



MINUTES JUNE 6, 2023

BOARD MEETING

Meeting called to order by Chair Rodriguez at 5:32 pm.

Attendees:

EB: Chair Rene Rodriguez, Vice-Chair Scott Walker, Secretary David McLaughlin

GR: Director of Elections Jessica Atkinson

Public Speakers: There were none.

Observers: There were none.

A. Approval of the Agenda

Chair Rodriguez added two items to the June Primary discussion: Approval of Precinct Maps and Officer of Election review. There were no other changes or substitutions to the posted agenda.

B. Alternate Early In-person Voting Location Hot Wash

Alternate-location voting on Monday, June 5, 2023, went according to plan. We hosted eleven voters. There were no logistics issues upon return to the Registrar's Office.

Secretary McLaughlin raised the need for developing an emergency action plan for early in-person voting in the future.

Secretary McLaughlin would like to send a letter to the City of Fredericksburg thanking them for their assistance in ensuring our citizens had the opportunity to vote. Chair Rodriguez would like to suggest to the City that the voting schedule be considered during future construction planning; this may be more appropriate as a separate letter. All members agreed and Secretary McLaughlin volunteered to write the letter.

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C. Approval of Minutes

- a. Electoral Board Meeting May 2, 2022
- b. Electoral Board Meeting May 12, 2023
- c. Electoral Board Meeting May 19, 2023
- d. Electoral Board Meeting May 26, 2023

Chair Rodriguez would like to add specific wording and formatting to the Closed Session and Certification of Closed Session sections of all meeting minutes. The General Registrar will provide this wording. There should also be signatures added to each set of minutes.

Secretary McLaughlin made a motion to approve all minutes as amended and Vice-Chair Walker seconded. The Minutes were approved.

D. Ranked Choice Voting

There were no updates.

E. Closed Session

Time In: 5:49 pm

Upon a motion by Secretary McLaughlin and seconded by Vice-Chair Walker, and passed by a vote of the Electoral Board, the Electoral Board went into Closed Session to discuss assignment of officers of election made confidential as pursuant to Chapter 37 Subsection 2.3-3711(A) (34) of the Code of Virginia.

Time Out:

F. Certification of Closed Session

Upon a motion by Vice-Chair Walker and seconded by Secretary McLaughlin, and passed by affirmative roll call vote in open session, it was certified that only public business matters lawfully exempted from open meeting requirement and only such public business matters as were identified in the motion by which the closed session was convened, were heard, discussed, or considered in the closed session of the Electoral Board.

Roll Call Vote:

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G. June Primary

a. Ballot Count and Distribution by precinct

No discussion.

b. Election Day Checklist review

The Electoral Board reviewed changes to the Election Day Checklists made by the General Registrar. The Opening Checklist will be further changed to reflect that the ExpressVote booth cannot be in view of other voting booths; the Provisional Ballot material must be set up on a table separate from other paperwork. The Closing Checklist will have the first sentence about Provisional Envelope 1B printed in red. Instructions on how to report results to the GR office were added. SOR1 will be printed on pink paper and SOR2 will be printed on blue paper. (SOR-Statement of Results)

c. Canvass Date

The Canvass will be held on Wednesday June 21. The Provisional Ballot Meeting will begin at 10:00 am with the Canvass to begin immediately following completion of the Provisional Ballot Meeting.

d. Discussion about OOE Training (including new schedule)

Officer of Election training will take place on Wednesday June 7 at 6:00 pm or Saturday June 10 at 9:00 am. The General Registrar will try to have a count of participants at each session before the training on June 7. At that time, a third session will be added to accommodate those Officers of Election unable to attend the prior two sessions.

e. EB to Visit New City Fellowship

The Electoral Board was unable to visit the New City Fellowship polling location during their site visits on May 12, 2023. They determined there is no need at this time to visit this polling location.

f. Approval of Polling Location Maps

The map for Precinct 101 was reviewed and discussed. Chief Rodriguez will complete revision of the map legend to reference Green area and the Blue lines. The Electoral Board approved the revisions and the maps will be posted to the City website.

g. Officers of Election Review

The Electoral Board recognized the current slate of Officers of Election as updated during Closed Session.

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H. Director's Report

The General Registrar demonstrated new equipment to be used for the first time in the June 20 2023 primary.

Voters as of 06/01/23: 17,397 Active voters and 1685 Inactive voters.

ELECT (Department of Elections)

- New Election Night Reporting Software was deployed to localities with June 2023 Primaries. Training was provided by the Department of Election. Election Night support will be available.
- GR jump Start offered for new Grs and Chief Deputies with less than 2 years on the job. GR Atkinson is involved with the planning sessions. The training will take place in Richmond July 19.
- Elect conducted a review with Department of Vital Records for any deceased voters. The office removed voters from the list.
- No new voter registration applications processed until after election unless they want to do the Same Day Registration process.

JUNE ELECTIONS:

- 345 Voters have voted in the June Primary. 208 Democrats and 137 Republican ballots cast.
- Ballots by mail are being reviewed for completion as they come in.
- Opening and Closing checklists updated
- Election Supply Checklist updated to reflect new equipment..

NOVEMBER ELECTIONS

- Currently 1 candidate for mayor, 2 for city council (2 seats), 1 for school board (2 seats)
- Received phone calls from people requesting information mailed to them but no new applications remain.
- Deadline for candidate submissions is June 20 at 7:00 pm.

MISCELLANEOUS

- Office continues to work with Other General Registrar's to share knowledge and receive mentorship.

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- Two Interns will start June 12th. They will assist in packing equipment for election day. They will also assist with the re-organization of the office.

I. Review of Electoral Board Meeting Times and Dates

The July Electoral Board meeting is canceled.

J. Other Business

The General Registrar will be out of the office on July 5, 6 & 7.

K. Meeting Adjournment


Meeting adjourned at 6:52 pm.

Next Meeting tentatively scheduled for Tuesday, August 1, 2023 at 5:30 pm.

Respectfully submitted,

David Martin McLaughlin
Secretary

Chair Rodriguez:  _____

Secretary McLaughlin:  _____

Vice Chair Walker:  _____

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