Albemarle County Electoral Board Meeting Minutes

February 19, 2026

Location: Albemarle County Office Building, 5th Street
Attendance: Jim Heilman, Valerie Dormady, Bucky Walsh, Jonell McFadden, Alex Branch, Counselor Andrea Ruege
Public who spoke: Lewis Johnson, Clara Belle Wheeler, Laurie Jones, Liz Word-Glennie

The meeting began at 9:00 am.
The agenda was approved.

Announcements from Registrar/Board. Bucky announced that the Virginia Supreme Court has mandated going forth with the April 21 Special Election (Referendum).

Comments from the Public. Lewis asked if the Registrar's Office was going to do anything to educate the public about Virginia requirements for voting. Jonell said that she was not aware of anything that would be done out of the ordinary. She also noted that the proposed "Save Act" is not affecting us now. He also asked about the possibility of ICE coming to the polls. Jonell responded that we will be having our regular meeting with law enforcement prior to April 21.

Old Business.

- Preparation for voting at University Precinct. Bucky announced that he will be having a planning session with University Precinct election officers on March 5.
- DS300 Machine Malfunction Follow-up. Jonell announced that technicians from ES&S (the manufacturer of the DS300 Optical Scanners) were here to test the three malfunctioning scanners that we have. They were able to replicate the malfunction on one of the scanners. We now have three new scanners to replace the bad ones. Discussion ensued. Clara Belle noted that we were lucky to have three spare machines to get us through last November's election. Laurie noted that the City has spare machines for each polling place and asked if we have considered that. Bucky replied that that doesn't seem to be justified at this point. Valerie asked if funds are available to buy more machines if we want to go that way. Jonell responded that funds are available.
- Local Election Security Standards (LESS). Jonell will be meeting tomorrow with IT staff to complete this required form.
- Office Hiring. Jonell announced that she has hired a new part-time person and is still interviewing for the Chief Deputy and Utility Officer positions.

New Business.

- Ballot Order for April 21. Jonell said that she was ordering enough ballots to serve 80% of our registered voters. Bucky moved to approve this order. His motion was unanimously approved.
- Important Dates. Jonell distributed a calendar of "events" leading up to the April 21 Special Election. Logic and Accuracy Testing for scanners to be used in Early-in-Person (EIP) Voting and

Central Absentee will take place on Monday, February 23. EIP will take place in Room B, and Jonell provided a map of how the room will be set up. The large mailing (approximately 7,000) of absentee ballots should start March 2 or 3. Chief and Assistant Chief training will take place on March 26. The contract for delivery of cages is being put out on bid again.

- EIP Voting. Discussion ensued about what room is the best to use for this. There were various comments from the public. The consensus was that we use Room B unless/until turnout is high enough that we would need to use Room A. Liz said that officers working EIP need to be notified.
- Polling Place Staffing for April 21. Valerie suggested that we should use more personnel at the public schools if indeed they will be open for school on April 21.
- Background checks for election officers (EOs) at public schools. Jonell announced that, if school is in session, all our EOs at public schools will have to undergo background checks.
- Staffing for April 21. Discussion of this resulted in the opinion that it should probably be about the same number as a general election in the schools but somewhat less in other places.
- Satellite Early Voting Locations? We determined that we will not have any satellite locations.

The next meeting has been scheduled for March 2 at 9 am.

Executive Session. Bucky moved the following: RESOLVED, that the Board convene a closed meeting pursuant to Section 2.2-3711.A of the Code of Virginia under subsection 1 (i) to discuss and consider the appointment, assignment, and performance of current and prospective personnel, (ii) to obtain legal advice, and (iii) to discuss contracts. The motion passed unanimously. The Board went into the closed meeting at 10:45 am.

The Board came out of the closed meeting at 11:13 am. (Board members and Andrea, Jonell and Alex participated.) Bucky moved the following: RESOLVED, that the Electoral Board certify by recorded vote that, to the best of each 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 authorizing the closed meeting were heard, discussed, or considered in the closed meeting. The motion passed unanimously.

Jim moved the appointment of 9 new officers of election for a one-year term beginning March1. That motion passed unanimously. They are:

Linda Burchfiel	Donna Charlebois	Harvey Gerry
Vickie Gottlob	Amy Hahn	Donna Kerrigan
Lindlee Miles	Indira Rajkumar	John Unsworth

The meeting adjourned at 11:14 am.

Respectfully submitted,

James M. Heilman
Secretary, Albemarle County Electoral Board