MINUTES

City of Charlottesville Electoral Board
Meeting of September 2, 2020

The meeting was called to order by the Chair at 6:02 pm on Tuesday September 2 in the office of the Charlottesville General Registrar. 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 and Voter Registration Manager Jamie Virostko.

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

On a motion by the Chair, seconded by the Vice Chair, the minutes from the August 11 meeting were unanimously approved without change.

Public Comment

Several members of the public were present for this meeting:

Mr. Seth Ragosta, local counsel for the Virginia Democratic Party
Mr. Thomas McCrystal, Vice Chair of the Charlottesville Republican Party
Ms. Bekah Saxon, Co-chair of the Charlottesville Democratic Party
Ms. Sue Lewis, Voter Services Chair of the Charlottesville-Albemarle chapter of the League of Women Voters (LWV).

Mr. Ragosta reported that he was moving to a different position with the Virginia Democratic Party and would be replaced by Ms. Kristin Clarens. He asked if he could connect her by phone to this meeting and the Board raised no objections.
Mr. McCrystal indicated that he would like to speak later concerning absentee voting issues.
Ms. Lewis indicated that the LWV had been working to recruit additional election officer candidates. Since we now have more than enough officers for this election, she offered to recruit League volunteers to help in other ways.

Report of the General Registrar

Ms. Morton reported that the new high-speed scanner, associated computer and election software to be used for processing the anticipated flood of absentee ballots have been delivered and acceptance testing has been completed. One additional precinct ballot scanner has also been delivered bringing the total on hand to 31. This equipment was purchased using funds from an appropriation under the CARES Act.

Ms. Morton reported that on Monday, October 31, she and Voter Equipment Technician Robert Hodous participated in a security survey of all nine City polling places along with representatives of the Richmond office of the Department of Homeland Security and a team of City staff representing the Police and Public Works Departments, the City Schools and the City's Americans with Disabilities Act officer. The Board members reviewed copies of the report and a few highlights, primarily regarding traffic control, were discussed.

Mr. McCrystal requested a copy of the security report, but Ms. Morton pointed out that, as part of the election security plan, it was considered confidential. The Board members agreed that it was not a public document. Ms. Saxon asked to be informed of any changes in security measures that would affect voters' experience at the polls. She also requested that security at the polls be other than with uniformed officers. Mr. Ragosta and Mr. McCrystal added comments concerning the need for police but recommended finding a balance between security and voter anxiety related to the presence of uniformed personnel.

Appointment of Officers of Election

Ms. Morton presented applications from 218 individuals seeking appointment as Officers of Election of which 148 meet all legal requirements and received her recommendation for appointment. With the addition of this group to the large contingents appointed at the July and August meetings, we now have a much larger list of personnel to staff the ten precincts than will be required for this election. There followed a discussion on the challenge of selecting and training, from among this multitude, a mix of new and experienced personnel to staff the election. On a motion by the Chair, seconded by the Vice Chair, the 148 applicants recommended by Ms. Morton were unanimously appointed as Officers of Election for a three-year term. A list of those appointed is attached to these minutes.

Discussion Items

Staff hiring actions

Ms. Morton provided an update on two key staff positions. An offer of employment has been issued to the leading candidate for the position of Deputy Registrar and Elections Manager. The offer has been accepted and the individual is expected to start work on September 15. The primary duties for this individual will be the assignment and training of election officials. The other hiring action is for a seasonal data-entry position recently approved by the City. Applications have been received and interviews are planned for the near future.

Procurement of new pollbooks

Ms. Morton also provided an update on the status of the order for the long awaited new electronic pollbooks. The vendor has informed her that receipt of a letter confirming state certification of the equipment and associated software is expected on September 3. Procurement action can be taken immediately following certification with delivery in 10-14 days. The Board members expressed dismay about the receipt of this vital equipment so close to the election since certification and delivery had initially been expected in time for the March 3 Presidential Primary.

Election Officer training

In response to questions from the Board members, Ms. Morton reported that there would be a mix of in-person and virtual training for this election with details remaining to be worked out. She predicted that there would likely be fifteen days of training the dates for which would be shared with the Board on a revised calendar to be disseminated shortly. The Chair stressed the need for separate specialized training for those serving as closers to include practice in completing a Statement of Results (SOR).

