

MINUTES

**WASHINGTON COUNTY BOARD OF ELECTION**

**March 9, 2010**

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

Present:

Board

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

Staff

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

Eileen Wiggins called the meeting to order **at 2:05 PM**. There was a quorum present.

**Approval of Minutes of January 12, 2010:**

Eileen Wiggins asked if the Board had any corrections or modifications to the minutes of the January 12, 2010 Board Meeting. Approved as submitted.

**Addition/Changes to the Agenda:**

Kaye Robucci requested the following additions to the agenda:

Correspondence:

- Minutes - MAEO 1-21-2010
- MAEO Meeting Agenda for 3-04-2010

Old Business:

- Training of Election Workers at Washington County Technical High School

New Business:

- MAEO Reservations
- Budget Hearing

**CORRESPONDENCE:**

- A. MAEO Meeting Agenda for 1-21-2010 – e-mailed
- B. MAEO Meeting Agenda for 3-4-2010 – e-mailed
- C. Minutes – MAEO Meeting for 1-21-2010 – e-mailed
- D. Minutes – Legislative Committee Meeting for 2-18-2010 – e-mailed

- E. MAEO – Name the Conference Theme – e-mailed
- F. Voting System Funding Update from SBE – e-mailed
- G. Letter from State Ethics Commission regarding the filing of Disclosure Statements by the Board Members. They are due April 30, 2010.
- H. E-mail from ES&S – regarding Dept. of Justice Update –

The Justice Department is going to allow the merger of two large makers of voting equipment - Election Systems & Software and Premier Election Solutions, Inc. After months of negotiations they are near agreement on a settlement that would involve selling Premier's newest voting system software – called Assure 1.2 to a competitor.

- I. E-mail from MAEO – regarding Ways & Means Committee Hearing on the Status of Elections – e-mailed.

**Reports:**

- A. Early Voting Agreement –

Roger Schlossberg, Attorney, has been in communication with Drew Wilkinson, County Attorney. Process has been slow but is on schedule for completion in April, then sent to the State.

- B. Nuts and Bolts Campaign Forum –

Dorothy Kaetzel and Kaye Robucci attended the Nuts and Bolts Forum on 1-23-2010. Their presentation was on candidate campaigns – Legal Aspects of Campaigns. Board member, Clyde Tate, also attended. There were approximately 50 people in attendance and of those about 30 are possible candidates

- C. Directors Meeting –

Kaye Robucci reported on the February 16<sup>th</sup> Directors Meeting.

The balance of the DREs will have to have the post election maintenance completed. The State will need to purchase more batteries. Even though some look to be in good working order they still need to be replaced to be sure they do not fail during the election. The new batteries will be delivered to the warehouse.

There will be a software upgrade for the electronic pollbooks. It will include the provisions for Early Voting.

D. MAEO Task Force -

- On February 20<sup>th</sup> we were able to listen in on the MAEO Task Force meeting – and at that meeting Ross Goldstein informed the group that there would be no Optical Scan Voting System for the 2010 elections. But, still a possibility for the future.
- Service Contract was approved by the Board of Public Works and a new vendor will provide support. The regional support representatives will remain the same.
- In June 2010 there will be a Mock Election at the State office on Early Voting. The main issue is to test the evening reporting process from the Early Voting polling places.
- Re-evaluation of our Early Voting site will need to be done for space, storage, power and security requirements. The memory cards will remain in the Early Voting units until election night.
- Early Voting advertisement will need to be sent to each voter prior to the Primary and General Elections with the State providing the wording.

**Old Business:**

A. Election Judges Training

The location for training of election judges will be the County Technical High School, at 50 W. Oak Ridge Dr., Hagerstown. There will be three nice size rooms for training of judges and the voting equipment will be able to remain up from day to day. There is a cost to use the school. Training will be in the month of July, 2010 and there will be no Friday classes.

B. Alternate Site for Early Voting

The alternate site for Early Voting will be Agricultural Museum at the Ag Center on the Sharpsburg Pike. It has not been approved by the State, but we have sent them the required information for approval. Roger Schlossberg, Board Attorney, questioned if we will need a Contingency Lease Agreement for this site? Something else to consider is that there is no bus service to the Ag Center.

C. Security at Warehouse

Additional security at the warehouse is being installed with deadbolts and motion sensors. You will need three separate keys to unlock the doors and a password to disarm the alarm system. Also, the Washington County Library is moving into a large section of the warehouse while new construction is being done at the old library site downtown.

**New Business:**

A. MAEO Reservations

The 2010 MAEO will be held May 16th and 17th at the Sheraton in Towson, Maryland. Reservations for Sunday night have been made but can still be cancelled for those not able to attend. Sharon Washington will not be able to attend. Roger Schlossberg and Eileen Wiggins may not come down until Monday morning.

B. Ethics and Standards for Election Officials

Roger Schlossberg, Board Attorney, cautioned the Board on not running for an elected office while being on the Election Board. Resign your seat on the Board first. While you are in office you must avoid an appearance of impropriety. You do have the right to belong to organizations but do not use a title associated with the Election Board. Election officials may sign petitions showing only your given name. Do not let yourself become involved in a candidate's campaign. Use common sense. Do not do anything that appears as a conflict of interest.

You should not have political bumper stickers on your vehicle if you are going to use it for election business. You should not park your vehicle, with bumper stickers, in a parking spot marked for Election Board. Do not put political signs in your yard, for the sake of appearance. Do not wear political pins or badges – anything that appears of impropriety.

C. Budget Hearings

Kaye Robucci reported on the County Commissioner's Budget Hearing. A concern was noted in the reference of "pay increase" for election workers to \$200. Kaye Robucci reported to the Commissioners the chief judges hadn't had an increase since 2006. The Commissioner's did not actually vote on it at that time. Kaye will call Bill Sonnicks, Human Resources Director, to see if it will be accepted. John Benchoff noted that usually they would not vote on just one item of your budget but it could be cut.

**Member Remarks:**

No remarks at this time.

**Adjournment:**

The next meeting of the Washington County Board of Elections will be held on April 13, 2010 at 2:00 PM at the Board office.

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There being no further business to come before the Board at this time, Clyde Tate made a motion to adjourn at 3:10 PM; John Benchoff seconded the motion. Unanimously approved.

Compiled by Sharon C. Mackereth  
Election Supervisor, II

Respectfully Submitted,

Eileen Wiggins  
Eileen Wiggins, Board President

4/13/10  
Date

Carroll H. Earp  
Carroll Earp, Board Secretary

4/13/10  
Date