



## MINUTES

### WASHINGTON COUNTY BOARD OF ELECTIONS January 13, 2015

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

**Present:**

**Board**

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

**Staff**

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

**Visitors**

Jerry DeWolf, Republican Central Committee, Member  
Stephen Showe, Republican Central Committee, Chairman

John Benchoff, President, called the meeting to order at 2:10 PM; as pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.2(A)1. Board Attorney, Roger Schlossberg, was absent. There was a quorum.

**Approval of Minutes of December 9, 2014:**

John Benchoff asked if the Board had any corrections or modifications to the minutes of December 9, 2014, Board of Elections meeting. Carroll Earp requested a correction – page 4, correction made in second paragraph, **New Business**. A. FY16 Budget “The letter was from a veteran chief judge”. (Made a separate sentence)  
Carroll Earp made a motion to accept the minutes with the correction; Tammy Downin seconded the motion. There was a unanimous approval. As pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.3(A)2.

**Addition/Changes to the Agenda:**

John Benchoff asked if anyone had any changes or additions to the agenda.  
Kaye Robucci, Director, requested under **Correspondence** – Regional Manager Change.  
As pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.3(A)3.

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### Correspondence

- A. Memo from Keith Ross, SBE, regarding the awarding of the new voting system contract to Election System and Software – E-mailed to the Board.
1. New voting system contract has been awarded to Election System & Software (ES&S). But the contract is not for what we originally thought.  
Question – "Did any of the other counties know what the contract included?"  
According to comments from the other Directors – some were not aware that the contract did not include ExpressVote units to replace each of the AccuVote Touch Screen units. We know that the contract does not include the stand alone voting booths or carts. The voting booths and carts will be purchased under separate contracts.  
There are a lot of unknowns at this point; we need additional information from SBE to know just what is needed.
  2. Question "How will this affect the number of judges that we will require?" We are not sure if this equipment will require additional workers or possibly, just moving around the workers we have.
  3. Any precinct that has more than 3,000 registered voters will get two of the ExpressVote units.
  4. Early Voting in 2016 will present another issue and that is "Same Day Registration". Voters who are not registered and they have a current Maryland Drivers License can be legally registered at the polling place and vote on the voting equipment.
  5. When a voter overvotes on a ballot, they will be able to see, on the monitor the ballot and the contest overvoted. They will be able to get another ballot or just accept the overvoted ballot. A user manual is on the State Online Library.
- B. Baltimore Sun Article, "New Voting Machines Finally on Horizon" – E-mailed to the Board.
- C. Revised agenda – MAEO Meeting January 15, 2015 – E-mailed to the Board.
- D. Organizational chart for Regional Managers. (Effective - February 16, 2015)
- Washington County will receive a new Regional Manager, Paula Paschall.

### Reports

- A. Meeting with County Commissioners, January 13, 2015.

The Board of Elections had a meeting this afternoon with the County Commissioners. The meeting was an informational session, regarding the new voting system. Kaye Robucci, Election Director, did a great presentation. Those who attended felt the Commissioners were very attentive and responded with great questions. This should start the process toward getting what is needed to implement a new voting system.

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### B. Tour of Aspiring to Serve, January 12, 2015.

Board of Election members Carroll Earp, Bruce Field, and Director, Kaye Robucci, met with William Shank, Chairperson for Aspiring to Serve.

The Board members were given a tour of the remodeled Old Shoe Company building on W. Franklin St. The office of Commission on Ageing is on the second floor and the County pays rent.

Parking is available along the side of the building, in the alley, and on the street. The County has a new parking lot across the street that they let us use during the 2014 elections.

The fifth floor is great and is wide open, but we have No money for renovations.

Social hall on second floor could be used for Early Voting, but it requires use of an elevator.

Question – “If the County would say - we could have the Phoenix Color Building for 2016 – do we want it?” “Yes”, the full Board agreed. The use of the Phoenix Color Building made it very convenient for our testing and for Early Voting. We need a solid commitment from the County. We should keep Mr. Shank informed regarding our intentions as to whether we want to make use of any space in the Old Shoe Company building.

### Old Business

#### A. Election Worker Pay Increase.

It has been sometime since the election judges received an increase for working the polls. Chief Judges received an increase in 2009 to \$200; check-in and unit judges in 2006 to \$150. Carroll Earp made motion to increase \$50.00, across the board for all election workers. Tammy Downin seconded the motion. The Board approved unanimously. Election workers, in other counties that are working Early Voting will receive an increased. The hours for Early Voting will be 8:00 AM to 8:00 PM during the 2016 general election.

Questions – “How will the new voting system affect the use of Ballot-on-Demand printers and the contingency process?” “Will we need contingency paper ballots?” There are still a lot of unknowns with the new system for 2016.

#### B. FY16 Budget

1. There are several things that we are not sure about when looking at the 2016 budget. We will not know until we get the Governors budget and that is not due until the end of the month. There are several new items to be considered on our budget. Things like – generator, and pallet jack. If we buy a generator, can we store it at the warehouse and will it fit on the back of a truck? Other items to consider for the 2016 elections are Early Voting site and training facility.
2. Shafiq Satterfield, Regional Manager, is coming for a meeting on Wednesday, January 14, 2015. Question – “Do we pay any part of the regional managers’ salary?” Yes, Washington County pays a portion.

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We should have some say as to what they do and they should be at our disposal. The meeting time is at 10:00 AM, if any of the Board members would want to be present.

### New Business

- A. MAEO/State Biennial Meeting, June 7, 8, & 9, 2015 – Ocean City, MD.

This years' conference will be at The Grand Hotel, Ocean City, MD; Sunday through Wednesday.

- B. Schedule luncheon with County Commissioners

The Board discussed arrangements for a luncheon with the County Commissioners, Greg Murray, County Administrator, Rob Slocum, Director, Engineering/Construction Mangt., and Jim Sterling, Director of Facilities. The Director, Kaye Robucci, will contact the Commissioners' office to inquire about their schedule. The Board suggested early in March, 2015. The Director will contact Jim Sterling for a possible commitment for Early Voting and Training Center at Phoenix Color Building.

- C. Position Recruitment

The two open positions in the office are for Election Supervisor II, and for an Election IT person. The Director would like to advertise both positions at the same time. The Board agreed.

### Members Remarks

John Benchoff felt that today's meeting with the County Commissioners went very well and was positive. Commissioner LeRoy Myers has some inside knowledge of the new voting system. (Former Delegate for District 1C)

Carroll Earp, also felt that it went well. Tammy Downin commented that the public notices that this Board of Elections is very effective.

### Scheduling of Next Meeting

The next meeting of the Washington County Board of Elections will be held on February 10, 2015. The location is Washington County Board of Elections, 35 W. Washington St. Room 101, Hagerstown, MD; as pursuant to the Bylaws of the Washington County Board of Elections, Article 3, Section 3.3(A)8.

### Distributed Information

District Voter Count  
Voter Turnout

