



**ORGANIZATIONAL SESSION
MINUTES**

**WASHINGTON COUNTY BOARD OF ELECTIONS
May 14, 2024
17718 Virginia Avenue
Hagerstown, MD 21740
240-313-2050**

Present:

Board:

Tammy Downin, President
Kandace Carpenter, Vice President
Donna Brightman, Secretary
Nancy Armstrong, Assistant Secretary
Claudia Martin, Member
Brian Kane, Board Attorney

Staff:

Barry Jackson, Election Director II
Teresa Morningstar, Election Deputy Director II
Sarah Hall, Election Program Specialist I
Carl Dayley, Election Program IT Specialist
Curtis Surratt

Absent:

None.

Guest:

Robin Spickler

President Tammy Downin called the meeting to order at 1:07pm at the Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD 21740.

Declaration of Quorum Present:

President Tammy Downin declared that a quorum was present.

Verifying Scanning Units from Early Voting:

Barry Jackson stated the purpose of today's organizational meeting to verify all Early Voting scanning units had been shut down, sealed, and secured properly after Early Voting and to print reports from each scanning unit.

Barry Jackson requested that the Board Members work in bipartisan teams to verify and remove security seals, confirm main and emergency compartments were empty, open scanning units, verify public and protected counts, print reports, and close and reseal scanning units.

WASHINGTON COUNTY BOARD OF ELECTIONS

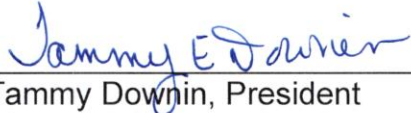
May 14, 2024

Page 2

Kandace Carpenter and Tammy Downin were Team #1. Nancy Armstrong and Claudia Martin were Team #2. Donna Brightman and Brian Kane were Team #3. After all scanning units had finished printing reports and were resealed the organizational meeting adjourned at 2:50pm.

Compiled by Sarah Hall
Election Program Specialist I

Respectfully Submitted,



Tammy Downin, President 6/11/24
Date



Donna Brightman, Secretary 6/11/24
Date