

Albemarle County Electoral Board

In-person and Virtual Meeting

March 31, 2022

Location: Albemarle County Office Building, 5th Street

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

Guests: Patricia Cochran, Kerin Yates – League of Women Voters; Laurie Jones – Albemarle Democratic Party; Clara Belle Wheeler – Albemarle Republican Party

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. (Board and select staff were physically present. *All others were electronically present.*)

Nancy introduced attendees.

The agenda was unanimously adopted.

The minutes for March 1, 2022 were unanimously approved.

Redistricting. Jake announced that the Board of Supervisors (BoS) approved Redistricting Map “Option 2” and passed an ordinance for it. Jake and Anne have entered into VERIS the street segments that are in the sliver of Albemarle that was put in the 7th Congressional District. The Va. Department of Elections (ELECT) have given the go-ahead to enter the street segments that changed for the House of Delegates and State Senate Districts.

Election Officer Management Software (EasyVote). Jake announced that the cost for this software until the end of June will be \$3,000. He has sent a request for this funding to the Office of Management and Budget (OMB). He has also terminated the contract with Tenex for the Election Force software package that has been used for the past year. Discussion ensued.

Chiefs’ Manual Revisions. Michael reported that he has completed the first draft of this. He will work with Erin on finalizing it – hopefully before the June 21 primary.

Electronic Pollbook (EPB) Upgrade. Jake said that Demtech is not sure that they can provide the upgrade in time for the June primary. He also discussed the need for EPB’s to be programmed to handle the “sliver” of Albemarle in the 7th Congressional District. He will work out the details.

Ballot-on-demand Printers. Jake announced that the budget has been approved for purchasing these, but that we will not need them until the November General Election. In addition to using them in early voting, he is also thinking about using them in November in the Scottsville and Free Union precincts (which will be split precincts). Discussion ensued.

June 21 Primary. Jake noted that under the redistricting plan adopted by the BoS, we will not have to add a new precinct. Jim explained that there is a problem with using CATEC as the normal polling place for Dunlora precinct. They are planning to have a major renovation, and there will be no electricity there on Primary Day. He is working with the CATEC Director to try to remedy this problem. Jake announced

that Brownsville, Crozet, and Hollymead precincts will have to vote in a different space in their respective schools, but that this should create no major problems.

Election Officer Training for June Primary. There was a discussion of how and who to train. Jim proposed two trainings for Chiefs and Assistants, and an invitation to all officers for one training session (if they would like to attend). The motion passed unanimously. Nancy moved a proposed training for Chiefs and Officers on June 1 and 2, a training on June 9 for all who wish to attend, and a make-up training date of June 11. The motion passed unanimously.

Question on Redistricting. Sue asked why the BoS had adopted Map “Option 2” instead of “Option 1.” Jake explained their reasoning on this. He also pointed out that the precinct/magisterial district changes in Option 2 will affect approximately 2,400 voters.

Nancy noted that Anne has tendered her resignation as Assistant Election Manager. A hearty “thank you” to Anne was said by all.

Executive Session. Michael 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 employees, and 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 10:44 am.

The Board came out of Executive Session at 12:26 pm. (Only Board members and select staff (for part of the session) participated in the Executive Session.) Nancy 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 14 new election officers of Albemarle County for a period of one year beginning March 1, 2022. The motion passed unanimously. Their names will be attached to these minutes.

The meeting was adjourned at 12:27 pm.

Respectfully submitted,

James M. Heilman
Secretary, Albemarle County Electoral Board