MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS
August 8, 2017
35 W. Washington Street
Hagerstown, MD 21740
240-313-2050

Present:

Board:
Bruce Field, President
Tammy Downin, Vice President
Martin Lumm, Member
William Blazes, Member
Roger Schlossberg, Board Attorney

Staff:
Kaye Robucci, Election Director II
Barry Jackson, Election Deputy Director II

Guests:
Jerry DeWolfe, Chairman, Republican Central Committee
Peter Perini, Chairman, Democratic Central Committee
Mary Ann Keyser

Bruce Field, President, called the meeting to order at 2:00PM at the Washington County Board of Elections Office, 35 W. Washington Street, Room 101, Hagerstown MD 21740. Jim Schultheis was absent. Roger Schlossberg arrived at 2:15PM. There was a quorum present.

Approval of Minutes of July 11, 2017:

Bruce Field suggested the following changes:

Page 1, under "Additions/Changes to the Agenda:," Table A. By-Laws of Washington County (add Board of Elections)

Page 2, under "Correspondence:," A., b., add "al" to addition

Page 3, under "Old Business:," A. By-Laws of Washington County (add Board of Elections)

The board tabled approval of the July 11, 2017 minutes until the changes are made and reviewed by the board.

Additions/Changes to the Agenda:

Under Correspondence, add:

B. Email from Stuart Harvey, Director of Frederick County Board of Elections

Correspondence:

A. June 29, 2017 Election Director Meeting Minutes
   a. Open Meeting Act requires at least one board member to be certified. The law went into effect July 1, 2017, and a public body cannot meet in closed session unless the certification is completed by October 1, 2017
   b. PEPs were completed and submitted to SBE.
   c. ES&S Web Results – will no longer be supported by ES&S. ES&S is working on a replacement tool.
   d. ES&S will be conducting Refresher Training on the voting equipment. Washington County is scheduled for October 26, 2017.
   e. Bucket of Ballots – Kaye Robucci explained the concept that due to a large number of ballot styles in 2018, SBE is permitting the use of one pool of ballots for both regular and provisional voters. This will help with ballot accounting and ballot control.
   f. DHS Critical Infrastructure – SBE will keep us informed of any information from the Department of Homeland Security.

B. Email from Stuart Harvey regarding same day registration

Reports:

A. Election Director
1. Personnel - Nothing to report
2. Meetings & Trainings
   i. Personnel Committee: met July 14, working on salary scale
   ii. MAEO, July 19, 2017 – Kaye Robucci reviewed the minutes with the board. The highlights are:
      - Safe at Home – Kaye Robucci will research and send additional information to the board.
      - MAEO is looking into hiring a Certified Government Meeting Planner. There was a suggestion made to have a one day MAEO meeting during election years and a two day MAEO meeting during off years.
      - 2018 MAEO Conference will be held in March. Dates: March 13-16, 2018 or March 20-23, 2018. Location – probably Ocean City.
   iii. EW Committee: met July 26, finished forms & working on review of Chapters
   iv. Director's Meeting: July 27, 2017 - Kaye Robucci will review the minutes with the board when they are available.
   v. Modernizing Absentee Ballot Opening Procedures: Barry – nothing to report

3. Correspondence Received: N/A

4. Registration Statistics for August 2017 were distributed to the Board
5. Voting System Activities:
   I. Refresher Training on voting equipment, October 26, 2017 at warehouse

6. Candidate Filings:
   I. Doug Mullendore, Sheriff

7. Precinct & Polling Issues:
   I. 26's like to discuss in August, vote in September? Need to notify voters, resolution, etc. Do we have enough equipment if add 26-4?
   II. 25-1 move to another location due to parking issues. The Martin Luther King, Jr. Center will be considered.

8. *Projects*
   - Location for EW Training

A. Attorney – Nothing to report

Old Business:

A. By-Laws of Washington County – tabled until future meeting
B. Open Meeting Information & Training – Thanks to those members who took the training. Please forward training certificates to Kaye Robucci.
C. Letter to Municipalities – The board reviewed the proposed letter informing the municipalities that the voting equipment is available for them to lease for their elections and the process to go on the county ballot.
D. 2018 Early Voting Site, Hager Hall – Marty Lumm moved to accept Hager Hall as the primary early voting site in 2018, Tammy Downin seconded, and the motion was unanimously carried.
E. Fall Picnic – tentatively scheduled for Tuesday, September 19th at Roger Schlossberg's home.
F. Biennial, Monday, October 23, 2017, Doubletree Hotel, Annapolis – reservations made

New Business:

A. District 26, Sub-divide into 3 or 4 precincts? Roger Schlossberg suggested we contact Tim Lung at Planning to see if there is any new development planned in District 26. Staff is recommending the 4 precinct solution, because it effects the least amount of voters, and it allows for growth in the future. Barry Jackson will research and bring findings to September board meeting.
B. Location for Election Worker Training – Fairplay Volunteer Fire Company is a possibility, but we need to reserve soon as space is filling up.
C. 2018 MAEO Conference – March 2018. Tentative dates: March 13-16 or March 20-24, 2018.

Executive Session:

Bruce Field called for a motion to recess the board meeting under State Government Article, § 10-508 (a) to discuss: (3) To consider the acquisition of real property for a public purpose and matters directly related thereto, and (7) To consult with counsel to obtain legal advice on a legal matter. Marty Lumm made this motion at 3:01PM; Bill Blazes seconded the motion, and it was unanimously passed. There was a quorum present.

During the closed session, the board reviewed the July 25, 2017 Washington County Board of Commissioners meeting and discussed steps to move forward. The board also discussed the invitation of the Washington County Tea Party to speak at a dinner they are hosting on October 3, 2017.

At 3:34PM, Tammy Downin moved to close the executive session and reconvene the board meeting. Marty Lumm seconded the motion, and it was carried unanimously.

Members Remarks:

None

Scheduling of Next Meeting:

The next meeting of the Washington County Board of Elections will be held on September 12, 2017 at 2:00PM. 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:

A. July Registration Statistics

Adjournment:

There being no other business to come before the Board at this time, Marty Lumm made the motion to adjourn at 3:39PM, Tammy Downin seconded, and the motion passed unanimously.

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 Barry Jackson
Election Deputy Director II

Respectfully Submitted,

9/12/17

Bruce Field, President Date

9/12/17

Jim Schultheis, Secretary Date