

Albemarle County Electoral Board

Minutes: October 17, 2018

Location: Albemarle County Office Building, Fifth Street Extended

Attendance: Jim Heilman, Bill Love, Peter Wurzer, Jake Washburne, Clarice Schermerhorn

Guests for Executive Session: Tim Aylor, Albemarle County Police Captain; Robert Tracci, Commonwealth's Attorney; Clara Belle Wheeler, State Board of Elections

The meeting began at 3:25 pm.

Executive Session. Bill moved the following: RESOLVED, that the Board enter into executive session for the purpose of (i) assessing possible security risks relating to our election process and procedures, including discussion of any necessary actions to mitigate those risks, as provided by Section 2.2-3711.A.35 and 24.2-625.1.B of the Code of Virginia, and (ii) discussion and consideration of the appointment, performance and assignment of one or more current and prospective Albemarle County election officers for the election cycle that began on March 1, 2018, as provided by Section 2.2-3711.A.1 of the Code of Virginia. The motion passed unanimously. The Board went in to Executive Session at 3:26 pm.

The Board came out of Executive Session at 4:44 pm. Bill moved the following: RESOLVED, that to the best knowledge of each member of this Board (i) only public business matters lawfully exempted from the open meeting requirements of Chapter 37 (Virginia Freedom of Information Act) of Title 2.2 of the Code of Virginia and (ii) only such public business matters as were identified in the motion by which today's executive session was convened were heard, discussed or considered in the executive session. The motion passed unanimously.

Bill moved the appointment of 10 new Officers of Election for the election cycle that began on March 1, 2018. The motion passed unanimously. Their names are attached to these minutes. Jim moved appointment of the following Assistant Chief Officers of Election for the November 6, 2018 election:

- Dan Stern – Woodbrook Precinct
- Tim Beeghly – Branchlands
- Kara Cameron – Jack Jouett
- Michael Merriam – University
- Buck Walsh – Georgetown
- Monty Montero – Hollymead
- Rebecca Marshall – Baker-Butler
- Karen Warnecke – Keswick

The motion passed unanimously.

The minutes for September 6, 2018 were approved unanimously.

Request from Ivy Precinct Chief Officer. Lan Smith has requested that authorized party representatives be required to sign a form that they agree to the requirements of being a party representative. The Board took no action on the request.

Neutral Observer Request. The Board considered the request of a person who is a member of the media to serve as a neutral observer upon the closing of the polls and for the counting at the Brownsville polling place. Citing Virginia Code Section 24.2-655, Bill moved that he be allowed if there are fewer

than four party representatives requesting to observe the count, and if he agrees to abide by the laws concerning the period of the count. The motion passed unanimously.

Absentee Balloting and Ballot Order. Jake reported that absentee balloting is moving at a clip faster than our last presidential election. He then brought up the question as to whether we should order more ballots. Peter moved that we purchase an additional 5,000 ballots just to be on the safe side. The motion passed unanimously.

Issue with Absentee Envelopes. Jake reported that, due to a clerical error, about 225 "regular" voters who applied for absentee ballots were sent envelopes for completed ballots that were meant for overseas and uniformed voters and are in certain ways different from the envelopes for regular absentee voters. He and staff have been using various means to rectify the situation. The Board discussed the matter.

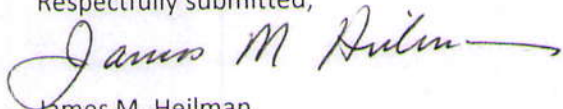
Assistance on Election Day from the Sheriff's Office. Jake reported to the Board that, after many years of providing at least one Sheriff's Deputy to stand by all day in the Registrar's Office to provide emergency transport when needed, their office has advised him that they do not have staff available to provide this service this year. The Board directed Jake to call the Sheriff's Office and appeal this decision.

Public Relations. Jim suggested that we all do what we can to get time on local media to (1) explain to voters the new precincts, and (2) suggest the best time to vote to avoid lines – using the talking points on this that Peter developed.

Hotwash. Peter discussed potential December dates for conducting our post-election debriefing with Chiefs and Assistant Chief Election Officers.

The meeting was adjourned at 5:37 pm.

Respectfully submitted,



James M. Heilman,
Secretary, Albemarle County Electoral Board

Election Officials: Appointed October 17, 2018

Home Precinct	LastName	First Name	Suf	Term	Term Expiry	Party	Either
101	BURTNETTE	FORREST		1-yr	02/28/2019	Republican	No
105	MORRISON	CHRISTINE		1-yr	02/28/2019	Democratic	No
201	THIES	GREGORY		1-yr	02/28/2019	Republican	No
	THIES	TAMARA		1-yr	02/28/2019	Republican	No
301	HOCHSTETLER	KELLY		1-yr	02/28/2019	Democratic	No
304	TEPPER	JOAN		1-yr	02/28/2019	Democratic	Yes
402	SUDOL	CHARLOTTE		1-yr	02/28/2019	Democratic	No
406	KIRK	SUSAN		1-yr	02/28/2019	Democratic	No
407	RODGERS	ANDREW		1-yr	02/28/2019	Ind	Yes
501	BIRKETT	CATHARINE		1-yr	02/28/2019	Republican	No
606	MARBURY	PATRICIA		1-yr	02/28/2019	Democratic	No