

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION October 12, 2010

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

Present:

Board

John Benchoff, Democratic Member
Clyde Tate, Republican Member
Sharon Washington, Democratic Alternate
Carroll Earp, Republican Alternate
Roger Schlossberg, Board Attorney

Staff

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

Dennis Weaver, County Clerk of Court, was present to swear in the Board Members. Those sworn in were John Benchoff, Clyde Tate, Carroll Earp, Sharon Washington and Roger Schlossberg, Board Attorney.

John Benchoff called the meeting to order at 2:09 PM. Eileen Wiggins, Board President, was absent. There was a quorum present.

Approval of Minutes of August 10, 2010:

John Benchoff asked if the Board had any corrections or modifications to the minutes of the August 10, 2010 Board Meeting. Approved as submitted.

The Board agreed to hold the approval of Closed Session minutes from August 10, 2010 for the November monthly meeting. Motion was made to accept by Carroll Earp; and Sharon Washington seconded the motion.

Addition/Changes to the Agenda:

Kaye Robucci requested addition to "Correspondence" – E-mail to Board, minutes from Lessons Learned; and to "Reports" – a report on Election Director's Meeting – 10/12/10.

Correspondence:

A. MAEO Agenda for Lessons Learned, October 6, 2010.

E-mailed to the Board. Kaye Robucci called attention to the fact that some counties use the League of Women Voters to help with the polling place survey reports. She will get more information from Baltimore County on how this program works.

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- B. Memo from Linda Lamone, SBE, received on October 1, 2010, regarding release of voting equipment from the Gubernatorial Primary Election, held September 14, 2010.
- C. E-mail from Nikki Trella, SBE, regarding Early Voting Complaint and Kaye Robucci's response.
- D. Memo from Ross Goldstein, SBE, regarding Regulation 33.17.07.04.
- Early Voting uploading of results to SBE is to be no later than 6:00 PM on Election Day. This process cannot start until 2:00 PM. We will include this in the canvassing notices that we send out to concerned groups.
 - The Maryland GOP Headquarters wants to know when we will be doing the uploading of results. They also want a copy of our Election Workers Manual and the name and phone number of a contact person. Roger Schlossberg offered his answering service number – let them call it with any questions after hours. When we do the uploading of results from Early Voting - Roger Schlossberg, Board Attorney, needs to be here in case a situation arises.
 - All personnel involved should be aware of - Confidentially issues in regards to Early Voting results.
 - John Benchoff suggested sending a notice to our election workers to be on the look out for anything that might arise on Election Day.
- E. Memo from Board of Education regarding campaign signs.

The guideline for placement of political signs on school property has been updated. Political signs shall not be placed or displayed on school property until after 7:00 PM, the day before Election Day. The signs then have to be removed no later than 6:00 AM, on the morning immediately after Election Day. This information was sent to all candidates.

Reports:

- A. Kaye Robucci reported on the Election Directors meeting of September 10, 2010.
- B. Kaye Robucci reported on the Election Directors meeting of September 28, 2010.
- C. Kaye Robucci reported on the Election Directors meeting of October 12, 2010.
- We will be receiving more crossover cables to be used in place of Hubs.
 - Batteries in E-pollbooks are being drained completely down. SBE is suggesting that the pollworkers set up Monday night and plug power strips into the UPS units and turn on the units. Also, turn-on the E-pollbooks to the point of "Launch". This is to keep the E-Pollbooks from reverting to an incorrect date (1/1/2000).
 - Military and Overseas ballots have been sent out.
 - New release for E-pollbooks to be tested this week.

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- Registration deadline is today at 9:00 PM.

D. Early Voting -

- Kaye Robucci informed the Board that one of the main front glass windows was cracked at the Early Voting site. It is being replaced and she has been assured by the County it will be repaired by Early Voting.
- Early Voting parking is still an issue with the construction going on behind the building. Rodney Tissue, City Engineer, has been helpful in keeping the area designated as "Early Voting Only Parking".
- Carroll Earp suggested placing signs at the alleyway behind the bank building parking lot.
- John Benchoff suggested having The Herald-Mail newspaper print a map showing the correct way to get to Early Voting.

