



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS
February 8, 2022
17718 Virginia Avenue
Hagerstown, MD 21740
240-313-2050

Present:

Board:

Martin Lumm, Board President (Virtual)
Tammy Downin, Board Vice President
Connie Mozingo, Assistant Board Secretary
Jim Schultheis, Member
Brian Kane, Board Attorney

Staff:

Kaye Robucci, Election Director II
Barry Jackson, Election Deputy Director II
Cory Green, Election Program Assistant I
Teresa Morningstar, Election Supervisor I

Absent:

Bill Blazes, Board Secretary

Guest:

Peter Perini, Washington County Democratic Central
Committee
Seth Wilson, Washington County Republican Central
Committee
Lisa Shields

Vice President Tammy Downin called the meeting to order at 3:08 at the Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD 21740. The meeting was held virtually through Google Meet. President Marty Lumm joined the meeting virtually. There was a quorum present.

Approval of Minutes of January 11, 2022:

Changes/Corrections: Pertaining to closed session on page #4, action taken should say, "Evaluation reviewed, approved and signed."

Connie Mozingo moved to accept the minutes, as amended, for January 11, 2022, Jim Schultheis seconded, and the motion was carried unanimously.

Additions/Changes to the Agenda:

None

Correspondence:

- I. Senate Joint Resolution 2: Pages 3-10 detail the redistricting boundaries for Washington County.

Reports:

- I. Election Director
 - A. Personnel – N/A
 - B. Meetings:
 1. Director's Meeting: Next Meeting, February 10, 2022
 2. Election Worker Manual Committee: N/A
 - C. Correspondence:
 1. Mail-in Ballot Applications were mailed out to active registered Republicans and Democrats on February 1, 2022
 - D. Trainings:
 1. CERA Class: Teresa Morningstar, February 11
 2. Election Worker Refresher: Tamara Derr, February 10
 - E. Legislative Update – Barry Jackson reported on the following election related bills:
 1. HB065 (Crosby-St. Mary's) – If there is a bus route within ½ mile of an Early Voting Center, "to the maximum extent practicable," embark/disembark at the Early Voting entrance. **(Withdrawn)**
 2. HB113 (Long-Balt Co.) – ID requirement to vote. Hearing on January 25th in Ways and Means Committee. Not expected to pass out of committee.
 3. HB160 (Boyce-Balt City) – Cannot hold elected office and party office at the same time (except delegate to the national convention). Ways and Means Committee vote on February 8th.
 4. HB169 (Multiple, including Buckel, McKay, and Thiam) – LBEs receive reports every 30 days from crematories, morticians, and funeral directors, in order to more accurately remove deceased voters from database. **(Withdrawn)**
 5. HB327 (Jones-Anne Arundel) – Establishing a minimum daily stipend of \$200 for election judges. Hearing on February 8th in Ways and Means Committee. MAEO supports.
 6. SB163 (Kagan-Montgomery) – Early canvass of mail-in ballots, can begin 8 days prior to Early Voting, but may not canvass during Early Voting. MAEO supports. Passed Education, Health, and

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Environmental Affairs (EHEA) Committee unanimously, currently being debated on the Senate Floor.

- F. Voter Registration Activities and Statistics:
 - 1. Registration Statistics for January 2022 were distributed to the Board.
- G. Candidate Information:
 - 1. Filing began February 23, 2021. 35 Candidates have filed.
 - 2. Deadline 9 pm on Tuesday, February 22, 2022
- H. Voting System Activities:
 - 1. Pollbook Acquisition, Vendor is Dem Tech. Goes to Board of Public Works sometime in February.
 - 2. Received additional Ballot Marking Devices and conducting acceptance testing on them.
 - 3. Additional Equipment:
 - a) A40 Printers for use with Electronic Pollbooks: 212 due by March.
- I. Projects:
 - 1. Clean up Street File in preparation for Redistricting
 - 2. Survey several polling places in consideration for combining precincts.
 - 3. Contact Election Workers: 460 have responded to work, 66% of our total need.
Tammy Downin asked how National Poll Worker Recruitment Day went. Kaye Robucci responded that social media posts were made, but due to COVID surge, no additional event activities were planned.
 - 4. Revising Election Judge Manual - Most chapters released to local board. Barry Jackson, Kaye Robucci and Teresa Morningstar are meeting February 9, 2022 to go over additional chapters.
- II. Printing of EW Manuals. Quotes due February 9, 2022
- III. Attorney: Brian Kane distributed his report to the Board and staff.
Judicial Review in the Matter of Seth E. Wilson; Circuit Court for Anne Arundel County will proceed. Brian will go into greater depth in closed session Board will file response to participate in hearing and then case will move forward. No court date for hearing, but the Circuit Court is familiar with SBE and should try and get it in sooner.

Old Business:

- I. Virginia Avenue Update (HVAC Project)
Early voting room is complete all necessary repairs to room have been completed.
Workers are removing old ducts and installing new ducts in the warehouse area.

