Evaluation was approved to be submitted to SBE.

After the discussion was completed, Tammy Downin made the motion to close the Executive Session at 5:01PM, Bill Blazes seconded, and the motion passed unanimously.

Compiled by Barry Jackson  
Deputy Election Director II

Respectfully Submitted,

  
Martin Lumm, President                      8/11/2020  
Date

  
Bill Blazes, Secretary                      8/11/2020  
Date