E. Primary Election -

- Kaye Robucci informed the Board of two injuries that occurred during the Primary Election. The injuries involved Election Workers, both at 17-2, Bester Elementary School, - Walter Bell dropped an AccuVote TS voting unit on his legs; James Kerns sliced his finger when using a pen knife, instead of the cutters we provide for cutting the zip tie on the cart. Kaye Robucci has reported these injuries to the Injured Workers Insurance Fund (IWIF).
- The use of a "Checklist for Election Workers" to be used at the polls should be reconsidered for all the different judges. If the Board has any suggestions - let us know.
- Additional issues or suggestions –

Roger Schlossberg, Board Attorney, took the opportunity in the wake of the Primary Canvass to review with the Board the interplay between (1) the unanimity requirements of the Code for the rejection of questionable absentee or provisional ballots, and (2) the sworn obligations of the Board Members under their Canvasser's Oaths.

Old Business –

A. Early Voting - Public Information Plan (newspaper ads).

Kaye Robucci met with newspaper representatives to discuss ways we can inform the voters about Early Voting. The Herald-Mail agreed to help and suggested a 14 day program that puts a banner ad on their website with a link to our site – Cost – \$350. If it is within budget, maybe we should purchase a complete package. Also, maybe a crawler that runs across the Weather Channel – we will contact Antietam Cable to see what they charge. Suggestion was made of a colored block ad on back page and peel-off sticker on front page of the newspaper.

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New Business –

- A. Ballot Proofing – is completed.
- B. Specimen Mailer –to be mailed week of October 18th.
- C. Early Voting Schedule –

Board Members agreed to the schedule for Early Voting visitation. The schedule is as follows –

John Benchoff – Friday, Oct. 22; Sharon Washington – Saturday, Oct. 23; Eileen Wiggins – Monday, Oct. 25; Clyde Tate – Tuesday, Oct. 26; Roger Schlossberg – Wednesday, Oct. 27; Carroll Earp – Thursday, Oct. 28. The time of day would be whatever fits their schedule.

D. Election Schedule -

- Logic and Accuracy Test of equipment is – October 15, 16, & 18 from 8:00 AM to 5:00 PM.
- Parallel and Public Testing is October 20th at 10:00 AM.
- Testing of the Optical Scan equipment is October 19th at 2:00 PM.
- Board Members checking polling place supplies on October 21st.
- Election Day – 6:00 AM, Organizational Meeting.
- Kaye Robucci will email Members with full schedule of Election Day.
- Menu for Election Day – Clyde Tate will pick-up the chicken from AC&T.
- Manual verification process is scheduled for November 3rd at 9:00 AM.
- Ballot Canvassing Schedule –
 - AB 1 – November 4th at 9:00 AM (Canvass begins at 10:00 AM)
 - Provisional – November 10th at 9:00 AM (Canvass begins at 10:00 AM)
 - AB 2 – November 12th at 9:00 AM (Canvass begins at 10:00 AM)
 - AB 3 – November 15th, only if needed – Tentative – time TBA

The extended deadline for receipt of Absentee Ballots is Friday, November 12th. If SBE receives voted Federal Ballots (ballots they mailed, as per MOVE) we must have someone collect the ballots (on Friday, November 12th). Otherwise, we must be prepared to reconvene the local board of canvassers on Monday, November 15th, to complete the canvassing and certify the election.

E. Christmas Party –

The party this year will be at the Fireside Restaurant – Tuesday, December 14th, at 6:00 PM.

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Member Remarks:

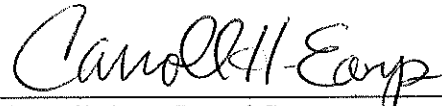
Adjournment:

Sharon Washington made a motion to cancel the next Election Board meeting (unless needed) to be held on November 9, 2010, and Carroll Earp seconded. All were in agreement.

There being no further business to come before the Board at this time, motion was made to adjourn by Carroll Earp at 4:02 PM; John Benchoff seconded the motion. All were in agreement.

Compiled by Sharon C. Mackereth
Acting Deputy Director, I

Respectfully Submitted,

	12/14/2010
John Benchoff, Board Member	Date
	12/14/2010
Carroll Earp, Board Secretary	Date