

MINUTES

**WASHINGTON COUNTY BOARD OF ELECTION
December 13, 2005**

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

Present: Board
Charles Mobley, Jr., President
John Barr, Republican Member
John Benchoff, Democratic Alternate
Gregory Bannon, Attorney

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

Charles Mobley called the meeting to order at 2:10 PM. Eileen Wiggins, Democratic Member, and Clyde Tate, Republican Alternate, were absent. There was a quorum present.

Approval of Minutes of November 8, 2005

Charles Mobley asked if the Board had any corrections or modifications to the minutes of the November 8, 2005 Board Meeting. Approved as submitted.

Addition/Changes to the Agenda:

Charles Mobley requested that the letter from George Beall be discussed under Correspondence and Registration Projections under Reports.

Correspondence:

A. Budget Update & Invoice for Voting System

Memo from Jessica Jordan, SBE, regarding updated budget information for the voting system and voter registration system.

John Barr entered the meeting at 2:15 PM .

B. COMAR

Memo from Joe Torre, SBE, regarding the proposed changes to COMAR 33.05.03. All written comments must be received by December 14, 2005.

Memo and proposed regulations from Joe Torre, SBE, regarding the proposed changes to COMAR 33.01.01, 33.05.04 and 33.07.06

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C. County Bulletin - #48

D. MAEO Agenda

Next meeting is December 15, 2005

E. Governor's Commission

Letter from George Beall, Chairman, Governor's Commission on Administration of Elections. The goal of the commission is to evaluate voting procedures in federal, state and local elections that represent best practices in the areas of early voting, absentee voting, provisional voting, voter identification and voter verification systems. Charles Mobley and Dorothy Kaetzel will compose a letter to be sent to Mr. Beall.

Reports:

A. New Employee

Dorothy Kaetzel informed the Board that three individuals interviewed for the Clerk III position. Dorothy Kaetzel will move forward with making a decision for the position and notifying SBE.

B. Christmas Party

The Board thanked John Barr for hosting the Christmas Party. Everyone had a great time.

C. Training – New Voter Registration System

All employees have received training on Electus. We went live today. We will do dual entry and have PowerProfile until March 2006.

D. Registration Progress Report

Charles Mobley distributed registration reports through November 16, 2005. Total registration is 83,365.

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Old Business:

A. Polling Place Changes - the Board discussed the following:

- District 10-1: Funkstown Elementary School
 - Charles Mobley spoke to Larry Iseminger regarding the possibility of moving to the Funkstown Fire Hall. Mr. Iseminger reminded him of the problems in the past with setting up, that bingo is held every Thursday and the cost to rent the area would be \$200.00.
 - He asked that the Board send a formal request to the fire hall.
 - Other possibilities: Lutheran Church

Gregory Bannon will research if fire halls are permitted to deny a request for a public use of the facilities such as voting.

- District 26-1: Hickory Elementary School
 - The Board discussed using the Halfway Fire Hall. Bingo is held during the week and the area used for training is too small for voting.
 - Other possibilities: Mason Club
- District 9-0: Leitersburg Fire Hall
 - Charles Mobley informed the Board that we are permitted to use the Leitersburg Grange. A survey needs to be completed.
- District 15: Big Pool
 - No decisions made
- District 3-2: ABC Building
 - The building is for sale
- Christ Lutheran Church
 - We may have to move

B. Municipalities Using Voting System

Nathan Robinson, Regional Manager for Diebold, is suggesting that we have a municipality use the voting equipment in their town election in 2006. This would give the staff experience in setting up an election and testing the new features. Charles Mobley suggested asking the Town of Funkstown if they would be interested in participating in a pilot program with the voting equipment. The Board was in agreement.

C. Election Workers

Many workers will be needed in 2006

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New Business:

A. Budget

Dorothy Kaetzel informed the Board that FY06/07 Budget is due January 13, 2006

B. PR for Voting System Updates

The Board discussed the use of the County Educational Channel for promoting the new features of the voting units. They also discussed doing public demonstrations in 2006. We will ask if SBE is providing updated voting brochures.

C. Name Badges

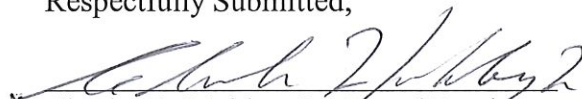
Charles Mobley showed his ideas for new name badges.

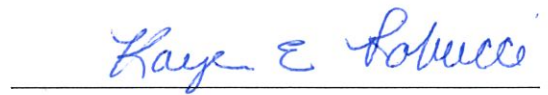
The next meeting of the Washington County Board of Elections will be held January 10, 2006 at 2:00 PM at the Board Office.

Adjournment:

There being no further business to come before the Board at this time. John Benchoff made a motion to adjourn at 3:31 PM; John Barr seconded the motion. Unanimously approved.

Respectfully Submitted,


Charles L. Mobley, Jr., Board President 1/10/06
Date


Kaye E. Robucci 1-10-06
Date

Kaye E. Robucci, Election Deputy Dir, I Date