



Washington County Board of Elections

REGULAR SESSION MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

September 8, 2026
17718 Virginia Avenue
Hagerstown, MD 21740
240-313-2050

Present:

Board:

Tammy Downin, President
Kandace Carpenter, Vice President
Donna Brightman, Board Secretary
Nancy Armstrong, Assistant Secretary
Peter E. Perini, Sr., Member
Brian Kane, Board Attorney

Staff:

Barry Jackson, Election Deputy Director II

Absent:

None

Guest:

Cathy Poropatic
One Guest Online

President Tammy Downin called the meeting to order at 3:00pm 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.

Approval of Draft Agenda:

Donna Brightman moved to approve the Draft Agenda as presented. Nancy Armstrong seconded, and the agenda was unanimously accepted at 3:02pm.

Swearing In of Board of Canvassers

Kevin Tucker, the Clerk of the Circuit Court, swore in each board member and Brian Kane as board counsel for the 2026 General Election.

Recess and Opening of Executive Session:

President Tammy Downin called for a motion to recess the Regular Board Meeting and open an Executive Session. Peter E. Perini, Sr. made the motion at 3:07pm to go into Executive Session. Kandace Carpenter seconded, and the motion carried unanimously.

SUMMARY OF CLOSED SESSION HELD ON September 8, 2026

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 3:07pm

Place (location) of closed session: Election Center 17718 Virginia Avenue, Hagerstown, MD 21740.

Purpose of the closed session: (1) to discuss (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction.

2. Record of the vote of each member as to closing the session:

Names of members voting aye: Tammy Downin, Kandace Carpenter, Donna Brightman, Nancy Armstrong, and Peter E. Perini, Sr.

Members opposed: None

Abstaining: None

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

Topic #1: § 3-305(b) (1) **Topic #2:** § 3-305(b) () **Topic #3:** § 3-305(b) ()

4. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#1: Election Director Barry Jackson's evaluation by State Administrator Jared Demarinis	Tammy Downin, Kandace Carpenter, Donna Brightman, Nancy Armstrong, Peter E. Perini, Sr., Brian Kane, Jared Demarinis	None

After the discussion was completed, Nancy Armstrong made a motion to adjourn Executive Session and reconvene the regular session at 3:39pm. Peter E. Perini, Sr. seconded, and all parties voted aye.

Reconvene Regular Session:

Tammy Downin announced that the regular session was reconvened at 3:41pm.

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Approval of Draft Meeting Minutes:

Donna Brightman made a motion to approve the August 11, 2026 Regular Session Minutes as submitted. Kandace Carpenter seconded, and the motion passed unanimously at 3:42pm.

Recess and Convene Board of Canvassers:

Nancy Armstrong moved to recess the Regular Session and convene the Board of Canvassers session. Kandace Carpenter seconded, and the motion passed unanimously at 3:42pm.

Barry Jackson presented the July 6, 2026 Canvass Minutes for approval. Kandace Carpenter moved to accept the July 6, 2026 Canvass Minutes, Donna Brightman seconded, and discussion of the motion was had.

Kandace Carpenter noted some clerical mistakes in the minutes. The Board vote was no ayes, three nays (Tammy Downin, Kandace Carpenter, Donna Brightman), and two abstentions (Nancy Armstrong, Peter E. Perini, Sr.). The Board requested that Mr. Jackson edit the minutes and bring them back at the October regular session for review and approval.

Reconvene Regular Session:

Nancy Armstrong moved to reconvene the regular session. Peter E. Perini, Sr. seconded, and the motion carried unanimously at 3:49pm.

Correspondence:

None

Reports:

- I. Election Director - Barry Jackson delivered his report to the Board, which can be viewed in the Board Packet, as well as the video recording of the meeting, both of which are available at https://washingtoncountymdvotes.gov/?page_id=321.
- II. Board Counsel
 - A. Brian Kane distributed a packet of information regarding a Maryland Public Information Act (MPIA) complaint filed against the Washington County Board of Elections and briefed the Board on the status of the complaint. The packet was added to the publicly available Board Packet which can be viewed at https://washingtoncountymdvotes.gov/?page_id=321.
 - B. Brian Kane requested that all Mail In Ballots be time stamped on the day they are received by the staff.

Unfinished Business:

None

New Business:

- I. Request by Washington County Free Library to Require Voters at Early Voting to Validate Parking – After discussion, the Board reached consensus to continue to require the Library to leave the parking lot gates in the up position for the entirety of Early Voting.

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Members Remarks:

Nancy Armstrong asked if precinct level results were posted on the website.

Peter Perini wanted to remind everyone that September 17, 2026 is Constitution Day, and he will be celebrating Article I, Section 4, Clause 1.

Tammy Downin asked if any board members were able to attend the virtual MAEO board member committee meeting.

Guest Remarks:

Cathy Poropatic asked if voters putting a stamp on a Mail In Ballot return envelope is a problem. Donna Brightman responded that it is not necessary, because the envelope is already postage paid, and all Mail In Ballots are treated as first class mail.

Cathy Poropatic alerted the Board that when she worked as an election judge at Greenbrier Elementary School in the Primary Election, they were told that the door to the building needed to remain closed and locked.

Scheduling of Next Meeting:

The next regular meeting of the Washington County Board of Elections will be held on Tuesday, October 6, 2026 at 3:00pm The location is Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD; as pursuant to the Bylaws of the Washington County Board of Elections, Article 3, Section 3.3(A) 8.

Distributed Information:

Board Packet

Future Events:

The Board reviewed upcoming events in October that they are required to attend, such as canvasses and supply verification.

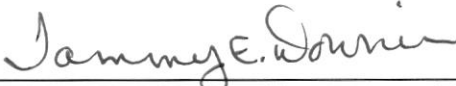
Barry Jackson updated the Board on plans for a holiday party.

Adjournment:

Tammy Downin called for a motion to adjourn the Regular Session. Donna Brightman made the motion and Kandace Carpenter seconded. The motion passed and the Regular Session concluded at 5:42pm.

Compiled by Barry Jackson
Election Director II

Respectfully Submitted,

 10/6/26

Tammy Downin, President Date

 10/6/26

Donna Brightman, Secretary Date