

Albemarle County Electoral Board

In-person and Virtual Meeting

August 30, 2022

Location: Albemarle County Office Building, 5th Street

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

Guests: Kerin Yates and Sue Lewis – League of Women Voters; Laurie Jones – Albemarle Democratic Party; Clara Belle Wheeler – Albemarle Republican Party; Sylvia Flood

The meeting began at 9:32 am.

Nancy Muir 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. *(Kerin and Sue were virtually present. All others were physically present.)*

The agenda was unanimously adopted.

The minutes for the July 27 meeting were unanimously approved.

Electronic Pollbook (EPB) Update. Lauren said that we have only received one of the five Ballot-on-Demand printers ordered from DemTech. DemTech recommended that we order precinct-specific ballots for Early-in-Person (EIP) and mail voting – suggesting that the printers may not come on time. Discussion ensued. Michael said that we will have a walk-thru on the EPB upgrades and noted that the new system will be wireless.

Logic and Accuracy Testing (LAT). We scheduled LAT for our EIP, Mail, and Provisional machines for September 9, pending confirmation from PrintElect that they can come on that day.

Ballot-on-Demand Printers. Per Lauren's recommendation, we decided not to send these machines to our two split precincts – Scottsville and Free Union – as was previously proposed.

Ballot Order for November 8. The Department of Elections (ELECT) approved our ballot proofs yesterday. Jim will look over the order for the number of ballots for each precinct. Sylvia opined that it will be difficult to predict turnout for this election.

Training Videos. Michael discussed his plan for updating the training videos for election officers, particularly in light of the new equipment they will be using. He wants to do one for EIP voting soon. Discussion ensued.

Same-day Registration. We will be participating in an ELECT webinar on this subject tomorrow. *[Editor's note: We found out that ELECT was only allowing staff with VERIS access to participate.]* Laurie noted that Charlottesville plans to train and have a same-day registration specialist at each of their precincts on November 8.

Chiefs' Manual. Michael said that this is largely completed, except for two pieces. He doesn't think that we should try to finish a digital version of it for this year.

New Voter Cards. Lauren noted that we finally got all the data from ELECT/VERIS that needs to be on the cards. The data has gone to the printer, Mailing Services of Virginia, and the cards will hopefully be going out by the end of this week to all County voters.

Provisional Ballots. Jim, noting that we often have limited information on why a voter voted provisionally, suggested that we create a small form to attach to provisional ballot envelopes where the Chief and/or voter can provide more information than can be written on the provisional envelope.

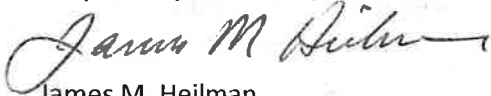
Executive Session. Nancy moved the following: RESOLVED, that the Board enter into executive session for the purpose of discussion and consideration of the appointment, assignment and performance of one or more current and prospective Albemarle County election officers for the election cycle that begins 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 10:55 am.

The Board came out of Executive Session at 11:15 am. (Board members and select staff 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 28 new Officers of Election for the term of one year beginning March 1, 2022. The motion passed unanimously. Their names will be attached to these minutes.

The meeting was adjourned at 11:17 am.

Respectfully submitted,



James M. Heilman
Secretary, Albemarle County Electoral Board