



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

July 12, 2016

35 W. Washington Street

Hagerstown, MD 21740

240-313-2050

Present:

Board:

Bruce Field, President
Tammy Downin, Vice President
Jim Schultheis, Secretary
Martin Lumm, Member
Bill Blazes, Member
Roger Schlossberg, Board Attorney

Staff:

Kaye Robucci, Election Director II
Teresa Morningstar, Election Supervisor II

Bruce Field, President, called the meeting to order at 2:00 PM; at the Washington County Board of Elections Office; 35 W. Washington Street; Room 101; Hagerstown MD 21740.

Approval of Minutes of June 14, 2016:

Bruce Field asked if the Board had any corrections or modifications to the minutes of June 14, 2016 Board of Elections meeting. No changes were requested. Tammy Downin made the motion to accept the minutes; Jim Schultheis, seconded.

Additions/Changes to the Agenda:

Bruce Field asked if there were any additions/changes to the Agenda. Kaye Robucci, the Director added under new business D. Door Prizes, and E. Election Board Picnic.

Correspondence:

A. Email from Linda Lamone, SBE, Release of Voting Machines – The voting systems used in the Presidential Primary Election, held on April 26, 2016, are hereby released by the State of Maryland.

Reports:

A. MAEO Conference – Tammy Downin mentioned accommodations for this year's conference were much nicer than in the past years. Attorney breakout sessions were beneficial for Roger

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Schlossberg. Kaye Robucci; the Director felt the conference held beneficial breakout sessions. A new system will be put into place by the State of Maryland for auditing purposes of the equipment and checking the integrity of the voting system. SBE will be deciding on this process in August 2016.

B. Director's Report

a. Personnel Update –Washington County achieved 100,000 active & inactive voters this month which enhances the Election Director I position to an Election Director II position, and the Election Deputy Director I position to an Election Deputy Director II. Kaye Robucci, the Director, will update the job posting for an Election Deputy Director II, and have all corresponding paperwork sent to the State of Maryland by Thursday July 14th. This job will be posted for approximately 2 weeks.

b. Registration Activity for June – Washington County is currently over 100,000 active & inactive voters as of June 30, 2016.

c. Additional Equipment – Kaye Robucci, the Director has ordered 2 additional black transportation carts and 300 additional privacy folders from the State of Maryland which will be helpful in the Presidential General Election in November.

d. Election Workers- Washington County is working on active recruitment of election workers through social media via Facebook, and adding applications to our daily mailing of voter notification cards.

e. Election Worker Training Schedule – Kaye Robucci, the Director is currently working on a schedule for September training of election workers.

Old Business:

A. City of Hagerstown – Question on Ballot – The referendum wording is now complete per Roger Schlossberg, Board Attorney.

B. Warehouse – update on renovations- The county is still working on the ballot storage room at the warehouse and are currently waiting on the electricians to complete their job.

C. Polling Places – resurvey? –Kaye Robucci, the Director discussed the need of a resurvey for Potomac Towers; precinct 3-1, due to limited space of the area we are given in this facility. Kaye will contact Diane Rudisill.

D. Voter Outreach Events – Teresa Morningstar updated the board with the following scheduled outreach events.

- Washington County Ag Expo July 16-23, demonstrating equipment from 5:00 PM – 9:00 PM.
- City National Night Out August 2nd, demonstrating equipment from 5:30 PM - 8:00 PM.
- Hagerstown Housing Community Fair August 10th demonstrating equipment from 10:00 AM – 3:00 PM.
- Hagerstown Housing Authority September 7, 8 and 10th.
- Senior Activity Center October 7th demonstrating equipment from 10:00 AM – 12:00 PM.

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New Business:

A. Phoenix Color Warehouse –Kaye Robucci, the Director met with Jim Sterling on Thursday July 7th to discuss the loss of the East Admin Area of the warehouse due to Sheriff Mullendore turning it into a Day Reporting Center. Kaye emailed the board members noting her concerns for the upcoming General Election and the use of the warehouse. We must vacate the East Admin area of the warehouse by August 1st.

B. Inventory –The State of Maryland visited our office on July 11th to scan and account for all of the State's equipment used in the Washington County office and warehouse.

C. Post Election Maintenance – Kaye Robucci, the Director, mentioned she may need additional help from the board members to complete post election maintenance by August 31, 2016.

D. Door Prizes – Thank you goes to Bruce Field and Tammy Downin for the preparation for our door prizes at MAEO in June. Board members donated approximately \$21.00 each to the door prizes.

E. Election Board Picnic – Roger Schlossberg is graciously hosting our office picnic on Tuesday August 23 at 6:00 PM. Everyone is to bring a covered dish to share.

Executive Session:

Bruce Field called for a motion to recess the board meeting under State Government Article, §10-508 (a) (1) (i) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction: or (ii) Any other personal matter that affects one or more specific individuals. Tammy Downin made the motion at 2:50 PM, Jim Schultheis seconded the motion. There was a quorum present.

Members Remarks:

None

Scheduling of Next Meeting:

The next meeting of the Washington County Board of Elections will be held on August 9, 2016 at 2:00 PM. 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:

By-laws of Washington County
Polling Place Evaluation Program – Summary Report, Primary 2016

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Adjournment:

There being no other business to come before the Board at this time, Tammy Downin made the motion to adjourn at 3:10 PM; Marty Lumm, seconded.

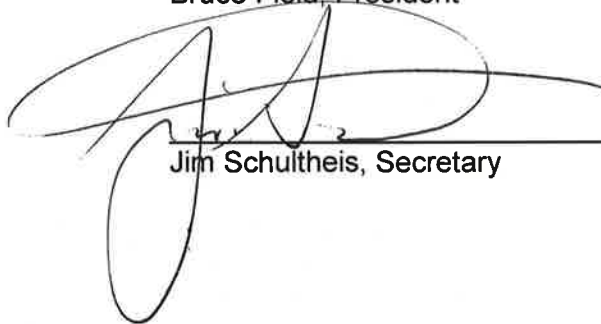
The Bylaws with advice of counsel shall follow the requirements of the Open Meetings Act as specified under Title 10, Subtitle 5 of the State Government Article.

Compiled by Teresa Morningstar
Election Supervisor II

Respectfully Submitted,



Bruce Field, President 8/9/16
Date



Jim Schultheis, Secretary 8-9-16
Date