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- Representative from Marathon came out to inspect the outside of the building for additional security cameras, no quote yet. Will be included in FY23 budget
- II. 2020 Census and Redistricting – Kaye Robucci and Barry Jackson participated in a conference call with county GIS after legislative map was released. GIS demonstrated on their screen what changed. Another call will be forthcoming later this week.
 - III. American Rescue Plan Act Premium Pay for Election Officials – County has completed distributing pay and county is focusing on infrastructure. County Commissioners did not recommend any more distributions for premium pay, according to Herald-Mail article.
 - IV. Vote on recommendation to make the Maugansville Ruritan Club the Alternate Early Voting Site
 - A. Packets were distributed to the board and guests. The packet included: Recommendation Memo, Form for Designating and Establishing a Polling Place, room layout and bus route map. Accessibility survey was not included.
 - B. Kaye Robucci went over the packet and reasons for relocating the alternate early voting site to the Maugansville Ruritan.
 - C. Tammy Downin asked if we have ever had to use the alternate early voting site and Kaye replied No.
 - D. Eric Meredith is the point of contact for the Maugansville Ruritan. Kaye will email Marty Lumm to obtain the additional contact information.
 - E. Deadline is March 28, 2022 to submit to the State Board of Elections
 - F. Compensation of \$1,000 for each election was agreed upon.
 - G. Tammy Downin opened the floor for public comment, but no one elected to speak. Tammy Downin read the suggested motion, "Upon the recommendation of the staff and the discussion that ensued, motion to designate and establish an Alternate Early Voting Center at the Maugansville Ruritan Club". Jim Schultheis moved to accept and Connie Mozingo seconded. The motion passed unanimously and Connie Mozingo, Assistant Secretary, signed the resolution.
 - V. Open House – No new information
 - VI. FY23 Draft Budget - Submitted on January 14, 2022. Kaye Robucci has been working with Deb Dickey with County Budget and Finance to move funds from Lease to Contracted Purchase and Services. Kaye will have something more final in March.
 - VII. Vote on Moving District 9-0 from Leitersburg VFC Activity Center to Leitersburg Ruritan Community Center
 - A. Packets were distributed to the board and guests. Packets included: Recommendation Memo and room layout.
 - B. Jim Schultheis asked if Site Survey was completed and Barry Jackson responded Yes.
 - C. Tammy Downin asked if there was any difference in fee. Current fee of \$125.00 for rental and there will be an additional fee for placement of the protective mat that needs to be put on the gymnasium floor. Mat takes a

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total of 4 hours to be put down and 2 hours to be taken up. Kaye Robucci will find out the additional costs.

- D. Tammy Downin asked if there was plenty of parking, and there is grass overflow lot if parking lot is filled up.
- E. Marty Lumm asked if any additional polling places have additional fees. Big Pool and Pleasant valley have additional fees for handicap ramps.
- F. Brian Kane asked about the electioneering zone and there is room in the grassy area. One entrance and one way to exit. Kaye Robucci passed around her phone showing photos of the outside of the facility, parking and potential No Electioneering Zone.
- G. Connie Mazingo reminded Kaye Robucci that the seams in the protective mat need to be tight for people with walkers.
- H. Tammy Downin opened the floor for public comment, but no one elected to speak. Tammy Downin read the suggested motion, "Upon the recommendation of the staff and the discussion that ensued, motion to designate and establish a polling place for Election District 9-0 at the Leitersburg Ruritan Community Center". Marty Lumm moved to accept and Jim Schultheis seconded the motion. The motion passed unanimously and Connie Mazingo, Assistant Secretary, signed the resolution.

VIII. Combine or Consolidate Precincts

A. Schedule

1. February 8: Discuss

- i. Barry Jackson presented the affected precincts. Handout provided to Board members and displayed on screen for public. The staff is recommending the following:
 - a. Combine precincts 03002/03003/03004/03005 into precincts 03002/03003, Girls Inc. Gymnasium.
 - b. Combine precincts 06001/06002 into precinct 06000, Boonsboro High Gymnasium.
 - c. Combine precincts 07001/07002 into precinct 07000, Smithsburg Middle Cafeteria.
 - d. Combine precincts 10001/10004 into precinct 10001, South Hagerstown High Gymnasium.
 - e. Move precinct 10002 to Rockland Woods Elementary Gymnasium.
 - f. Combine precincts 13001/13002 into 13001/13002 (under new legislative map), Maugansville Elementary Gymnasium.
 - g. Combine precincts 18003/18004 into 18003 (under new legislative map), HCC ARCC Lobby
 - h. Combine precincts 21002/21003 into 21002, North Hagerstown High Gymnasium.
 - i. Combine precincts 26002/26003 into 26002, Lincolnshire Elementary Cafeteria

