

## Albemarle County Electoral Board

Virtual Meeting

March 11, 2021

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: Seth Ragosta, Albemarle Democratic Party

The meeting began at 9:00 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 February 18 and 24 were unanimously approved.

Election Official Management System Upgrade. Jake reviewed the work that has been done on obtaining new software for a new system. (Our current system is over 20 years old and now has 700+ officials in it.) Erin and Clarice reviewed three possible systems to purchase and determined that "Election Force" appeared to be the best and most cost-effective. Staff met with the County's Enterprise Architectural Council (which must approve such new software systems) on March 5, and the new system was favorably reviewed. The County Office of Management and Budget will put funding for this in as a special request for the Board of Supervisors' April 7 meeting – so that we can possibly get the system in April in time to implement it for the upcoming June 8 Primary. It will cost \$34,000 per year. Peter asked if it might be of use to other County departments. Clarice thought probably not, but we could check.

Board of Supervisors Work Session. A work session on the FY21-22 Budget will be held March 22. Since we have requested several new things, Jake thought it would be good if a Board member could attend. Jim volunteered.

Legislative Update. Michael reviewed important legislation that impacts us. Unless amended, some of the laws won't go into effect until July 1 – meaning they will not be in effect for the June 8 Primary. The Governor has until March 31 to sign or amend. Discussion ensued on many issues.

June 8 Primary Preparation. Several issues concerning Early-in-Person voting for the primary were discussed. Decisions made by the Board and Staff were:

- Not to have voting open early on Tuesdays and late on Thursdays as was done for the Presidential Elections.
- Voting will be 8:30 am to 5:00 pm on all days, including the two Saturdays we must be open.
- While we will start looking in to Sunday voting, we will not have it for the Primary.

Peter asked Staff to figure out what the minimum staffing for early voting will be. We will use Room B in COB-5<sup>th</sup> for the Early-in-Person voting. If we are able to provide a greeter at the main entrance to the building, then the County will unlock the door and voters will go straight to Room B without having to

undergo a temperature check. It was noted that – considering the plethora of candidates – there could be a problem finding enough room for candidate tents. Michael asked about training for early voting, and Clarice discussed this. It was noted that the filing deadline for candidates is March 25.

Executive Session. Michael moved the following: RESOLVED, that the Board enter into executive session for the purpose of discussion of the performance of employees, 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 10:01 am.

The Board came out of Executive Session at 10:14 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.

The meeting was adjourned at 10:15 am.

Respectfully submitted,

A handwritten signature in cursive script that reads "James M. Heilman". The signature is written in black ink and is positioned above the printed name and title.

James M. Heilman  
Secretary, Albemarle County Electoral Board