

Albemarle County Electoral Board

In-person and Virtual Meeting

March 15, 2023

Location: Albemarle County Office Building, 5th Street

Attendance: Jim Heilman, Clara Belle Wheeler, Sylvia Flood, Erin Davis, Lauren Eddy, Jonathan Gil, Steve Labus, and Jeania Pace

Guests: Kerin Yates and Sue Lewis – League of Women Voters; Laurie Jones – Albemarle Democratic Party; Doug Earle; Norman Moore; Kurt Burkhardt, Charles House

The meeting began at 9:45 am.

Sylvia Flood 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. Guests will have a maximum of three minutes to speak, either at the beginning or end of the meeting. The Board may waive the three minute rule. *(All were physically present, except for Kerin, Sue, and Steve who were virtually present.)*

The agenda was amended and then unanimously adopted.

The minutes for the February 1, 2023 meeting were unanimously approved.

Electoral Board Appointments. Lauren noted that the Circuit Court Judge needs to amend Sylvia's appointment letter to reflect the correct expiration of her term.

Registration and Elections Office Expansion. Lauren told us that the Facilities and Environmental Services Department plans to begin construction to expand our office on June 26th. Room C has been reserved to be used as a temporary office for 6 weeks until construction is complete.

Letter requesting Attorney General opinion. The letter to Attorney General Miyares requesting an interpretation/clarification of Code of Virginia 24.2-124.1 has been received. Lauren received a call concerning this from someone in the Attorney General's Office but the call was confidential. We should be receiving a response to our request soon. In the meantime, the Senior Statesmen of Virginia has requested that an Electoral Board member speak at their meeting.

June 20 Primary. It is clear now that the Democratic Party will have a primary and the Republican Party will not. Lauren said that our Ballot-on-Demand printers will be used for Early in Person voting. We still have not received our new wands for scanning drivers' licenses. The order for number of ballots per precinct has not been developed yet. It was the sense of the Board that enough ballots to handle 60% of our active voters should be ordered. Clara Belle noted that we Board members should receive training on all equipment that will be used. Discussion ensued. Sylvia asked Erin to put together a work group to discuss better ways to handle Same Day Registration. A motion to that effect was made and passed unanimously. There followed discussion on how best to do election officer training for the Primary. Jim made a motion that the staff put together a training plan and schedule for the Primary. The motion passed unanimously.

Abstract for November 8, 2022 election. ELECT has discovered that we had a minor error on our Abstract and we Board members will need to sign a new one with corrected numbers.

Cast Vote Records. Charles House requested that money for the software that would allow us to produce cast vote records be included in the budget.

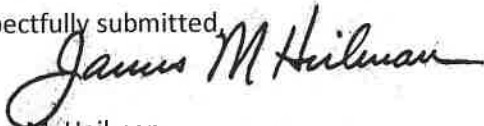
Executive Session. Sylvia moved the following: RESOLVED, that the Board enter into executive session for the purpose of discussion and consideration of the appointment, assignment and performance of one or more current and prospective Albemarle County election officers for the election cycle that begins on March 1, 2023, 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 11:15 am.

The Board came out of Executive Session at 12:33 pm. (Board members and staff participated in the Executive Session.) Sylvia 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 118 citizens as Officers of Election for a period of three years beginning March 1, 2023. He also moved the appointment of 64 citizens as Officers of Election for a period of one year beginning March 1, 2023. Both motions passed unanimously. Their names will be attached to these minutes.

The meeting was adjourned at 12:35 pm.

Respectfully submitted,



James M. Heilman
Secretary, Albemarle County Electoral Board