

Albemarle County Electoral Board

Virtual and Regular Meeting

May 27, 2020

Location: Albemarle County Office Building, 5th Street

Attendance: Jim Heilman, Michael Rodemeyer, Peter Wurzer, Jake Washburne, Clarice Schermerhorn, and Lauren Eddy

Counsel: Anthony Bessette

Peter 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. The following individuals are physically and electronically present: *(Michael Rodemeyer and Anthony Bessette electronically present. All others physically present.)*

The agenda was unanimously adopted.

The minutes for May 20 were unanimously approved.

June 23 Primary: The Board and staff conducted an extensive discussion of all procedures that we want to have in place to conduct this primary in the safest possible manner for voters and election officers -- in light of the COVID-19 pandemic. These procedures were organized around:

- Procedures for polling place set-up;
- Processing voters entering the polling place building;
- Processing voters voting curbside in their cars; and
- Processing voters who are outside their cars but not entering the polling place building.

Jim and Clarice will type up and merge their notes from this discussion and send out a draft of these recommended procedures to Board and staff for their review.

Training for June 23 Primary: It was determined that we will produce training videos about our established procedures and send those to election officers before our scheduled training for Chiefs and Assistants. The aforementioned training will be conducted by Zoom teleconferencing on June 17. If needed, we may add a second Zoom training.

Executive Session. Michael moved the following: RESOLVED, that the Albemarle County Electoral Board go into a closed meeting, as authorized by the Virginia Freedom of Information Act, section 2.2-3711(A) of the Code of Virginia, under Section 8, (i) to consult with legal counsel to the Board regarding specific legal matters requiring the provision of legal advice, relating to the June primaries and (ii) 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, 2020, 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 12:04 pm.

The Board came out of Executive Session at 1:02 pm. Michael 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 3 new Officers of Election for a term of one year beginning March 1, 2020. The motion passed unanimously. Their names shall be attached to these minutes.

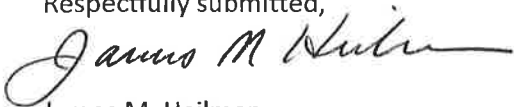
Emergency Polling Place Change for Northside Precinct. Due to the refusal of the Earlysville Volunteer Fire Department to allow voting to go on June 23 in their meeting hall, Jim made the motion, under emergency procedures as provided for in Code of Virginia 24.2-310.D, to move the voting on June 23 for all voters in the Northside Precinct to Laurel Hill Baptist Church, 3595 Grand Forks Blvd., which fronts on Airport Road. The motion passed unanimously. Jake announced that postcards announcing the emergency change are going to all Northside Precinct voters, and that he will be notifying all candidates on the ballot for June 23. He also plans to do some public education.

Other Matters.

- Partial pre-processing of absentee ballots was discussed. Clarice believes that we should probably not do this for the June 23 Primaries.
- Responses from election officers to our Draft Pandemic Election Plan were discussed.
- Peter asked if we have enough COVID-19-related supplies for June 23. Clarice and Lauren went over what we have or have on order. Peter expressed concern as to whether we have enough one-use-only pens for marking ballots.
- Jake has asked for a Medical Service Corps volunteer for June 23 to oversee proper sanitation of polling places.

The meeting was adjourned at 11:05 am.

Respectfully submitted,



James M. Heilman
Secretary, Albemarle County Electoral Board

Election Officials: Appointed May 27, 2020

Home Precinct	LastName	First Name	Suf	Term	Term Expiry	Party	Either
103	VASINGTON	GRACE		1-yr	02/28/2021	Unknown	No
406	PATTERSON	JENNIFER		1-yr	02/28/2021	Unknown	No
601	SCHILL	AIMEE		1-yr	02/28/2021	Unknown	No