

MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

November 8, 2011

35 W. Washington Street
Hagerstown, MD 21740
240-313-2050

Present:

Board

John Benchoff, Board President
Carroll Earp, Vice President
Eileen Wiggins, Member
Tammy Downin, Secretary
Bruce Field, Member
Roger Schlossberg, Board Attorney

Staff

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

John Benchoff called the meeting to order at 2:05 PM. There was a quorum present. The Board welcomed Bruce Field as our new Board Member.

Approval of Minutes of October 11, 2011:

John Benchoff asked if the Board had any corrections or modifications to the minutes of the October 11, 2011 Board Meeting. Eileen Wiggins and Carroll Earp requested the following correction (correction shown in **bold**).

Minutes from October 11, 2011 Monthly Meeting –
Page 3, #C, first paragraph, second sentence –
The ARC of Washington County on Florida Ave. is a **possibility**.

Carroll Earp made the motion to accept minutes as corrected, Tammy Downin seconded. Unanimously approved.

Addition/Changes to the Agenda:

Kaye Robucci request the following change to the agenda –
Correspondence: Article from the Herald-Mail regarding a challenge to the Congressional Re-districting Map.

Correspondence:

A. Redistricting Bill – E-mailed to Board

- B. Article from the Herald-Mail regarding a challenge to the Congressional Re-districting Map.

The Board discussed the article regarding a legal challenge made by a Smithsburg resident, Howard Gorrell, against the Congressional Re-districting Map proposed by the Governor.

Reports –

- A. Meeting with County Administrator –

Kaye Robucci reported on her meeting with Greg Murray, County Administrator. The following are the 3 questions they discussed:

1. What is the best and most effective way to communicate with the County Commissioners? If there is an item of great importance to the Election Board, Mr. Murray recommended setting up a meeting with the County Commissioners and inviting them to our office to discuss it.
2. Can Board Members also work as part-time employees and be paid? Kaye asked if she is allowed to “hire” the Board Members to assist with Election Worker Training Classes. Several of the Board Members assisted in 2010 and did a great job. Kaye would prefer to use Board Members rather than hire trainers who know nothing about the voting system. Kaye feels they should be compensated for their time and effort since this task is not required of Board Members. Mr. Murray will discuss this topic with the County Attorney. Roger Schlossberg, Board Attorney, commented that the Board cannot hire themselves. Roger will also discuss this with the County Attorney.
3. Would the county offer Administrative Leave to county staff who work Election Day? Mr. Murray requested information on what other counties did. Kaye informed Mr. Murray that 14 counties offer Administrative Leave in some form for those who work Election Day. Mr. Murray will talk to the County Attorney. Currently the State of Maryland offers Administrative Leave for those who work Election Day.

Old Business –

- A. County Ethics Ordinance –

The County Ethics procedures discussed in last months’ meeting is for candidates and elected County officials. (Not for the Election Board members.) The County has changed their law regarding candidates that file for office due to SB315.

This office had a meeting Monday morning with Anthony Trotta, Board of Education Attorney, in regards to revising their Ethics form used for School Board candidates. They will be using Form 1.

B. Early Voting Agreement –

Roger Schlossberg reported that the County has taken a very practical approach to this Agreement and has made changes to it that is acceptable to the Election Board. A section of the Agreement was rewritten to take the Election Board off as liable for any unforeseen issues. Kaye will forward the Early Voting Agreement to the Red Cross.

C. Early Voting and Security –

Kaye Robucci contacted Peter Lazich, Sheriff's Department, regarding security at our Early Voting site – Red Cross Building. Kaye informed him of the amount of hours we would need the deputies. He was very helpful with providing information about hourly rate and possible overtime charges. There are funds in our budget for FY2012. The rate will definitely be more than the current rate by this time next year and will be budgeted for FY2013.

D. Early Voting and County Commuter -

Kaye Robucci has received information from Kevin Cerrone, County Commuter Director, regarding extending the route that goes out Eastern Blvd. and passes by Conrad Court intersection, which is where the Red Cross Building is located. Mr. Cerrone replied that they get many request for "swing ins" as they call them but this causes delays in the service across the board. They can't accommodate such requests. The commuter will get them to the intersection of Eastern Blvd. and Conrad Court but voters would have to walk a short distance to the facility. This could be a major problem for some voters. What they do offer is ADA Complementary Paratransit service which is for elderly and persons with disabilities only, but requires pre-registration.

