

Albemarle County Electoral Board

Virtual Meeting

September 2, 2020

Location: Albemarle County Office Building, 5th 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 9:33 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: *(All were electronically present.)*

The agenda was unanimously adopted.

The minutes for August 24 were unanimously approved.

Comments from Public. Abigail urged us to keep an open mind on the number (the more the better) and locations of ballot drop-boxes or drop-off centers.

Mail Ballot Drop-boxes or Drop-Off Centers. Jake noted that he has ordered a drop-box for use at COB-5th. It will be in the traffic circle area outside of Room A. There will be security cameras there. Michael asked if we might be able to use the tax drop-box at COB-McIntire. He also noted that it is too late to try to set up drop-boxes in places that are not monitored. Discussion was held as to whether the rule that only the voter may drop off his/her ballot will still apply to drop-off centers staffed by humans. Jim suggested that we should only have drop-off centers during the last two or three weeks of early voting. Peter thinks school parking lots are our best bet for staffed drop-off center locations – either using pop-up tents or having them under the school awnings. Peter volunteered to write a letter to the ACPS Chief Operating Officer requesting permission to use certain school parking lots.

Drop-off Centers at the Polling Places on Election Day. Peter stated that these should definitely be outside. Jim suggested using our old briefcase-style ballot boxes for this purpose. Clarice worried that there might be too many dropped off to fit in those boxes. Michael noted that ballots dropped off in this manner can be from any part of the County.

Mail-in Applications. Lauren noted that we have received 13,066 so far. (Meeting attendees gasped.) Jake noted that postage for the return envelopes will be metered. There was also a discussion about whether we could recoup the cost of postage for envelopes not returned by mail.

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"Curing" Mistakes. The new law – soon to be passed – that gives voters the opportunity to correct mistakes made on their Statement on Envelope B was discussed. Michael thinks that voters would have

to come in to the Office to correct those mistakes but that the law is ambiguous. We noted that we need guidance from ELECT on this issue.

Law Enforcement Issues. Jake noted that he is preparing a letter to the Police Department, the Commonwealth's Attorney, and the County Attorney asking for a meeting to discuss potential law enforcement issues on Election Day. The issue of having uniformed officers at the polls was discussed. Board consensus is that, while we want officers in the general vicinity of our polling places so that they can come to one on short notice if needed, we do not want them staying at a polling place unless it is the site of ongoing trouble.

Policy Concerning Curbside Voting. Michael proposed a resolution (attached) concerning the requirement that curbside voters be 65 or over or disabled. His resolution proposed that, in the face of the COVID-19 pandemic, all voters may be considered disabled and thus allowed to vote a curbside vote. His resolution passed unanimously. It is attached to these minutes. A copy will be sent to ELECT. Peter suggested that the Election Officer conducting the curbside vote be able to go to the front of the line to process the curbside voter as efficiently as possible. procedures inside the polling place. Jim suggested that our normal "best practices" policy that two officers should handle each curbside vote be waived. There was positive consensus on both suggestions.

Pandemic Plan for Polling Places. Clarice noted that she has sent out our Pandemic Plan from the June Primaries and is ready to update it. Discussion ensued on various topics, including the need to wipe down surfaces (especially marking tables), what to wipe them with, how often to wipe them, and how to handle voters refusing to wear masks. Clarice will draft a statement on this last point, as well as revise the Pandemic Plan.

Election Officer Recruitment. Clarice announced that staff has determined that 402 Election Officers will be needed and that we already have 685 Officers in our database. Consequently, she believes it is unnecessary to promote further recruitment. We will use some people as "pages" or dedicated cleaners. Jim asked whether we can pay these volunteers. Staff said that it would be very difficult to do that.

Public Outreach/Voter Education Update. Jim gave a report on the current status of our outreach efforts. Michael noted that his video on how to vote a mail ballot was ready to be posted to the internet. Jim asked if a similar video on how to register to vote could be produced.

Other Matters. Lauren asked if, in light of the recent court order waiving the witness requirement on mail ballots, we wanted any changes to the insert concerning this that we used for the June 23 Primaries. We agreed to use the same language from the June insert, with the new date.

Executive Session. Michael moved the following: RESOLVED, that the Board enter into executive session for the purpose of discussion and consideration of 1) voting security matters made confidential pursuant to Section 24.2-625.1.B (relating to security of voting equipment) and 2) the appointment 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.34 and A.31.of the Code of Virginia. The motion passed unanimously. The Board went into Executive Session at 11:39 am.

The Board came out of Executive Session at 12:01 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 70 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 12:02 pm.

