



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS September 9, 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
Roger Schlossberg, Attorney

Staff

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

John Benchoff, President, called the meeting to order at 2:15 PM; as pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.2(A)1. There was a quorum.

Approval of Minutes of August 12, 2014:

John Benchoff asked if the Board had any corrections or modifications to the minutes of August 12, 2014, Board of Elections meeting.

Carroll Earp requested a correction under Old Business –

“Question – has construction **begun** on the round-about at the Western MD Parkway”.

Carroll Earp 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 asks if anyone had any changes or additions to the agenda.

As pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.3(A)3. There were no changes or additions to the agenda.

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Correspondence

- A. MAEO Meeting Agenda, September 8, 2014 – E-mailed to Board.
- B. Memo from Nikki Charlson, SBE, regarding the Online Ballot Marking Tool – E-mailed to Board.

The Online Ballot Marking Tool will be available for the 2014 Gubernatorial General Election and future elections. Online Ballot Marking Tool will allow voters with disabilities the right to receive a ballot and vote it online. Voters will vote the correct ballot style on their computers from home and print off a paper ballot with a QR code which includes the ballot with the intended votes. The voter then mails the ballot to the Election Board. During canvassing the QR code, printed on the ballot, is scanned and a ballot will be printed on optical scan readable paper. This ballot is proofed against the original mailed in ballot. Then the ballot is inserted into the Optical Scan Ballot reader.

- C. Memo regarding Public Demonstration of Voting Equipment – E-mailed to Board.

Kaye Robucci, Director, and Sharon Mackereth, Deputy Director, will be attending the Director's meeting, September 16, 2014, at SBE. 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. The Director asked the Board Members if they wanted to attend. No one responded.

- D. Polling Place Evaluation Summary Report from Rick Urps, SBE.

Memo from Rick Urps, SBE, regarding the Polling Place Evaluation Summary report was discussed.

Reports

- A. Election Director's Meeting – August 7, 2014, review of minutes -

The Director pointed out a few items discussed during the Director's meeting, August 7, 2014 –

- New State Personnel System (SPS), will allow employees to use the cloud-based system for timekeeping and changing their benefits.
- Learning Management System – online training courses will soon be available statewide – agency specific training by PowerPoint.
- New Voting System project - look it up online - "Everyone Counts".
- New warehouse to accommodate the new voting equipment.
- Two Constitutional questions will be on the ballot.

Candidate Larry Lorshbaugh withdrew for County Commissioner. Ron Bowers was appointed by the Democratic Central Committee to replace Lorshbaugh on the ballot.

The ballots for 2014 Gubernatorial General Election have been proofed and approval has been sent to SBE.

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Old Business

A. Campaign Sign Regulations (tabled from August) -

The Washington County Board of Education (BOE) has regulations about candidate signs, on school property that are not the same as the State laws. Does the School Board's regulations supersede COMAR or SBE? If we have their consent to use the facility as a polling place - they have to allow signage as per the State guidelines. Roger Schlossberg, Board Attorney, will draft a letter to be sent to Superintendent, Clayton Wilcox.

B. Meeting with County Commissioners -

Kaye Robucci, Director, had contacted the County Commissioners Office requesting to be placed on their Agenda for September 9, 2014. Kaye completed the Agenda Report Form (ARF) indicating the topics the Board wished to discuss with the County Commissioners. The Board wishes to discuss the following:

- Permanent Early Voting Site
- Offer Administrative Leave to county employees who serve as election judges.

Upon review of the Agenda Report Form, the County Commissioners requested input from the County Attorney and requested that we delay the meeting until September 23, 2014. Due to Election Worker Training Classes on that day, the Election Board requested that the meeting be rescheduled in January, 2015.

What should we do next? The Board discussed things we should do and not do.

- We cannot accept a facility that is below public standards, such as the Warehouse.
- Invite them down on Election Day, show them how cramped we are "Look at what we have to put up with."
- Invite them to the Warehouse during election worker training – only the ones on the current ballot.
- The current Commissioner's term is up in January, 2015.
- Invite the new Board, do some one on one lobbying.
- We need to be sterner without forcing the issue.

C. Need for more election workers, update on "We the People"

Sharon Mackereth, Deputy Director, has been in contact with Ashley Wisner, teacher at Boonsboro High School regarding meeting with the group, "We the People".

D. Polling Place Update –

Kaye Robucci, Director, informed the Board of updated information on the polling places:

1. Bester Elementary School, Kaye talked with Kristie Bachtel, Principal, Bester Elementary School and discussed the following:

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- Due to Parent/Teacher Conferences, the election workers will have to park on Mill Street.
- The floor covering will need to be fastened down during the General Election so as to not pose a tripping hazard. Ms. Bachtel is to talk with Mr. Mark Mills, Board of Education.
- The road surface has been finished and there is no need for the ramp during the General Election.

E. National Voter Registration Day – 9/23/14 –

We are working with the League of Women Voters to setup at HCC this month.

F. Election Working Training –

The training is going well, at this point.

G. General Election Schedule –

1. October Board Meeting will be moved to October 7, 2014, because of Logic and Accuracy testing of the voting equipment. The Board will be sworn in at this meeting and the Board Attorney will make arrangements to be sworn in separately.
2. Schedule the write-in canvass – the same day November 12, 2014 canvass.
3. Return of Supplies – changes to form and make as a check list of the things judges need to hand over to the Board members.

New Business

A. Pick 5 Precincts – Supply verification -

The Board members picked the five precincts for verifying the supplies before Election Day. Precincts selected are – 2-0, 3-3, 4-0, 5-0, and 6-2.

B. Request to move date of November Board Meeting (Veteran's day) -

The Board agreed to move the meeting to November 12, 2014, if needed.

C. Campaign Sign Complaint & Resolution –

The issue with the signs along Downsville Pike has been settled – the signs were moved.

D. Closing of Winter Street School and Conococheague Elementary Schools – new school not open until August, 2016.

The 2016 Presidential Primary Election is in the spring April, 2016. This will cause new issues.

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E. Aspiring to Serve Facility (Old Shoe Company Building) –

We should at least visit the facility and take a look.

EXECUTIVE SESSION

Adjournment:

John Benchoff, Board President, called for a motion to close the board meeting under State Government Article, §10-508(a)(8) to consult with staff, consultants, or other individuals about pending or potential litigation and (a)(13) to comply with specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter. State law permits the closed session to consult and discuss final decisions on election workers issues. Carroll Earp made this motion at 3:42 PM; Tammy Downin seconded the motion. The motion passed unanimously.

During the closed session, the Board Members were informed of communications between election staff members and election judges pertaining to issues that arose during Primary Election Day. No actions were taken.

Re-convene the regular meeting:

At 3:45 PM, Tammy Downin made a motion to end the Executive Session and re-convene into the regular monthly meeting; Bruce Field seconded the motion. There was a unanimous approval.

Members Remarks

Scheduling of Next Meeting

The next meeting of the Washington County Board of Elections will be held on October 7, 2014. 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

SBE Election Calendar (Revised)
General Election Calendar (Revised)
Election Worker Training Schedule (Revised)

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Adjournment:

There being no further business to come before the Board at this time Carroll Earp made a motion to adjourn at 3:53 PM; Tammy Downin 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

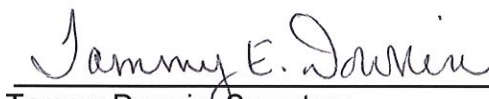
Respectfully Submitted,



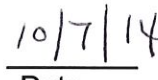
John Benchoff, Board President



Date



Tammy Downin, Secretary



Date