

## Albemarle County Electoral Board

### Meeting Minutes for Virtual and Regular Meeting

April 24, 2020

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

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

Counsel: Anthony Bessette

Guest: Lance Stewart, Director of Department of Facilities and Environmental Services

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: *(Michael Rodemeyer, Anthony Bessette and Lance Stewart electronically present. All others physically present.)* The Board will take public comment immediately before any closed session or just prior to the conclusion of the meeting, at which time each person will have a maximum of three minutes to address the Board.

The agenda was unanimously adopted.

The minutes for April 16 were unanimously approved.

#### Early Voting, Office Move and Related Items.

- Jake announced that Lance announced that the County Executive has cancelled the summer move of the Registrar's Office to Albemarle Square due to irreconcilable differences with the owner.
- Lance and the County Executive have consulted with the Police Department and the Department of Social Services concerning their willingness to have most of their staff members telecommute for the 45 days of early voting in the fall (as they are doing currently) so as to free up parking spaces for early voters. Both departments said they believed they could do that.
- Lance believes that telecommuting by these departments would free up 100 to 125 spaces for voters.
- Peter asked what confidence we have that staff from these other departments will not use up these spaces?
- Lance said there are additional possible options being explored for moving some of the Police Department equipment that is currently taking up many parking spaces.
- Due to the cancellation of the office move, Jake expressed concern that we can find enough available space in the 5<sup>th</sup> Street County Office Building to process the expected exceedingly high volume of absentee ballots which will come in this fall.
- Clarice asked that, if we get the new budgeted position of Assistant Elections Manager, where in the 5<sup>th</sup> Street Building will we put this new person? Lance assured that the new position is still in the County budget.
- Jim raised the issue of creating new parking spaces at 5<sup>th</sup> Street on currently unused land.
- Jim asked whether there is the possibility of still using Albemarle Square for a 45-day "pop-up" site for early voting in the fall. Lance said that this may be possible but probably unlikely.

- Peter said he would like the agenda for the next meeting to include discussion of how we will go forward with early voting – both in person and by mail.

Scottsville May 5 Town Election. In our effort to get Town voters to vote absentee by mail in light of the coronavirus pandemic, Lauren reported that we have sent out approximately 90 absentee ballots and received approximately 20 marked ballots back. The Board and staff discussed a plan to only allow one voter at a time inside the Victory Hall building where we hold the election. Voters will be given the choice of voting outside or going in the building one at a time. Peter proposed that we set up a meeting as soon as possible with the Town Manager to go over our plans for the election.

June 23 Primaries. (Note: Governor Northam has issued an Executive Order moving the June 9 primaries to June 23.) Jim announced that the ACLU has sued the State Board of Elections and Department of Elections demanding that they waive the requirement of having a witness signature on mailed absentee ballots due to the current pandemic and Governor's guidance on self-isolating. Public education on the June primary was discussed. We want as many voters as possible to vote absentee ballots in order to keep to a minimum those voters going to our polling places. Jim noted that CBS news has just run a story about this. It was noted that the County's Facebook site should promote absentee balloting.

DS200 Scanners. Jake opined that we need to buy a few more scanners in light of (1) the very large volume of absentee ballots we expect leading up to the November election and (2) the probable increase of precincts/polling places resulting from the 2021 redistricting. Jim moved that we approve the purchase of between 2 and 5 new DS200 scanners from ES&S/PrintElect. The motion passed unanimously.

On-line State Election Officer Training Program. ELECT has produced a new training program that several staff and Board members have taken to determine their usefulness. Michael expressed the view that the program was thin on useful material, but Clarice noted that it was an improvement over their previous on-line training. Discussion ensued on whether we can produce better videos in-house. It was noted that the on-line state training would still be useful for new Election Officers.

Executive Sessions. 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, to consult with legal counsel to the Board regarding specific legal matters requiring the provision of legal advice, relating to the June primaries. The motion passed unanimously. The Board went in to Executive Session at 10:40 am.

The Board came out of Executive Session at 11:08 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.

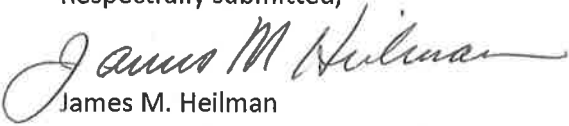
Michael then moved the following: RESOLVED, that the Board enter into executive session for the purpose of discussion and consideration of the Board's Voting System Security Plan, as provided by Sections 2.2-3711.A.35 and 24.2-625.1 of the Code of Virginia. The motion passed unanimously. The Board went back in to Executive Session at 11:08 am.

The Board came out of Executive Session at 11:13 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 George Doogan (from the County's Department of Information Technology) as a voting equipment custodian. The motion passed unanimously.

The meeting was adjourned at 11:15 am.

Respectfully submitted,



James M. Heilman  
Secretary, Albemarle County Electoral Board

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