E. Alternate Early Voting Site -

The problem with public transportation would be even greater at the ARC as our alternate Early Voting site. John Benchoff reported that when he was at the ARC for the book sale last month, he could not see any change in the way of new construction. He saw nothing being done to improve the restroom conditions. Kaye requested a second look at Elgin Station Community Center on Elgin Boulevard as an alternate site and completed an application request. Carroll Earp questioned whether we would be required to pay a rental fee if we do not use the facility. Kaye does not know if a fee would be required. We could find out that information during a second visit.

F. City of Hagerstown Annexed Voters -

Roger Schlossberg reported that this needs to be looked at in more detail. Karl Aro, Executive Director of Legislative Services, suggested making new precincts. This would be a major problem at this time. Roger suggested to the Board that this be tabled for the next meeting.

G. Supervisor II position – Update -

Kaye Robucci reported on the process of hiring a new person for the Supervisor position. Fourteen people qualified for the position and we interviewed 10. We have selected one and have notified the State office of our choice, but have not heard back from Jackie Bryley, Personnel Director, at SBE. Currently, we are waiting to hear from SBE as to whether the applicant accepted the job offer.

H. Letter to the Editor -

In regards to our newest member on the Board – Kaye gave an explanation regarding this issue. The question before us is if we should send this gentleman a letter. Roger Schlossberg cautioned the Board about responding to “Letters to the Editor”. It is best to just leave it alone – not send him a letter in response.

The gentleman’s letter refers to - last September and the 2010 Census. We did not have the 2010 Census data at that time. If we send him a letter it might stop him from complaining. Roger commented that if he sends another one, then OK send him a letter. John Benchoff agreed that maybe we should just wait. Bruce Field and Carroll Earp agreed that if we did something wrong then “Yes” send a letter, but there was no error on our part. The Board revisited this issue and due to consideration from the Board Attorney, the Board agreed not to respond to this letter.

I. Dress Code for Election Workers -

The issue of a Dress Code was re-visited at this time. The question is “Should there be a dress code for Elections Workers when working on Election Day?” After some discussion the Board agreed that we should discuss this during the Election Worker Training classes but not put this through as policy. It was discussed as to whether we could give as a handout but not put it in the Election Worker manual. We could put the handout in the Chief Judges’ Forms Folder used on Election Day.

New Business

A. Phone for 10-2 (moved polling location from Gym to Lobby) –

John Benchoff explained to the Board that after a survey completed at South Hagerstown High School, it was agreed that the polling room should be moved from the Gym area to the Lobby area, right inside the main entrance. Carroll Earp stated that on the drawing he completed during the survey the phone jacks were marked to show their location.

John does not see any problem with the use of phones in the Lobby area. He will double check and come back with a solution.

B. Christmas Party -

The Fireside Restaurant was selected for this year's Christmas Party. Eileen Wiggins and Roger Schlossberg have birthdays in the first week of December. We could combine the Christmas Party with dual Birthday Parties. We shall try for December 8, 2011 at 6:00pm.

Members Remarks

Tammy Downin questioned as to what kind of commitment by the Board Members is needed for assistance during the elections? The office will provide dates and times that the members should be here. The members should plan on being here all day Election Day, on canvass days and during parallel testing. Kaye will get this info to the members. On Early Voting days, members take turns visiting the site and doing the audit sheets of the polling place. The Early Voting location will be operating on Saturday and Sunday for visits, also.

Kaye asked the Board Attorney about how things will work with five actual voting members during the absentee process? Roger's response was "As long as there is a quorum." He will look at the statutes.

At this time the Election Board welcomed our newest member -- Bruce Field. The Election Board has known Mr. Field since 2006 as a Chief Judge Election Worker. In 2010 Bruce worked as an Early Voting Chief Judge and assisted with the AB canvass. We are proud to have a citizen of his stature on our Board.

Scheduling of Next Meeting

The next meeting of the Washington County Board of Elections will be held December 13, 2011 at 2:00 PM at the Board of Elections office.

Distributed Information

Calendar 2012

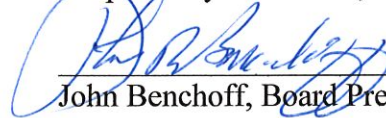
Page 6
Washington County Board of Elections
November 8, 2011

Adjournment:

There being no further business to come before the Board at this time, Tammy Downin made a motion to adjourn at 3:14 PM; Carroll Earp seconded the motion. Unanimously approved.

Compiled by Sharon C. Mackereth
Deputy Director, I

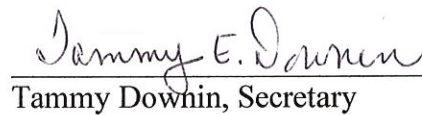
Respectfully Submitted,



John Benchoff, Board President

12/13/11

Date



Tammy Downin, Secretary

12/13/11

Date