



## MINUTES

### WASHINGTON COUNTY BOARD OF ELECTIONS August 12, 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, Member

**Staff**

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

**Visitor**

Peter J. Perini, Chairman, Democratic Central Committee

John Benchoff, President, called the meeting to order at 2:02 PM. Roger Schlossberg, Board Attorney, was absent. 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 July 7, 2014:**

John Benchoff asked if the Board had any corrections or modifications to the minutes of July 7, 2014, Board of Elections meeting:

Carroll Earp requested a correction -

**Page 2, Old Business, Early Voting, sentence 3**

"The facility had plenty of space and the actual set up was great – **except** for the tiles in the floor."

Carroll Earp made a motion to approve the minutes with correction; Tammy Downin seconded. 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 asked if there were any additions or changes to the agenda. As pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.3(A)3.

Kaye Robucci, Director, requested the following additions to the agenda –

**Correspondence:** Feedback article – Herald Mail newspaper

**Old Business:** Election Worker Training

**New Business:** National Voter Registration Day, September 23, 2014

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### Correspondence

- A. Article regarding "Blind Voter Sues SBE" – E-mailed to Board.

National Federation of the Blind initiated a lawsuit against the State Board of Elections for not allowing voters to vote with the use of the on-line ballot marking system. The on-line ballot marking device has not been certified by the State.

- B. RFP for New Voting System – E-mailed link to Board.

Kaye Robucci, Director, received a copy of the Request for Proposal (RFP) to receive quotes from vendors for a new voting system. RFP closes on September 2, 2014 and the selection will be in December, 2014. Dominion Election Equip., ES&S, and Hart Systems were present at the Pre-Proposal Conference.

- C. Agenda of MAEO Board Meeting, August 21, 2014 – E-mailed to Board.

- D. Article regarding "Court Case: Voting via the Internet" – E-mailed to Board.

The Board discussed the internet article regarding voting via the internet. People with disabilities insisting that voting electronic ballots from their homes ought to be a right guaranteed by the Americans with Disabilities Act.

- E. 2015 MAEO Conference Theme – E-mailed to Board.

MAEO is requesting suggestions for the conference theme and submission deadline is August 20, 2014. Put your thinking caps on.

- F. Memo from Linda Lamone, SBE Administrator, Release of Voting Machines.

The voting units from the June 24, 2014 Primary Election have been released. We are now able to get rid of all blank paper ballots such as - Provisional and Contingency, they will be shredded.

- G. "Feedback" article, Herald Mail newspaper –

The Director called attention to an article in the Feedback section of the local newspaper. The article was placed by one of our election workers.

The election worker was distressed by a "waste of taxpayers' money" on extra election workers, working at the polls during the 2014 Gubernatorial Primary Election.

### Reports

- A. Meeting with Shafiq Satterfield, Regional Manager.

Kaye Robucci, Director, reported on her meeting with Shafiq Satterfield, SBE Regional Manager, on Wednesday, August 6, 2014.

- Kennedy Staffing Agency will be used for the general election.
- Equipment allocation will be determined by a different process, which will include –
  - estimated turnout for early voting and absentee voting;
  - historical turnout per each precinct;
  - the length of ballot; and
  - any other factor deemed to impact turnout and the length of time to vote.

Paul Aumayr will sign off on the number of units per county.

- Number of L&A teams. No post election maintenance during L&A, which should take approx. four days.
- Ballot proofing will be August 27 or 28.
- No provisional ballots were rejected because they were not signed.
- Many "Dead card" error messages – not sure the reason for the large amount. New cards are available.

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- B. Election Director's Meeting – August 7, 2014.  
The Director requested this to be tabled. The Board agreed.

### Old Business:

- A. Need for more election workers -

We have gotten a few names from the State election worker link and a few worked during the primary. Some of the judges who did not work the primary because of vacation conflicts, will be back for the general.

- B. Polling Place Update -

The Director contacted Mark Mills, Board of Education, regarding the gymnasium floor covering at Bester Elementary School. The covering needs to be fastened down to make it safe for voters walking across the new gym floor. The old school is torn down and there is a new entrance off of South Potomac Street. Voters should be able to find the entrance to the polling area.

Question – has construction begun on the round-about at the Western MD Parkway? No - nothing has been done to the intersection. Pending approval from the State Board, Election District 10-1 will be moved back to E. Russell Hicks Middle School. Voters will be notified.

