

MINUTES
WASHINGTON COUNTY BOARD OF ELECTION
March 11, 2003
35 W. Washington Street
Hagerstown, MD 21740
240-313-2050

Present:

Board

Marianne Schneider, Democratic Member
Charles Mobley, Republican Member
Eileen Wiggins, Democratic Alternate
Dorothy Waters, Republican Alternate
Roger Schlossberg, Attorney

Staff

Dorothy M. Kaetzel, Election Director I
Kaye E. Robucci, Election Deputy Director I

Marianne Schneider called the meeting to order at 2:00 PM. Richard Coss, Board President, was absent. In Richard Coss's absence, Marianne Schneider assumed the chair. There was a quorum present.

Approval of Minutes of February 11, 2003: Marianne Schneider asked if the board had any corrections or modifications to the minutes of the February 11, 2003, board meeting. Dorothy Waters moved for approval of the minutes as presented, and Eileen Wiggins seconded the motion. The motion carried unanimously.

Approval of Minutes of November 5, 2002: Tabled until Richard Coss returns.

Addition/Changes to the Agenda: Marianne Schneider called for any additions or changes to the agenda. Dorothy Kaetzel requested that Vision/Mission Statement be discussed under New Business and Marianne Schneider requested that the Board discuss guidelines for the board attorney under New Business:

Marianne Schneider read the thank you from Hilda Stoner for flowers we sent during her recovery.

A donation will be sent to Hospice in memory of Richard's mother, Virginia Coss.

Correspondence

A. Legislative Committee Meeting Minutes – February 5, 2003

The Board discussed the following:

- The Legislative Committee supports SB213, which entitles a state employee who serves as an election judge to use 8 hours administrative leave and receive election judge compensation
- The Legislative Committee supports SB313, which requires a political party to notify SBE at least 6 months prior to the primary if the party primary will be an open primary

B. Legislative Committee Meeting Minutes – February 12, 2003

The Legislative Committee supports SB432, which alters the Election Law to comply with the HAVA Requirements

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C. MAEO Legislative Committee

The Legislative Committee sent letters to the Education, Health & Environmental Affairs Committee in support of Senate Bills 432, 213 & 313.

D. MAEO Minutes – January 22, 2003

Minutes of the MAEO meeting were discussed. A Committee has been appointed to review the current statewide voter registration system and HAVA requirements. A survey was received from Stuart Harvey, Committee Member, asking if we would prefer to stay with PowerProfile or convert to a different system. Dorothy Kaetzel informed him that we would prefer to stay with PowerProfile.

E. MAEO Entertainment Committee

The Entertainment Committee is requesting baby pictures of attendees and for each county to bring an item for the silent auction. Anyone interested in playing golf must contact Sandi Logan by April 13.

F. MAEO Convention

The MAEO Convention will be held June 8 – 10, 2003 at Rocky Gap Lodge & Golf Resort. Marianne Schneider & Roger Schlossberg will only need rooms for June 8 & 9, 2003. The room reservations and conference reservations will be made this month.

G. Primary Election Date

Legislation is being drafted to move the Presidential Primary from March 2 to February 10, 2004. The Election Director and staff are not in favor of this change due to time constraints. Letters will be sent to our senators in opposition to it. Hearing date is March 18, 2003.

H. Election Center

Newsletter from Election Center regarding passage of the appropriations bill on February 13, 2003.

I. SBE Board Minutes – January 22, 2003

Funding for the new voting systems for the remaining 20 counties has been delayed for a year to see if federal funds will be available. Contract with ES&S will not be renewed unless informed by SBE. There will be a briefing on the new voting system in Frederick on March 25. Dorothy Kaetzel and Sharon Mackereth will be attending.

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J. Open Meeting Act

Open Meeting Act Manual was received from Judith Arnold. It is also available on line at www.oag.state.md.us

K. NASED Winter Meeting Minutes – February 21 – 23, 2003

There are still many questions regarding HAVA and the federal regulations.

L. Public Information Requests

The Board discussed public information requests. Roger Schlossberg recommended that if we receive requests for public information over the phone, inform the individual that they may come to the office and inspect the record. SBE receives many such requests and requires that the request be on a written application with a signed statement under oath that the information will not be used for commercial purposes. Roger Schlossberg will research and write a letter to Tim Augustine, Judy Arnold and Jan Hejl.

Reports

A. Court Case – City of Hagerstown

Roger Schlossberg reported that he had prepared and filed the Answer to Complaint for Declaratory Judgment with the Circuit Court on March 3, 2003.

B. Directors Meeting – February 13, 2003

Dorothy Kaetzel reported on the following items:

- The State HAVA Plan goes to the Governor for review
- Question was raised if pay raises are available to those counties that reimburse the state for their payroll. The FY 2003 Budget Bill prohibits any increments for local election board employees who are State employees and receive State paychecks (even through the locals may reimburse the State for the salary costs)
- Allegany County had not submitted their recount bill to Casper Taylor. Awaiting bill from Diebold.
- Green bag appointments were released February 14, 2003. Charles Mobley, Dorothy Waters and John Barr were appointed to the Board
- Next director's meeting will be in April

C. Budget Hearing – February 13, 2003

Charles Mobley reported on the budget hearing held February 13. Dorothy Kaetzel, Marianne Schneider and Eileen Wiggins attended. The Board of County Commissioners asked for additional information on the following:

- Additional pay for Board members at election time
- Cost to rent Agricultural Center
- Board Attorney

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Marianne Schneider recessed the Board at 3:05 PM.

Marianne Schneider called the meeting back to order at 3:20 PM.

Old Business

A. City of Hagerstown election - tabled until May Board meeting

Roger Schlossberg left the meeting at 3:20 PM.

B. Recount Funds

Ralph Tyler, Attorney for Casper Taylor, will reevaluate the bill from Washington County. Memo from Judith Arnold on March 5, indicated that Ralph Tyler had received the bill from Allegany County and was submitting both bills to the Taylor Organization with the recommendation that they be paid.

C. Administrative Cost of City Election

Administrative cost of conducting the City of Hagerstown elections will be reevaluated.

New Business

A. District 12 Ruritan Building

Received a complaint from a voter in District 12. Said that parking was a problem during the general election in November. Offered the use of St. James Brethren Church on Lappans Road. The church is accessible and has ample parking. Contact is Pastor Brian Moore at 301-582-3333. The Board decided to defer to the new board.

B. Maryland State Ethic Forms

Financial Disclosure Statements were distributed to each board member. Forms are due April 30, 2003.

C. Vision/Mission Statements

The Board will review the Vision and Mission Statements, 2003 Goals, Objectives, Strategy and Action Plan

D. Guidelines Board Attorney

The Board will devise guidelines for the Board Attorney

Scheduling of the Next Meeting

The next meeting of the Washington County Board of Elections will be April 8, 2003, at 2:00 PM at the Board office.

Adjournment

There being no further business to come before the Board at this meeting, a motion was made by Charles Mobley to adjourn at 3:45 PM; Dorothy Waters seconded the motion. Unanimously Approved.

Respectfully Submitted,

Richard L. Coss 4-8-03
Richard L. Coss, Board President Date

Kaye E. Robucci 3-12-03
Kaye Robucci, Election Deputy Dir., I Date