

Albemarle County Electoral Board

Virtual Meeting

February 2, 2022

Location: Albemarle County Office Building, 5th Street

Attendance: Jim Heilman, Michael Rodemeyer, Nancy Muir, Jake Washburne, Erin Davis, Lauren Eddy, Jeania Oliver, and Anne Schermerhorn

The meeting began at 9:31 am.

Nancy made the following statement: This meeting is being held pursuant to and in compliance with the Continuity of Government Ordinance adopted by the Albemarle County Board of Supervisors. *(All were electronically present.)*

The agenda was unanimously adopted.

The minutes for January 12, 2022 were unanimously approved.

Redistricting. Jake summarized the current status of our redistricting of Albemarle County. There will be a presentation to the Board of Supervisors (BoS) this afternoon where (1) they will be asked to adopt an accelerated redistricting schedule and (2) they will be presented with three redistricting map options. Public comment on the maps and process will be taken from today through March 4.

Election Officer Management Software. Jake announced that he has sent the Easy Vote software package to the County's software review committee. Hopefully we will be able to purchase this and start using it this spring.

Chiefs' Manual Revisions. Erin and Michael met with a focus group of some of our Chief Officers and got good feedback on how to improve the manual. They will be developing a new Table of Contents and Index.

Electronic Pollbook (EPB) Upgrade. Jake said that he will be going before the BoS this afternoon asking for a budget appropriation to purchase the required upgrade. He hopes to have the upgrade done in time for a potential June primary.

Ballot-on-demand Printers. Jake says that he has a budget appropriation request for this before the BoS this afternoon. These printers will ultimately allow election night reporting of both Early-in-person and mail ballot results by precinct. Nancy asked him to please check with the Winchester Registrar as to what they are using to accomplish this. Jim asked that, if we buy these printers from DemTech (which provides our EPB software), how will they interface with PrintElect (which prints our ballots). Jake has called DemTech and is awaiting a response on this issue.

PrintElect Credit for Mis-labeled ballots. Jake said that PrintElect has agreed to provide us with a "store" credit of approximately \$1,800 to apply to our next ballot order.

Virginia Electoral Board Association (VEBA) Annual Meeting. Since VEBA has changed the way that localities pay for lodging and meals at this meeting, there was a discussion of who pays for what.

Executive Session. Nancy moved the following: RESOLVED, that the Board enter into executive session for the purpose of discussion and consideration of the appointment, assignment and performance of one or more current and prospective Albemarle County election officers for the election cycle that begins on March 1, 2022, as provided by Section 2.2-3711.A.1 of the Code of Virginia. The motion passed unanimously. The Board went into Executive Session at 10:04 am.

The Board came out of Executive Session at 10:49 am. (Only staff and Board members participated in the Executive Session.) Michael 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.

Jim moved the appointment of 35 election officers of Albemarle County for a period of one year beginning March 1, 2022. He also moved the appointment of 452 election officers of Albemarle County for a period of three years beginning March 1, 2022. The motions passed unanimously. Their names will be attached to these minutes.

The meeting was adjourned at 10:52 am.

Respectfully submitted,

James M. Heilman
Secretary, Albemarle County Electoral Board