- C. Campaign Sign Regulations -

Tammy Downin, Board Secretary, researched the Election Law book, for regulations on political signs being displayed at established polling places.

Article 33, Section §10-101(a)(3)(iii), indicates "that public or privately owned buildings used as polling places shall allow on the premises - political signs and electioneering". The law actually states the hours of 7PM the day before – through 8AM the day after the election. The BOE has their own regulations – are they allowed? Answer – No – law is law. Table this for next meeting.

Does everyone have to follow the same laws? This is a question for our counsel.

- D. City of Hagerstown – update

The City of Hagerstown Firefighters Association is suing the City of Hagerstown over the City ignoring the presented petition.

- E. Meeting with County Commissioners -

The Director informed the Board that we are on the agenda for September 9, 2014, to appear before the County Commissioners, no time was given, yet.

There are several items we want to discuss with the Commissioners –

- Giving County employees Administrative Leave to work at polling places on Election Day.
- A permanent Early Voting site, such as the Phoenix Color Building.
- A new voting system coming that will require climate controlled environment.
- We have been surveying other possible places and the selection is slim. Should the Director go to Hager Hall, Dual Highway, and request that we be put on the list and rent a conference size room for the entire Early Voting period?

The State could step in and make this happen if it is a major issue for the Board. We could be without an Early Voting polling place. If we were to lose the current space we have, we would need to consider the new voting system required space. Additional consideration is - warehouse space, election workers training, and Early Voting polling place.

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### F. Election Worker Training –

The refresher training sessions will be two hours long. We should try to get it done in September because October will be busy. The Director asked if the Board had any ideas on changing the way we do things during training. Should we try doing a mock election with District 2, Williamsport, and District 18-1, Bethel United Methodist Church? We would like to try mock election training, but currently time will not allow us to do something like that.

The Director informed the Board that she received an e-mail from an election worker at 10-1, regarding the policy on leaving the polling place and if reading, knitting, etc is permitted. The Board recommended that if a worker desires to leave the polling place during a slow period to:

- Ask Chief Judge for permission,
- Be within hailing distance.

Reading and knitting must be done on break and not at their "station".

### **New Business:**

#### A. Polling Place Evaluation Form - Revised

This form has been revised. Rick Urps, SBE, moved a few things around and re-worded most of the questions on the form to help make it easier to complete.

#### B. Polling Place Evaluation Summary Report

The Director provided a copy of the Polling Place Evaluation Summary Report.

#### C. National Voter Registration Day, September 23, 2014 -

The Director informed the Board that she received a call from Donna Smith, League of Women Voters, inquiring about voter registration promotion at area facilities such as – Hagerstown Community College (HCC), MD University Center, and Kaplan College. The Student Union Center at HCC would be a great place to setup a voter registration table. This would entice students to register and possibly get young election workers. There are several craft shows coming up such as the Smithsburg Stream and Craft Show. The League is offering to help.

### **EXECUTIVE SESSION**

#### **Adjournment:**

The Board moved to close the regularly scheduled monthly meeting and convene into an Executive Session at 3:02 PM. Carroll Earp so moved; Tammy Downin seconded the motion. Unanimously approved.

#### **Re-convene the regular meeting:**

At 3:42 PM, Tammy Downin made a motion to end the Executive Session and re-convene into the regular monthly meeting; Bruce Field seconded the motion. This was unanimously approved.

#### **Members Remarks**

Tammy Downin requested a list of items that the Chief Judges are required to hand over when they drop off the supplies election night.

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**Scheduling of Next Meeting**

The next meeting of the Washington County Board of Elections will be held on September 9, 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**

**Adjournment:**

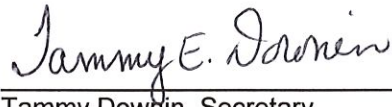
There being no further business to come before the Board at this time, Tammy Downin made a motion to adjourn at 3:42 PM; Bill Blazes seconded the motion. Unanimously approved. As pursuant to the Bylaws of Washington County Board of Elections, Article 3, Section 3.3(A)10.

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,

 9/9/14  
\_\_\_\_\_  
John Benchoff, Board President Date

 9/9/14  
\_\_\_\_\_  
Tammy Downin, Secretary Date