

## Albemarle County Electoral Board

### Virtual and Regular Meeting

July 29, 2020

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

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

Guest: Abigail Turner, Albemarle Democratic Party

The meeting began at 9:05 am.

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: *(Erin Davis and Abigail Turner electronically; all others were physically present.)*

The agenda was unanimously adopted.

The minutes for June 17 and July 8 were unanimously approved.

Personnel Changes. Jake announced that Erin Davis has been hired for the new position of Assistant Election Manager, and that Anne Schermerhorn has been hired as Acting Senior Assistant Registrar (taking Erin's place).

Polling Place Changes. Jake announced that a lease agreement has been signed by Laurel Hill Baptist Church (which has been proposed as the new polling place for the Northside Precinct), and a lease agreement has been signed by the Charlottesville Albemarle Association of Realtors which owns the Hillsdale Conference Center (which has been proposed as the new polling place for the Branchlands Precinct). The County Board of Supervisors will hold a Public Hearing on these two changes at its meeting on August 5.

De-briefing on Lessons Learned at June 23 Primaries. Two chief election officers have requested an in-person debriefing. Due to COVID-19 restrictions, it would be impractical to hold an in-person de-briefing for all chief and assistant chief officers. Clarice will send a note to all chiefs to determine how many are interested in holding an in-person meeting.

Voter Registration and Elections Department Webpage. Abigail noted that our website is in great need of improvement to provide voter education and information on registration and absentee balloting. She noted that the Albemarle Democratic Party has resources available to us to assist in promoting Early Voting information and other voter education resources. [Note to readers: The law that went in to effect on July 1 concerning a 45-day pre-election period of no-excuse absentee mail and in-person voting did not use the term "Early Voting". However, this is the common term in usage across the country for similar laws, and for the sake of brevity, the term will be used henceforth in these and subsequent minutes.] Michael noted that a completely revamped County website will be rolled out on August 10. Clarice noted that the new Election page on the website is ready to go. Discussion ensued. The website is intended to be more citizen-friendly. It was suggested that we could use assistance from the County's Department of Communications and Public Engagement to obtain maximum media exposure to the website and to Early Voting procedures. Jim suggested that it would be helpful to get one or more members of the Board of Supervisors involved in this effort also.

November 3 General Election Issues.

- International Observers. The potential for having international election observers present was discussed. The US Government has invited observers from the Organization for Security and Cooperation in Europe's Office of Democratic Institutions and Human Rights (ODIHR) for the election. Jim noted that he and two Chief Election Officers have served as ODIHR observers in several foreign countries, and that Virginia has traditionally left it to each locality to decide if they will allow international observers. Discussion ensued. Jim moved that if such a request is made for having ODIHR observers in Albemarle County, then, with proper accreditation, we allow a maximum of two such observers for the November 3 election. The motion passed unanimously. Jim offered to be the contact point for any such observers.
- Satellite Early Voting Sites. Jake explained that it appears that the only plausible satellite sites would be in one or more public schools and then only if schools are still closed due to COVID-19. Establishment of one or more satellite sites would, by law, have to be mandated by ordinance by the Board of Supervisors. Such ordinance would need to be adopted at least 60 days in advance of the election. It appears that localities can set the hours and dates of such satellite sites. Discussion ensued on the logistics, staffing requirements, and location of any such sites.
- Training by the State Department of Elections (ELECT). There appeared to be consensus of those who virtually attended this training that it was not very helpful.
- Drop boxes for Absentee Ballots. Jake noted that, as the law is currently written, there appears to be no legal way to establish drop boxes. We await any further clarification on this issue from ELECT.
- Public Education. Jim proposed that we hold a press conference focused on Early Voting a few days before Early Voting begins.

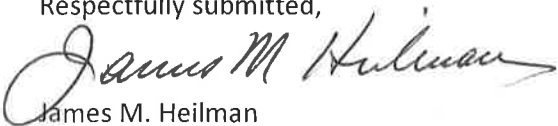
Executive Session. Michael moved the following: RESOLVED, that the Albemarle County Electoral Board go into a closed meeting, as authorized by the Virginia Freedom of Information Act, section 2.2-3711(A) of the Code of Virginia, under Section 8, for the purpose of (i) discussion and consideration of 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, and (ii) discussion of the Annual General Registrar Performance Review and discussion of same with the General Registrar 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 10:45 am.

The Board came out of Executive Session at 11:30 am. 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 17 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.

The meeting was adjourned at 11:30 am.

Respectfully submitted,



James M. Heilman  
Secretary, Albemarle County Electoral Board

# Election Officials: Appointed July 29, 2020

Home Precinct	LastName	First Name	Suf	Term	Term Expiry	Party	Either
065	ANDERSON	FAYE		1-yr	02/28/2021	Unknown	No
101	LYNNE	GREGORY		1-yr	02/28/2021	Unknown	No
201	COOPER	CHERYL		1-yr	02/28/2021	Unknown	No
	COOPER	ROBERT		1-yr	02/28/2021	Unknown	No
	HAYES	ELLEN		1-yr	02/28/2021	Unknown	No
203	VALE	JANE		1-yr	02/28/2021	Unknown	No
301	BERIGAN	DANIEL		1-yr	02/28/2021	Unknown	No
302	DAVIDSON	JACQUELYN		1-yr	02/28/2021	Unknown	No
405	LOMBARDI-SANOK	KIRSTEN		1-yr	02/28/2021	Unknown	No
	SOLOMON	NAHOM		1-yr	02/28/2021	Unknown	No
506	BRUBAKER	ANN		1-yr	02/28/2021	Unknown	No
	PAJEWSKI	MICHELLE		1-yr	02/28/2021	Unknown	No
	SHEEHAN	THERSEA		1-yr	02/28/2021	Unknown	No
601							

Home Precinct	LastName	First Name	Suf	Term	Term Expiry	Party	Either
603	COATES	EDWARD		1-yr	02/28/2021	Unknown	No
604	VAN LIER	REBECCA		1-yr	02/28/2021	Unknown	No
606	MCGOWAN	SHAWNA		1-yr	02/28/2021	Unknown	No
	LANGMAN	LINDA		1-yr	02/28/2021	Unknown	No