

Albemarle County Electoral Board

Virtual Meeting

April 15, 2021

Location: Albemarle County Office Building, 5th Street

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

Guest: Kerin Yates, Sue Lewis, and Pat Cochran, League of Women Voters

The meeting began at 10:00 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 March 31 were unanimously approved.

Matters from the Public. Sue said that the League of Women Voters is still waiting to hear from ELECT as to whether the mail ballot witness requirement will be waived for the June 8 Democratic Primary. Jim noted that the Governor has signed the budget bill which includes a waiver from the witness requirement. Jake discussed this further. Pat asked if the purchase of new election officer management software has been approved. Jake said yes. She also wondered whether our voting machine software is capable of handling rank-order voting. Jake replied that it isn't capable of that now but possibly could be upgraded to do that.

Preparation for June 8 Primary.

- Clarice noted that she and Erin are working on polling place staffing for June 8.
- Peter asked about training for Chiefs and Assistant Chiefs. We decided to have virtual training on May 19 and 20 at 6 pm each day.
- Jake noted that we appear to be in good shape for staffing for early in-person (EIP) voting which starts April 23.
- Clarice noted that the ballots have been received. She ordered 31,800.
- Jim asked if we should revisit and modify our Pandemic Plan from last year. Peter opined that he thinks we should stick with the plan we have. Jim and Michael agreed. Michael opined that we should probably prepare something for the greeter (at EIP) to say to the voters about our Covid rules. We decided that, for June 8 voting, we can relax our position that election officers should not share food. We will leave that up to the discretion of the officers in each polling place.

County Office Building – 5th Street Office Space Changes. Jake noted that the County is taking away a small amount of additional office/storage space we were given last year but is giving us some equivalent new space. Also discussed was a proposal to relinquish our Electoral Board/Election Manager office at the County Office Building – McIntire Road. If this goes forward, then we will be asking for an equivalent (or greater) amount of space adjacent to our current space at 5th Street. Discussion ensued. Jim and Jake will work on a letter to the County outlining our space needs.

Executive Session. Michael moved the following: RESOLVED, that the Board enter into executive session for two purposes: (1) for the discussion and consideration of voting security matters as provided by section 2.2-3711.A.34 and section 24.2-625.1.B of the Code of Virginia; and (2) 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, 2021, 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 11:01 am.

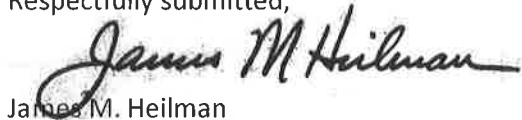
The Board came out of Executive Session at 11:27 am. Michael moved the following: RESOLVED, that to the best knowledge of each member of this Board (i) only public business matters lawfully exempted from the open meeting requirements of Chapter 37 (Virginia Freedom of Information Act) of Title 2.2 of 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 noted for the record that the Board has reviewed the Voting Systems Security Plan, including the Plan for Security Incident Handling.

Jim moved the appointment of Anthony Alimenti as an officer of election for the term of one year beginning March 1, 2021. The motion passed unanimously.

The meeting was adjourned at 11:30 am.

Respectfully submitted,

A handwritten signature in black ink that reads "James M. Heilman". The signature is written in a cursive style with a long horizontal flourish at the end.

James M. Heilman
Secretary, Albemarle County Electoral Board