



## MINUTES

### WASHINGTON COUNTY BOARD OF ELECTIONS October 7, 2014

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

**Swearing in of Board Members**

Mary Ann Weber, Deputy Clerk of Court, Washington County, is present today to do the swearing in of the Board Members, as Board of Canvassers, for the 2014 Gubernatorial General. Separate forms for each member were signed and notarized. Ms. Weber then swore in the Board Members, as per Maryland Election Laws. The Board Attorney will go to the Clerk of Courts' office to be sworn in.

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

**Board Meeting**

John Benchoff, President, called the meeting to order at 2:05 PM; as pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.2(A)1. Roger Schlossberg, Attorney, was absent. There was a quorum.

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

John Benchoff asked if the Board had any corrections or modifications to the minutes of September 9, 2014, Board of Elections meeting.

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Carroll Earp requested a correction under Correspondence – (second sentence under “C”) “After the meeting **they** will visit the demonstrations of the new voting systems, being held at the University of Baltimore, Yale Gordon College of Arts and Sciences.”

Tammy Downin moved to accept the minutes with a correction; Bruce Field seconded. The minutes were unanimously approved. 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 additions under:

**Correspondence** – Information received from Nikki Charlson, SBE, regarding closed sessions. Post Election Audit – for Primary Election.

**New Business** – Disability Fair, October 27, 2014.

As pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.3(A)3.

### Correspondence

A. Memo from Kirk Downey, Deputy County Attorney, regarding 2015 Legislative requests.

Mr. Downey is requesting any new proposals for the 2015 session of the General Assembly. The Director responded that we have no new proposals.

B. Nikki Charlson, Assistant Administrator, SBE, sent us a sample of what is required in our minutes when the Board goes into closed session (Executive Session).

C. Audit – Primary Election.

The Board perused a copy of our Primary Election Audit from SBE. The Board and Director are pleased with the results of the audit.

### Reports

A. Election Director's Meeting – September 16, 2014, review of minutes -

1) Presentation by the Office of the State Prosecutor's Office – Senior Assistant State Prosecutor, Nicolle Norris, instructed us on issues pertaining to prosecutions of Voter Fraud. There have been two successful prosecutions in recent years, in Frederick County and Montgomery County. In both cases the voters confessed, and both received probation before judgment.

2) Ms. Norris urged LBE staff **not** to write on documents that could become "Proof of voting documents" in a prosecution.

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### Old Business

B. Meeting with County Commissioners –

Kaye Robucci, Director, will contact the County Clerk's office to be placed on an agenda in January, 2015. Until then we should try to arrange a one on one with each Commissioner and state our issues. Maybe invite them to the office on Election Day for them to see the cramped space.

C. Online Ballot tool –

The voter must certify that they have a disability that requires them to have access to the Online Ballot Marking tool.

D. Aspiring to Serve Facility, schedule date to visit –

The Board agreed to plan a visit to the facility. The Director will contact William Shank and schedule a time.

E. Polling Place update -

1. Bester Elementary School –

The Director e-mailed Kristi Bachtell, Principal for Bester Elementary School, regarding the issues of the gym floor and parking. The Director will follow up with Mark Mills, Board of Education.

2. Potomac Towers setup –

Question – Could someone go to Potomac Towers election day morning and help them get set up? Yes, Bruce Field, Board Member, will go over and assist at 5:30 AM.

F. Early Voting -

1. Early Voting for the General Election starts October 23, 2014 through October 30, 2014 eight days. A shuttle bus from Community Action Council has been reserved with driver.

2. We have a new 20 ft. sign for the Washington County Early Voting Center. A county bucket truck will be needed to hang it on the building. Jim Sterling, Facilities, will need to be contacted.

3. We are scheduling workers for Early Voting.

4. Public testing is on October 20th. Checking of supplies by Board members is at 4:00 PM, Oct. 21st.

5. The Write-In canvass is Wednesday, November 12, 2014, but there may be some more write-ins in Absentee Ballot Canvass #2, on Friday, November 14, 2014

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### **G. Election Day –**

1. Parking for the Board members will be meter parking behind the building for election day. Other days that they are in the office, they can park in the parking deck with passes.
2. Election day food will be the same as the Primary election – sandwiches for lunch and fried chicken for dinner.
3. There is a new election night check-in reminder list for Chief Judges when they return the supplies. The election night check-in list will be delivered to the Chief Judges the day of the election by the Board members – brightly colored paper and two copies per polling place.

### **New Business**

#### **A. Election Integrity Maryland -**

We received a letter from the Election Integrity Maryland group who found voters with dual registrations in Maryland and Virginia. According to the letter, 164 of them voted in both states in 2012, four from Washington County. Our Director contacted the State Board and their instruction was – no response is necessary and we concur.

#### **B. Absentee Voting at Nursing Homes -**

The process is going well – having Laura McEwen to deliver the ballots to the facilities and assisting the helpers has been a great help.

#### **C. Disability Fair – October 27, 2014 -**

Kaye Robucci, Director, received a called from Peggy Martin, advocate for disability issues. Ms. Martin invited us to the first Disability Fair, at Robinwood Medical Center, on October 27, 2014. The Director has agreed to be there with a Visually Impaired Ballot Station (VIBS), to demo the voting process for visually impaired voters. The Board agreed that we should be there with a VIBS voting unit.

### **Members Remarks**

The Director thanked the Board for their help during training.

### **Scheduling of Next Meeting**

The next meeting of the Washington County Board of Elections will be held on November 12, 2014, if needed. 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**

None.

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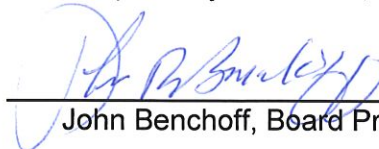
**Adjournment:**

There being no further business to come before the Board at this time Tammy Downin made a motion to adjourn at 4:03 PM; Bill Blazes seconded the motion. Unanimously approved. As pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.3(A)10.

The Bylaws, with advice of counsel, shall follow the requirements of the Open Meetings Act as specified under Title 10, Subtitle 5 of the State Government Article.

Compiled by Sharon C. Mackereth  
Election Deputy Director, I

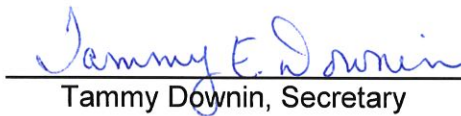
Respectfully Submitted,



John Benchoff, Board President

11-12-14

Date



Tammy Downin, Secretary

11/12/14

Date