

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION

October 12, 2004

35 W. Washington Street

Hagerstown, MD 21740

240-313-2050

Present:

Board

Charles Mobley, Jr., President

Marianne Schneider, Democratic Member

Eileen Wiggins, Democratic Alternate

Gregory Bannon, Attorney

Staff

Dorothy M. Kaetzel, Election Director I

Kaye E. Robucci, Election Deputy Director, I

Charles Mobley called the meeting to order at 2:04 PM. There was a quorum present. John F. Barr, Republican Member, and Dorothy Waters, Republican Alternate, were absent.

Approval of Minutes of September 14, 2004

Charles Mobley asked if the board had any corrections or modifications to the minutes of the September 14, 2004 Board Meeting. Eileen Wiggins requested the following correction:

Page 3, D. Voting System Case - #C-04-97297

The Anne Arundel Circuit Court found that the State of Maryland "acted reasonably in setting up the system and protecting it **against** any reasonable risks." TrueVoteMD has appealed the decision.

The minutes were approved as submitted.

Addition/Changes to the Agenda:

Dorothy Kaetzel requested that Election Day Support Specialist Training and Last Minute Instructions be discussed under correspondence. Kaye Robucci requested that Kids' Voting be discussed under New Business.

Correspondence:

A. Ralph Nader Case

E-mail from Natasha Walker, SBE, on September 14 indicating the Anne Arundel Circuit Court ruled that Ralph Nader cannot be on the ballot in Maryland. E-mail from SBE on September 20, indicating that the Court of Appeals reversed the Circuit Court decision and Ralph Nader will appear on the November ballot.

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B. Polling Place Guidelines – September 17, 2004

The Board discussed the following items:

- Protest Voters – A new sign was designed to inform voters that only voters eligible to vote a provisional ballot would be issued a provisional ballot. If a protest voter became disruptive, a provisional ballot could be issued.
- Chief Judges are required to keep the peace in the polling place and have the authority to order the arrest of any person who breaches the peace. They are instructed to call the local election board or local police office.
- Challengers and Watchers

C. Policy Decisions – September 29, 2004

E-mail received from SBE regarding two policy decisions.

- Protest Voters – SBE reversed their decision of September 17 and a provisional ballot will not be issued to a protest voter.
- Modeming of Results – a voting unit may be moved within the same building for the purpose of modeming results.

D. COMAR Title 33

Memo from Joe Torre, SBE, regarding the following amended subtitles:

Subtitle 04 Inspection and Copying of Records

Subtitle 08 Canvassing

Subtitle 11 Absentee Ballots

E. Proposed changes to COMAR, Title 33

Memo from Joe Torre, SBE, regarding the adoption of regulations 33.07.04 and 33.12.04 - 33.12.09. These changes will be in place for the November election.

F. L&A Pre-election test

COMAR does not require the L&A Pre-election Test to be open to the public.

G. TrueVote Representatives as Challengers & Watchers

Memo from Judy Arnold indicating that SBE will designate TrueVote Representatives as Challengers & Watchers. The names and precincts will be provided to SBE by October 25, 2004.

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H. TrueVote

E-mail from Linda Lamone, Director, SBE, regarding the authorization of TrueVote Representatives at Challengers and Watchers.

I. Political Parties in Maryland

The Green, Constitution, Libertarian and Populist Party are all recognized parties in Maryland.

J. Election Day Support Specialist Training

List of items that Election Day Support Specialist are allowed to perform on Election Day. This will be given to the Chief Judges.

K. Last Minute Instructions

This will be given to the Chief Judges.

L. Constituent Letter

E-mail from SBE, regarding the letter from the constituent in September. The letter was sent in error to the Board Members. It was to only be sent to the SBE members.

Reports:

A. Security Updates

Dorothy Kaetzel reported on the 5 alternate polling places

- Leitersburg Grange Hall
Contact: Mike Kipe
Approval: Yes
- Agriculture Building
Contact: David Brooks
Approval: Yes, but would pay for the use
- Venice Inn
Contact:
Approval: Yes, verbal approval
- Western Enterprise
Contact:
Approval: Yes

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- Clear Spring Fire Hall
Contact:
Approval:
John Barr will contact the fire hall and discuss the use of the building.

B. Fire Police

Dorothy Kaetzel has contacted the Fire Police regarding assistance on Election night.

C. Parking at District Court

Dorothy Kaetzel will call the Administrative Clerk at District Court for permission or Fred Bower, Frederick County District Court.

D. Relocation of Gems Server

No room is available at the Board of Education to house the Gems Server. Ron Whitt will be contacted to see if IT can house the server over the election.

E. Alternate Office Site

If we have to move out of 35 W. Washington Street on Election Day we will move to the warehouse. The supplies will be returned to that location. Otherwise we will use the 2nd floor conference room for the return of supplies.

Charles Mobley suggested the use of the Tele-Marketing Center on 14 N. Potomac Street. The contact is Mr. Palagrino.

F. Election Security Conference Calls

Conference calls are every Tuesday at 11:00 AM. Dorothy Kaetzel distributed the agenda.

G. Election Day Support Plan

- Disaster Recovery Plan – Items that need to be secured. Eight items are to be secured
- Dorothy Kaetzel has put together a list of items to secure.
- Appendix B (Emergency Evacuation Plans) will be given to the Chief Judges. Priority items are 1-3 (Provisional, VAC's, and Precinct Registers). Charles Mobley discussed priority items and what to do with each one, if time permits.
- October 22, 2004, 2:00 PM meeting with EOC.

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Old Business:

A. Pollworker Training Class

Saturday, October 16, 2004 – 9:00 AM – 12:00 PM

B. L&A Pre-election Testing

The L&A begins October 18 at 8:00 AM. Diebold is sending 7 people. It is scheduled for 3 days. John Benchoff, Carroll Earp, Charles Mobley and Eileen Wiggins will be assisting.

C. Public Testing

October 21, 2004 at 11:00 AM

D. L&A for Optical Scan

Thursday, October 14, 2004 in the afternoon.

New Business:

A. Election Schedule – full schedule will be distributed later

Election Day

6:00 AM – Board Members

9:00 AM – Denny Weaver will swear board in

B. Specimen Ballot is at CopyQuik being printed

C. Kids' Voting

The PTA in Hancock requested permission to have a bake sale on election day and to allow Kids' Voting . The Board adopted the following policy on July 8, 2003, "Prohibition against any activity other than voting within the 100' no electioneering limit of a polling place". A copy of the policy will be sent.

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Members Remarks:

Eileen Wiggins requested that whenever a meeting is called, the substitutes members should be included.

Gregory Bannon commented on the question raised by the Washington County Hospital. The hospital wanted to know how much time does the hospital have to allow someone to go vote if their shift ends at 7:00 PM. Gregory Bannon will call Brooks McBurney and tell him that the hospital would need to give their workers 2 hours.

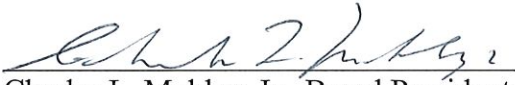

Scheduling of Next Meeting

The next meeting of the Washington County Board of Elections will be held November 9, at 2:00 PM at the Board Office.

Adjournment:

There being no further business to come before the Board at this time; Marianne Schneider made a motion to adjourn at 4:00 PM and Eileen Wiggins seconded the motion. Unanimously approved.

Respectfully Submitted,

	<u>11/09/04</u>
Charles L. Mobley, Jr., Board President	Date
	<u>10-25-04</u>
Kaye E. Robucci, Election Deputy Dir, I	Date