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- ii. Brian Kane asked when schools were going to be closed and no definitive answer.
- iii. Marty Lumm wanted to clarify 26-4 is Hickory and is being left alone.
- iv. Jim Schultheis asked who suffers with closing some sites? Most sites are close to original polling place and there should be no major changes for voters or distance traveled.
- v. Peter Perini appreciated time spent on issue and individual meeting. Peter stated that staff did consider voters when discussion was being made. Peter's hope and desire is that the Board not wait another 10 years before consolidating polling places but act when information is known on school closings.
- vi. Jim Schultheis asked how staffing polling places would be affected. More equipment will be needed and some additional staff at the larger polling places, but overall, equipment and pollworkers will be reduced.
- vii. Seth Wilson said to take notice of the difference between consolidating and combining. Seth had a concern with municipal elections and to make sure that the facility can still function for municipal elections. Seth and the Republican Central Committee's concern is that having a huge polling place and something goes wrong that it could be a problem to relocating the voters. Seth would like a before and after map as familiarity of polling places is not as well known. Lisa Shields liked the map idea. Seth is concerned that electioneering could be more difficult in a new polling place. Jim Schultheis responded that electioneering could be improved with the consolidation of polling places.
- viii. Peter Perini personal comment, not committee. In 2020, we had the opportunity to understand election centers, and he understands the concern that it can lead to lines and frustrations for voters. Peter hopes that the state moves to some voting center model in the future, where if you pass by one, you can vote there, regardless of if it be in your precinct or not.
- ix. Changes to polling places has to be submitted to SBE by March 28, 2022.

2. March 8: Vote

- IX. Election Worker Training – No formal schedule has been developed yet, but training will start sometime in April. Kaye Robucci will work on the training schedule and calendar.
- X. 2022 and 2023 MAEO Conferences – both conferences will now be held in FY23.
 - A. 2022 conference one day hybrid may or not be in person September 29th 2022
 - B. 2023 conference May 15-19 Ocean City at the Clarion

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New Business:

- I. None

Members Remarks:

Marty Lumm: Premium Pay - Marty thanked Seth Wilson, Peter Perini, and Lisa Shields for all that was done. Special thanks to Lisa for emailing the County Commissioners and getting a response from a couple of them.

Connie Mozingo had a question regarding undeliverable Mail-In ballots and how many undeliverable were received.

Peter Perini said there is no cost to change address at MVA but to have a license issued is a fee. Change of address card will be issued.

Seth Wilson responded that this is why people do not like mail in voting.

Peter said 5 states conduct elections exclusively by mail, because they have figured it out. Peter said this not a reason not to do it but to improve upon it.

Scheduling of Next Meeting:

The next regular meeting of the Washington County Board of Elections will be held on Tuesday, March 8, 2022 at 3:00 PM. The location is Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD; as pursuant to the Bylaws of the Washington County Board of Elections, Article 3, Section 3.3(A) 8.

Distributed Information:

Future Events:

Revisit the topic of Google Meets.

Adjournment and Executive Session:

There being no other business to come before the Board at this time, Vice President Tammy Downin called for a motion to adjourn the Regular Board Meeting and move into Executive Session. At 4:42 PM, Jim Schultheis made a motion to adjourn the Regular Board Meeting and convene an Executive Session under State Government Article, § 10-508 (a) (7). "To consult with counsel to obtain legal advice." Connie Mozingo seconded the motion, and it carried unanimously. All guests left the meeting.

SUMMARY OF CLOSED SESSION HELD ON FEBRUARY 8, 2022

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 4:42 pm.

Place (location) of closed session: Election Center 17718 Virginia Avenue, Hagerstown, MD 21740.

Purpose of the closed session: Case Number C_02_CV_22_000078

2. Record of the vote of each member as to closing the session:

Names of members voting aye: Marty Lumm, Tammy Downin, Connie Mozingo, Jim Schultheis

Members opposed: None

Abstaining: None

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

Topic #1: § 3-305(b) (1) **Topic #2:** § 3-305(b) () **Topic #3:** § 3-305(b) ()
 (add others as needed)

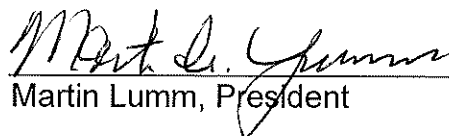
4. Listing of each topic actually discussed, persons present, and each action taken in the session:


Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#1: Case Number C_02_CV_22_000078	Marty Lumm (Virtual), Tammy Downin, Connie Mozingo, Jim Schultheis, Brian Kane, Kaye Robucci, Barry Jackson, Teresa Morningstar, Cory Green	No action taken

After the discussion was completed, all parties agreed to close Executive Session at 5:58 PM (Marty left was not present).

Compiled by Cory Green
 Election Program Assistant I

Respectfully Submitted,

 4/12/2022
 Martin Lumm, President Date

 4/12/2022
 Bill Blazes, Secretary Date