

Albemarle County Electoral Board

In-person and Virtual Meeting

October 5, 2023

Location: Albemarle County Office Building, 5th Street

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

Guests: Laurie Jones, Doug Earle, Kerin Yates, Karen Juul-Nielsen, Laurie Murphy

The meeting began at 9:00 am.

Sylvia Flood made the following statement: 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 and Steve who were virtually present.)*

The agenda was unanimously adopted.

The minutes for the September 14th meeting were unanimously approved.

November 7 Preparation.

- Chiefs' Training was discussed. It was decided that handouts of the Powerpoint presentations should be available for all participants.
- Election Official training was discussed, particularly whether to have breakout sessions. Sylvia said no, and that was agreed to by staff and Board. It was decided that the Board will have a work session on October 6 to look at and edit the Powerpoint presentation for this training.
- Updating the Chiefs' manual was discussed. Sylvia has been working on this but is having problems with being able to do any updating from her home computer. Lauren said she may be able to hire someone to work on this. Jim has noted some needed changes and will provide them to staff.
- Write-in Acceptable Names. Working from a proposed list Jim developed, the Board discussed and settled on a list of spellings for write-in candidate Michelle de Stefano that we would accept as votes for the candidate. Clara Belle moved acceptance of the list. The motion passed. The list will be communicated to Ms. De Stefano.

Evaluations. Erin said that staff would like to send EO's an electronic evaluation form so that they can evaluate their Chiefs. The Board said to go for it!

Early Voting Update. Lauren said that 1,432 voters had voted early in person as of this morning. Staff has sent out between 6,000 and 7,000 mail ballots. Sylvia complimented that staff on their hard work in preparing the mailings.

2024 Presidential Primary. The issue of reserving rooms for training programs was discussed. We will plan on only providing training to Chiefs, Assistant Chiefs, and new officials.

List Maintenance. Lauren passed out her monthly list maintenance figures. She also briefly discussed the "felon problem" whereby ELECT has inadvertently deleted some former felons who should still be on the books.

Pre-election Meeting with Law Enforcement. Lauren said that we can meet with law enforcement officers on October 12 to discuss election security.

Risk Limiting Audit Batch Comparison. Laurie Murphy asked if we would consider doing this after the election and suggested that we should. Discussion ensued.

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 10:53 am.

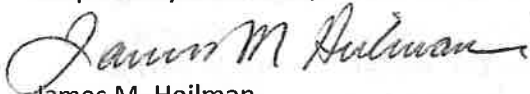
The Board came out of Executive Session at 11:20 am. (Board members and staff participated in the Executive Session.) Sylvia moved the following: RESOLVED, that to the best knowledge of each member of this Board (i) only public business matters lawfully exempted from the open meeting requirements of 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 10 citizens as Officers of Election for a period of one year beginning March 1, 2023. The motion passed unanimously. Their names will be attached to these minutes.

Election Integrity. The Board briefly discussed an information sheet we would like to produce for the Chiefs briefly explaining what we do to ensure that votes are accurately counted on the DS-200.

The meeting was adjourned at 11:23 am.

Respectfully submitted,



James M. Heilman
Secretary, Albemarle County Electoral Board