Respectfully submitted,


James M. Heilman
Secretary, Albemarle County Electoral Board

Election Officials: Appointed September 2, 2020

Home Precinct	LastName	First Name	Suf	Term	Term Expiry	Party	Either
000	BALL	CHLOE		1-yr	02/28/2021	Unknown	No
	COX	ANNA		1-yr	02/28/2021	Unknown	No
	DONNELLY	MARTHA		1-yr	02/28/2021	Unknown	No
	DONOHOE	ELIZABETH		1-yr	02/28/2021	Unknown	No
	METHERALL	STEPHANIE		1-yr	02/28/2021	Unknown	No
	PAVLIS	NICHOLAS		1-yr	02/28/2021	Unknown	No
	STAFFORD	ELIZABETH		1-yr	02/28/2021	Unknown	No
101	RICHARDSON	EMILY		1-yr	02/28/2021	Unknown	No
	ROWLANDS	CARLIE		1-yr	02/28/2021	Unknown	No
	SCALES	KATHERINE		1-yr	02/28/2021	Unknown	No
	STAJDUHAR	JASON		1-yr	02/28/2021	Unknown	No
104	COMEAU	SHAWN		1-yr	02/28/2021	Unknown	No
	FREI	ALICE		1-yr	02/28/2021	Unknown	No
	MELLON	KIMBERLY		1-yr	02/28/2021	Unknown	No
105	BASSETT	KIMBERLEY		1-yr	02/28/2021	Unknown	No
	BIANCHETTO	MELODY		1-yr	02/28/2021	Unknown	No
	PAYTON	CLAIRE		1-yr	02/28/2021	Unknown	No

Home Precinct	LastName	First Name	Suf	Term	Term Expiry	Party	Either
106	SCHOLZ	LESLIE		1-yr	02/28/2021	Unknown	No
201	BRODY-BOYD	TRUMAN		1-yr	02/28/2021	Unknown	No
	WYNNE	MARIGAIL		1-yr	02/28/2021	Unknown	No
203	MENASHE	DIANE		1-yr	02/28/2021	Unknown	No
301	BONNER	ANNE		1-yr	02/28/2021	Unknown	No
	ISAACS	DANA		1-yr	02/28/2021	Unknown	No
	KATZENSTEIN	PAUL		1-yr	02/28/2021	Unknown	No
	O'CONNOR	PATRICK		1-yr	02/28/2021	Unknown	No
302	COLLINS	LAURIE		1-yr	02/28/2021	Unknown	No
	CROUCH	DAVID		1-yr	02/28/2021	Unknown	No
	MUNTNER	MARLA		1-yr	02/28/2021	Unknown	No
	PARK	ANN		1-yr	02/28/2021	Unknown	No
304	MARTIN	EDWIN		1-yr	02/28/2021	Unknown	No
	SPANGLER	NANCY		1-yr	02/28/2021	Unknown	No
305	ASPLIN	PATRICK		1-yr	02/28/2021	Unknown	No
	BONZEK	MATTHEW		1-yr	02/28/2021	Unknown	No
	HOFMANN	MARK		1-yr	02/28/2021	Unknown	No

Home Precinct	LastName	First Name	Suf	Term	Term Expiry	Party	Either
307	BOATRIGT	KYLE		1-yr	02/28/2021	Unknown	No
	JORDAN	ISABELLE		1-yr	02/28/2021	Unknown	No
	MOREY	ANN		1-yr	02/28/2021	Unknown	No
401	BITTNER	ALANA		1-yr	02/28/2021	Unknown	No
	BITTNER	LISA		1-yr	02/28/2021	Unknown	No
	MUSSELMAN	VICKI		1-yr	02/28/2021	Unknown	No
405	KIGER	MICHAEL		1-yr	02/28/2021	Unknown	No
	PATRICK	SUSAN		1-yr	02/28/2021	Unknown	No
	WEEKS	MARGARET		1-yr	02/28/2021	Unknown	No
501	DRUSIN	MARK		1-yr	02/28/2021	Unknown	No
	PAUL	FREDERICK		1-yr	02/28/2021	Unknown	No
502	GLEESON	JOHN		1-yr	02/28/2021	Unknown	No
	SISSON	BARRY		1-yr	02/28/2021	Unknown	No
	SISSON	TERRE		1-yr	02/28/2021	Unknown	No
	THANNIKARY	LISA		1-yr	02/28/2021	Unknown	No
503	DANUNCIO	GABRIELA		1-yr	02/28/2021	Unknown	No
504	DOLGIN	PAMELA		1-yr	02/28/2021	Unknown	No

Home Precinct	LastName	First Name	Suf	Term	Term Expiry	Party	Either
506	PARENTE	MARY		1-yr	02/28/2021	Unknown	No
	MILLER	HEATHER		1-yr	02/28/2021	Unknown	No
	MTHETHWA	EWELL		1-yr	02/28/2021	Unknown	No
	NEWTON	VIRGINIA		1-yr	02/28/2021	Unknown	No
507	COBB	WILLIAM		1-yr	02/28/2021	Unknown	No
	FRESCOLN	JOANNA		1-yr	02/28/2021	Unknown	No
601	DAVIS	CATHRYN		1-yr	02/28/2021	Unknown	No
	FELTS	KIRBY		1-yr	02/28/2021	Unknown	No
	GREENFIELD	MARK		1-yr	02/28/2021	Unknown	No
	ZITELLI	GREGORY		1-yr	02/28/2021	Unknown	No
604	DAVIES	CHARLES		1-yr	02/28/2021	Unknown	No
	GRIMM	HOLLY		1-yr	02/28/2021	Unknown	No
	JORDAN	LINDA		1-yr	02/28/2021	Unknown	No
	PYLES	JAMES		1-yr	02/28/2021	Unknown	No
606	ALMARODE	SUSAN		1-yr	02/28/2021	Unknown	No
	BLEDSOE	DAN		1-yr	02/28/2021	Unknown	No
	MARLOWE	DANIELLE		1-yr	02/28/2021	Unknown	No
	PRICE	JULIANNE		1-yr	02/28/2021	Unknown	No
	WALKER	MATTHEW		1-yr	02/28/2021	Unknown	No