

MINUTES

City of Charlottesville Electoral Board Meeting of May 4, 2020

The meeting was called to order by the Chair at 11:00 am on Monday, May 4 in the office of the Charlottesville General Registrar. Although held as an in-person meeting, social distancing recommendations were strictly adhered to and all participants and attendees wore masks and gloves. Those present were Electoral Board members Anne Hemenway (Chair), Jon Bright (Vice Chair) and Jim Nix (Secretary), Director of Elections and General Registrar Melissa A. Morton. In addition, Voter Registration Manager Jamie Virostko was present for a portion of the meeting.

On a motion by the Chair, seconded by the Vice Chair, the agenda was unanimously approved without change.

On a motion by the Vice Chair, seconded by the Secretary, the minutes from the February 5 and March 3-6 meetings were unanimously approved without change.

Public Comment

Ms. Bekah Saxon, Co-chair of the Charlottesville Democratic Committee and Mr. Daniel Moy, Chair of the Charlottesville Republican Committee were present for the entire meeting and remained for the Logic and Accuracy (L&A) testing. As it was his first time attending, Mr. Moy introduced himself as the new Republican Chair. Both party chairs asked questions during the meeting. Also present was Mr. Daniel Grimes, a reporter for WVIR, Channel 29. Mr. Grimes took video of both the meeting and the L&A and interviewed two members of the Board following the meeting.

Report of the General Registrar

Melissa A. Morton reported that the ballots for the June 23 primary have been approved by the Department of Elections and that preparation for the primary is proceeding on schedule. There will be no changes to voting equipment for the primary but Ms. Morton informed the Board that, in order to comply with new security standards, the Hart ballot scanners and ballot marking devices will need to be upgraded with Windows 10 operating systems before the November 3 General Election. The cost is estimated to be \$30,000 and the upgrades will be accomplished in-house with software provided by Hart Intercivic.

The Chair asked Ms. Morton if the state had promulgated any standards for safely conducting the June 23 election. In response, she reported that some protective equipment had been provided but no guidelines adding that the state focus is still on the

May local elections. The Chair also asked about outreach efforts regarding the promotion of voting by mail. Ms. Morton described information added to the office website and press releases and pointed to the Governor's press conferences as vehicles for spreading the message.

In a discussion of the situation about staffing of polling places on June 23, Ms. Morton reported that approximately 70 election officials (EOs) had expressed a willingness to work on that day. Since some of them have elected to work only a half-day shift, additional workers will be required. The party chairs in attendance were asked to continue with efforts to recruit election workers with emphasis on younger people.

In response to a question from the Vice Chair on training for the June primary, Ms. Morton explained that training materials would be sent to all EOs and that virtual training sessions would be set up. In-person training is likely for new EOs and a request has been made to use the Neighborhood Development Services conference room in City Hall for this purpose. The same room will likely be used for pre-processing of ballots received by mail.

Appointment of Officers of Election

Ms. Morton presented applications from two individuals seeking appointment as Officers of Election, one of whom had submitted additional information that the Board had requested at the April 7 meeting. On a motion by the Chair, seconded by the Vice Chair, the following were appointed as Officers of Election for a three-year term:

Thelma Brown
Vera Rose

Closed Session to Discuss Personnel Matters

On a motion by the Secretary, seconded by the Vice Chair, the Electoral Board voted (Ayes: Anne Hemenway, Jon Bright and Jim Nix; Noes: None; Absent: None) to meet in closed session as authorized by Va. Code sec. 2.2-3712, specifically:

For the purpose of discussing personnel records concerning identifiable individuals (Va Code sec 2.2-3705.1)

On a motion by the Secretary, seconded by the Vice Chair, the Electoral Board certified by the following vote (Ayes: Anne Hemenway, Jon Bright and Jim Nix; Noes: None; Absent: None) that to the best of each Board member's knowledge only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the Motion convening the closed session were heard, discussed or considered in the closed session.

The next meeting will be held as a virtual meeting at 5:45 pm on Tuesday, June 2.

The meeting was adjourned at 11:59 am and was immediately followed by logic and accuracy testing of the machines to be used for absentee voting.

Respectfully submitted:

James Nix, Secretary

| Anne Hemenway, Chair

Jon Bright, Vice Chair

