

## Albemarle County Electoral Board

### In-person and Virtual Meeting

August 2, 2024

Location: Albemarle County Office Building, 5<sup>th</sup> Street

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

Guests: Karen Juul-Nielsen, Rick Garnett, Bucky Walsh, Lewis Johnson, Linda Seaman, Bruce Kirtley, Lori Murphy, Sally Hudson, Kurt Burkhardt and various Zoom attendees. County Attorney Anthony Bessette and FOIA Officer James Douglass attended the latter part of the meeting.

The meeting began at 11:30 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.)*

The agenda was unanimously adopted with modifications.

The minutes for July 10 were unanimously approved.

Board of Supervisors (BoS) Meeting on Ranked Choice Voting (RCV). The Board discussed whether to have a separate meeting to discuss our requested presentation to the BoS on RCV on August 21. There was also discussion of just what the Supervisors want to hear from us. Sylvia said she will send an inquiry to the BoS Clerk asking their intent and expected outcome. We will set a time to come back together to discuss this issue.

November 5 Preparation. There was much discussion of training dates and topics. Sylvia spoke on having a focus on training Chiefs and Assistant Chiefs and proposed preparing a presentation on the role of Chiefs and Assistants. Clara Belle proposed sending an invitation for pre-training to all election officers. There was discussion of the four major topics we should focus training on:

- Electronic poll books
- DS200 Optical Scan machine
- Statement of Results
- Provisional Ballots

There was further discussion of how many training classes to hold. Clara Belle proposed working with Jeania on reserving rooms for training. Jeania said she will investigate when Lane Auditorium will be available. Lauren noted that an official from the Department of Homeland Security is available to provide a training on security issues.

Overview of Republican Congressional Primary Recount. Sylvia commended the recount officials and also noted how courteous the observers were. She further noted that it was a great day to show how collaboration works. Lauren announced that the outcome of the Albemarle County recount was that there was one less vote for candidate McGuire than in our original certification. She was applauded for all her work in guiding the process. Clara Belle further complimented Lauren and her staff on the recount room design and several other things.

Questions and Comments from Guests:

- Rick asked questions about operation of the Portal (for signing up to work in early voting) and whether the vendor can make it work better.
- Lewis asked whether we were considering holding a Sunday early voting day. Jim responded that when he looked into this four years ago there was no enthusiasm for it.
- Sally asked if the goal of the meeting with the BoS on RCV was to gain clarity on the processes involved. The answer was yes. She also asked if Department of Elections' ambiguities on the issue have been resolved. Lauren responded that, for the most part, they have.
- Lori asked about whether the proposed Department of Homeland Security training was something new. Lauren said DHS has been providing this training around the state.
- Frank Kattwinkle (on Zoom) asked if we can do random audits of our voting machines. Clara Belle explained the two types of legally acceptable post-election audits that are done. Sylvia said that we basically audit all our machines before every election.
- Kurt asked if there were any internal reports of altercations at the polls. Lauren said no.

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 1:06 pm.

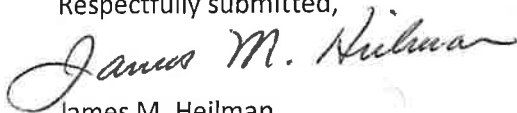
The Board came out of Executive Session at 1:45 pm. (Board members and staff participated in the Executive Session.) Sylvia moved the following: RESOLVED, that to the best knowledge of each member of this Board (i) only public business matters lawfully exempted from the open meeting requirements of Chapter 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 30 new officers of election for the term of one year beginning March 1, 2024. The motion passed unanimously.

Freedom of Information Act (FOIA). Deputy County Attorney Anthony Bessette (along with County FOIA Officer James Douglass) then joined the meeting to provide Board and staff with an information session on FOIA. This session focused on public records – what records are deemed public, who may request them, and how and in what time frame such requests should be handled.

The meeting was adjourned at 3:20 pm.

Respectfully submitted,



James M. Heilman  
Secretary, Albemarle County Electoral Board