

PROCEEDINGS

BOARD OF ELECTION SUPERVISORS  
FOR WASHINGTON COUNTY  
DECEMBER 12, 1995

Present: Richard L. Coss, President  
Daris Phillips, Democrat Member  
Charles L. Mobley, Jr. Republican Member  
Dorothy M. Waters, Republican Alternate  
Roger Schlossberg, Democrat Alternate  
Mark Brugh, Attorney  
Dorothy M. Kaetzel, Election Director II  
Kaye E. Robucci, Election Deputy Director I

Richard called the meeting to order at 2:06 p.m.

MINUTES: Dot motioned and Daris seconded that the minutes of the meeting held on November 14, 1995 be approved as submitted.

PERSONNEL: All the paperwork for Sherrie Bonebrake has been submitted and she received her first pay check on Dec. 13, 1995.

CORRESPONDENCE: Memo to the Herald Mail regarding the deadlines for changing party affiliation and for candidate filing was distributed.

Memo from Gene Raynor to Harry Hughes regarding the filing of Democratic Convention Delegates was distributed. Washington County will be a satellite office for filings and will be open from 8:00 am - 5:00 pm on January 2, 3, 4 and 5 and open until 9:00 pm on January 9, 1996.

Minutes from the Task Force meetings held November 8 and 16 were distributed. Copies of the comments from MAEO regarding the Task Force recommendations were distributed. Letter from Barbara Feaga, Howard County, containing several suggestions to the Task Force was distributed.

Memo from Barbara Fisher regarding the MAEO Legislative Committee Meeting held November 9 was distributed.

Memo from Gene Raynor, SABEL, regarding the deadline for changing precinct lines and polling places was distributed. Dorothy corrected and returned the boundary file verification.

Memo from Gene Raynor regarding the new SABEL computers was distributed. We may only use the SABEL computer for their authorized programs.

Memo from Gene Raynor requesting recommendations on revising Article 33 was distributed. Response was sent stating that we agree Article 33 needs to be revised by a task force with a deadline of December 1997.

Copy of thank you from Helen Koss, SABEL Board President, to Nancy Crawford was distributed. Ms. Koss was thanking her for MAEO's input on NVRA.

Memo from Gene Raynor regarding the requirement to have the check in and check out times incorporated as part of Certificates 1 & 2 was distributed. Certificates 1 and 2 were updated to include this and copies were distributed.

Memo from Kurt Hornig, SABEL, regarding the pending list was distributed. The memo stated that it is no longer necessary to maintain a list of pending voters. We will still maintain our pending list.

Roger suggested having the post office include in their packets for those who move, a reminder to also change your address with the Election Board.

Memo from Rudy Manelli, SABEL, regarding the deadline to change party affiliations. The deadline includes all parties and also the declines.

Memo from Gene Raynor regarding fail safe voting was distributed. Discussed placing an advertisement in the paper in mid January encouraging those who have moved to contact the election board with their new address. Also discussed having a PSA regarding the deadline for changing your address. Will contact SABEL for wording of the advertisement and the PSA. Will contact SABEL to find out how to answer calls regarding a change of address when the books are closed. Is the staff allowed to tell a voter to return to their old polling place to vote and change their address there?

Agenda of the State Board Meeting held November 15 was distributed. Agenda for the meeting being held December 13 was also distributed.

**OLD BUSINESS:** Distributed list of all materials and supplies used at the polling places.

Jim reported on testing of the new ballot box. He found no problems with it.

New survey was done at the Leitersburg Fire Hall because of a room being built in the present polling room. There is plenty of room and will continue to be used as a polling place.

Poll worker training classes will be held on the following dates:  
Chief Judge Training - January 23 at 10:00 am, 2:00 & 7:00 pm  
in the Conference Room  
Judge Training - January 30 & February 8 at 7:00 pm at  
South Hagerstown High School  
Sondra Manning, BRC, will be doing the training.

County policy regarding room reservations was tabled until the January 1996 meeting.

Poll worker training classes between the primary and general elections will not be required by SABEL. We will evaluate the situation after the primary election to see if it is needed.

John Reynolds, BRC, has amended our original contract to include the printing of all ballots for the duration of the contact at a rate of .13 per ballot. County Purchasing Department cannot just accept this without other bids. Specifications were received from BRC in case it needs to be put out to bid.

Copy of article regarding Motor Voter was distributed. Preliminary results indicate that though many people are registering to vote through the MVA and other state agencies, they are not turning out to vote.

Invitation to the Christmas Open House at the Government House and State House was distributed.

Distributed copies of the Democratic and Republican poll workers.

Dorothy distributed copies of the poll worker letters informing them of the training dates. They were approved by the Board.

Voter registration was completed at Boonsboro High School. Only North Hagerstown High School remains.

We received the arms for our chairs.

Discussed the status of the rental of additional space for the OPTECH's to be stored and the poll worker materials to be packed. The county has not rented anything to date because they do not want to be locked into a 1 month contract for the Election Board when they could possibly have a client rent it long term. Need to have something rented by February 1, 1996. Discussion followed as to whether to have the transfer cases returned to our office or to this rented building on election night.

Next meeting January 9, 1996.

Richard informed the Board that he is a member of the Kids Voting Board. Richard made a suggestion to Kids Voting that they visit the polling places on Primary Election Day to survey them for their needs.

Roger suggested that we contact several cellular phone companies to see if they would donate phones for use at the 3 polling places which don't have phones and for the Board members to use on election day.

Jim made motion and Roger seconded to adjourn the meeting at 3:48 p.m.

Sincerely,

*Kaye E. Robucci*

Kaye E. Robucci  
Deputy Election Director I