

Albemarle County Electoral Board

In-person and Virtual Meeting

May 8, 2024

Location: Albemarle County Office Building, 5th Street

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

Guests: Doug Earle, Laurie Jones, Norman Moore, Karen Juul-Nielsen, Rick Barnett, and various Zoom attendees.

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 several Zoom attendees who were virtually present.)*

Voting Equipment. Lauren reported that our electronic pollbook (EPB) software contractor – DemTech – was taken over by a company called Civix. Four weeks ago, Civix terminated all Virginia employees and is ending all contracts as of November 30. 73 Virginia localities use DemTech and are thus affected by this. We had to employ our main DemTech person, Donna Gallagher, as an independent contractor in order to get the programming done for the June 18 Primary. Lauren further said that after June 18 we will shift our focus to looking at contract issues. If we have to contract with another vendor, it will mean that we will have to buy new hardware.

Portal System for Sign-up for those working early voting. Lauren said that we open the portal sign-up system to all Election Officials who have shown interest in working early voting. We are the only locality she knows that hires in this manner. Sylvia noted that issues of party parity are not really applicable here, since those working are actually signed up as deputy registrars. Jim made a motion that Lauren should go back to inviting workers (rather than opening a portal), using our list of those who have worked before, but with an eye toward some degree of party parity. The motion passed unanimously.

Chiefs, Assistant Chiefs, and Precinct Assignments. Sylvia noted that we do not yet have a good pool of potential chiefs and assistant chiefs. Discussion ensued. This issue should be considered in the work session we will hold on delineating skills and qualifications needed for chiefs and assistant chiefs.

June 18 Primary.

- Free Bridge Polling Place Issue. Clara Belle said that the Elks Lodge now says that we can use their facility for the Primary. There seems to be an outside possibility that we can use it in November, but Clara Belle noted that she doesn't think we can work on a "possibility" and that the Faith Christian Center will be available to us for use in November. Discussion ensued.
- Training:
 - New Official ("Newbie") training is now set for May 22 from 6-8 at the 5th Street Building.
 - Chiefs and Assistant Chiefs training is now set for May 29 from 6-8:30 at the McIntire Building.
 - Regular election official training is now set for June 6 from 6 – 8 at the McIntire Building
 - Make-up training for all is now set for June 8 from 10 – 12 at the Fifth Street Building

- Central Absentee Precinct training is now set for June 15 from 10 – 12 at the Fifth Street Building
- Jim asked that staff devise an outline of ideas for the various trainings.
- Early Voting: Staff reported that 5,304 ballots have been mailed out; 70 ballots have been emailed; 60 voters have voted early in person.

List Maintenance. Lauren presented registration and deletion statistics for the past month.

Party Parity Issues. Norman noted problems of parity among chiefs and particularly assistant chiefs. He also asked that regular election officials be invited to attend the chiefs and assistant chiefs training. Much discussion ensued. It was agreed that the training is an open meeting and that he can invite people who are signed up as election officials representing the Republican Party. Laurie then noted that if Norman was going to invite election officials representing the Republican Party, then she should be able to do the same for election officials representing the Democratic Party. All agreed.

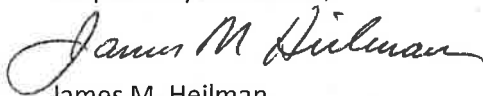
Executive Session. Sylvia moved the following: RESOLVED, that the Board enter into executive session for the purpose of discussion and consideration of the appointment, assignment and performance of one or more current and prospective Albemarle County election officers for the election cycle that begins on March 1, 2024 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 1:02 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 being absent at the time of the vote).

Clara Belle moved the appointment of 22 new officers of election for the term of one year beginning March 1, 2024. The motion passed unanimously (Jim being absent at the time of the vote).

The meeting was adjourned at 1:04 pm.

Respectfully submitted,



James M. Heilman
Secretary, Albemarle County Electoral Board