



## MINUTES

### WASHINGTON COUNTY BOARD OF ELECTIONS March 10, 2015

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, Member

**Staff**

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

**Visitor**

John Benchoff, President, called the meeting to order at 2:00 PM; as pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.2(A)1. Roger Schlossberg, Attorney, was absent. There was a quorum present.

**Approval of Minutes of February 10, 2015:**

John Benchoff asked if the Board had any corrections or modifications to the minutes of February 10, 2015 Board of Elections meeting. Tammy Downin asked for a correction – Page 1, **Addition/Changes to the Agenda, New Business**, “D. House Bill 409, Bill being filed by Neil Parrott.” Approved with correction by Carroll Earp; seconded by Bruce Field. 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:**

As pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.3(A)3. None.

**Correspondence**

A. MAEO Agenda, March 25, 2015 – E-mailed to Board

## WASHINGTON COUNTY BOARD OF ELECTIONS

March 10, 2015

Page 2

### B. Memo regarding status of Green Party -

Green Party representatives submitted New Party Political Party Petition for the purpose of continuing as a recognized political party in Maryland. The Green Party retains its party recognition through the 2018 election.

### C. Article from "The Herald-Mail" newspaper, regarding Board Member Appointments.

The Board discussed the newspaper article and concern was expressed over the loss of some of the members. The Board continued with the discussion of the Board Attorney.

## Reports

### A. County Commissioner meeting on February 24, 2015 regarding the increase in Election Worker Pay -

The Director reported on the meeting and how the Commissioners responded to our request. They were receptive to our request with a few questions. Kaye will obtain a copy of the minutes from the Commissioners meeting.

An idea was suggested of having an open house at the warehouse. At this open house we will present the new voting system to interested citizens, answer questions and offer light refreshments. We will invite Central Committee members and election workers to a meet and greet.

Kaye and Sharon will take a critical look at our election workers with the intent of keeping those that are able to learn a new voting system.

Several items were discussed - possibly doing a video, half days, which would require more workers, and contacting clubs that are established with the local Hagerstown Community College.

### B. Acclimation Training, March 3, 2015 -

Kaye Robucci, Director, attended the Acclimation Training on the new voting equipment. The Director showed the Board members the Acclimation equipment, with more to come.

## Old Business:

### A. Luncheon with County Commissioners, March 31, 2015 from 1PM - 2PM.

1. Itinerary required – The Director will inquire as to when the Itinerary is required by the County Administrative Office.

2. Meet prior to March 31, 2015 -

The County Commissioners will be at the Warehouse at 1:00 PM. The Board of Elections needs to have a meeting to establish an itinerary for this luncheon.

3. Lunch selections -

Box lunch assortments from Bagel-Lisious, the Commissioners can select whichever lunch they wish. The cost will be covered by the Board of Elections.

**Washington County Board of Elections**

**March 10, 2015**

**Page 3**

4. Current Attendees: Greg Murray, Terry Baker, John Barr, LeRoy Myers, Jeff Cline, John Martirano, Jim Sterling, John Benchoff, Carroll Earp, Tammy Downin, Bruce Field, William Blazes, Roger Schlossberg, Kaye Robucci, Sharon Mackereth, Dean Robucci. Kaye has not heard from Rob Slocum.

Jim Sterling called with questions regarding how much space we need with climate control. A pallet jack will be required - we will not be able to handle boxes of ballots individually. Estimated space required, 8 x 8 is not large enough. Maybe County Maintenance can build something within the warehouse. There are some major issues with the roof leaking and the floor tiles popping up.

**B. FY16 Budget – updates –**

The Board discussed several issues with the FY16 Budget. The Director added an additional \$25,000 for voting equipment leasing.

**C. New Voting System Project – received acclimation Training Equipment –**

The Board members were shown the acclimation equipment. Our Director, Kaye Robucci, was invited by the State to attend an allocation meeting at the State office. This is to determine - how much equipment each county will need.

**D. Legislative Session - update**

Several bills have been submitted for the purpose of changing the date of the 2016 Primary Election – at this time none has passed. Senate Bill #204 will move the 2016 Presidential Primary Election to the fourth Tuesday, April 26, 2016, which will be during the middle of Passover. It was pointed out that holding the election on the fourth Tuesday in April would align Maryland with Pennsylvania and Delaware, creating a regional primary.

**E. MAEO Meeting – Reservations will be made soon.**

Reservations will be reserved – soon.

**F. Position Recruitment – sent Supervisor II position, and working on questions for the IT/Warehouse position.**

The tentative closing date to apply for the Supervisor II position may be March 23, 2015. The interview questions have been sent to SBE for approval and the requirements for the IT/Warehouse position are being written.

**G. Post Election Maintenance**

The Director thanked all of the Board members, who were able to help with the PEM. The office staffed appreciated their assistance.

**H. Ethics – due April 30, 2015.**

The Director reminded the Board members to complete their ethics disclosures and those that are leaving the Board will be filing two disclosures. (2014 and half year 2015)

**Washington County Board of Elections**

**March 10, 2015**

**Page 4**

**Old Business:**

**A. Combine Precincts 17-1 & 17-2**

John suggested to table this discussion for the June Board meeting so that the new Board members could take a look at this. Bruce Field was concerned about time issues but it was determined that this was not an issue. Approved by Tammy Downin; seconded by Bruce Field. Unanimously approved. The board did however look at a chart that the Director provided and briefly discussed some options.

**B. FY16 Budget – EW pay increase was cut.**

The Director stated that Washington County is in line with other counties our size, but said that the smaller counties pay more.

**C. New Voting System Project –**

In person directors meeting on Thursday, April 16, 2015. Dean stated that there will be a mock election in October using the new equipment. Each county will be participating in this.

**D. Legislative Session – covered under correspondence**

**E. MAEO Meeting – June 9-12, 2015 –**

The reservations have been made. Some travel options were discussed but no decisions were made.

**F: Position Recruitment – Supervisor II Position closed 4-13-15.**

The interview questions and panel have been approved. Kaye will be sending in the request for the IT position soon.

**New Business:**

**A. City of Hagerstown – Police & Fire Union request for Charter Change or Referendum.**

The question is to either change the charter or have a referendum vote. Kaye spoke to Donna Spickler, Clerk for the City of Hagerstown, and Donna said that, if there was a referendum question it would be on the 2016 General Ballot.

**B. Conococheague and Winter Street Schools, relocate polling places to:**

Availability at the Emmanuel Baptist Church was discussed. One of our Chief Judge's attends this church. The Director will be talking to her about using the church. John Benchoff brought up the issue about how the churches may not be available to use. The next step will be to talk to the church before we can move forward with a decision.

C. Combine other precincts:

Discussion about combining other precincts was discussed. The Board will discuss this topic again at the May Board Meeting.

**Members Remarks:**

None

**Scheduling of Next Meeting:**

The next meeting of the Washington County Board of Elections will be held on May 19, 2015. 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.

**Adjournment:**

There being no other business to come before the Board at this time John Benchoff, Board President, called for a motion to adjourn the Board Meeting under State Government Article, §10-508(a)(13).

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 Tammi Derr  
Election Data Application Specialist II

Respectfully Submitted,

  
\_\_\_\_\_  
John Benchoff, Board President                      5/19/15                      Date

  
\_\_\_\_\_  
Tammy Downin, Secretary                      5/19/15                      Date