Ballot printing

Ms. Virostko provided the Board with an update on absentee ballot requests. Well over 5000 applications have already been processed and many more are being received daily. She anticipates that the initial mailing on September 18 could be 10,000 ballots and that the total of ballots by mail could reach 15,000 by the deadline for requests. Absentee ballots are used for both voting by mail and for early in-person voting. Because folding ballots is extremely time consuming it was decided that we would order 15,000 ballots folded for mailing and 3000 more in flat condition to be issued to in-person voters. Due to uncertainties with the status of Kanye West's candidacy for president the Registrar and Board decided to delay placing the order until September 9 unless a legal decision is announced before that date.* If additional absentee ballots are required, they will be printed in house. An order for election day ballots will be placed later.

Implementation of the new absentee voting law

Ms. Virostko led a discussion of several aspects of the new law much of it focused on voter errors and the mechanism for affording voters an opportunity to correct mistakes that would otherwise invalidate their ballots. She reported that 87 absentee ballots were rejected for errors in the June 23 primary representing nearly 2% of the ballots cast by mail. The most common disqualifying errors were a missing voter signature or an address discrepancy. The need to encourage those voting by mail to provide a phone

number or email address to facilitate timely notification of problems was acknowledged but concerns were raised about the privacy of this contact information. Ms. Virostko explained that these phone numbers and email addresses would not be entered into the voter database.

There followed an extensive discussion on the local implementation of the ballot drop-off locations mandated in the new law. Of critical concern is the provision of a drop box at the registrar's office, which must be in place to receive ballots soon after the initial batch is mailed to voters on September 18. Guidance from the Department of Elections has been promised but time is limited. Ms. Morton advised the Board that a drop box inside the office would not meet the intent of the law and the Board agreed to proceed with plans for mounting a suitably secure box just outside the office. Regarding the drop boxes mandated for the polling places on election day several options were discussed and concerns were raised by the Board and by the members of the public present. No decisions were made pending receipt of guidance from the Department of Elections.

The next meeting will be held in the office of the Charlottesville General Registrar at 11:00 am on Monday, September 14 in conjunction with logic and accuracy testing of voting equipment to be used for absentee voting that begins on Friday, September 18.

The meeting was adjourned at 8:02 pm.

Respectfully submitted:

James Nix, Secretary

Anne Hemenway, Chair

Jon Bright, Vice Chair

***Subsequent to the September 2, 2020 Electoral Board Meeting, the Department of Elections announced a court order removing Kanye West from the Virginia ballot.**

	A	B	C
1	Officers of Election Appointed September 2, 2020		
2			
3	Trevor Williams		
4	Samantha Lempke		
5	Miranda Elliott-Rader		
6	Natalie Oschrin		
7	Elizabeth Stafford		
8	Emily Tanner		
9	Kathryn McCartney		
10	Lise Rowe		
11	Rebekah Menning		
12	Alex Hanna		
13	James Gaul		
14	Howard Goodman		
15	Hannah Edelen		
16	Julia Lain		
17	Martien Halvorson-Taylor		
18	Adriane Sherogan		
19	Brooke Crouch		
20	Abigail Wilson		
21	Katharine Paljug		
22	Elizabeth Tual		
23	Deborah Arenstein		
24	Rosalie Daval		
25	Jill Klinger		
26	John Feminella		
27	Sheila Blackford		
28	Kimberly Wendel		
29	John Raymond		
30	Jennifer Raymond		
31	Lauren Shohan		
32	Sara Griffin		
33	Charles Stathos		
34	Mira Bagous		
35	Elizabeth Whitehouse		
36	Ozan Williams		
37	Rosanna Bencoach		
38	Wendy Hasenkamp		
39	Amy Gardner		
40	Elizabeth Schroppe		
41	Elizabeth Harrington		
42	Jessica Hasper		
43	Marina Albuquerque		
44	Lisa Bowles		
45	Stacey Brenner		

	A	B	C
46	Patti Daves		
47	David Cumming		
48	William Graham		
49	Alex Secora		
50	Shannon O'Brien		
51	Hannah Brockhausen		
52	Charles Payne		
53	Birgitta Taylor-Lillquist		
54	Laura Roller		
55	Grace Alvino		
56	Lauren Ernst		
57	Sebastian Singh		
58	Tigist Downs-Reeve		
59	Jacob Beckman		
60	Heather Downs		
61	Victoria McKelvey		
62	Stephanie Baker		
63	Ellen Kanzinger		
64	Abigail Pare		
65	Dreama Johnson		
66	Cameron Charness		
67	Julia Bartus-Dobson		
68	Taylor Vest		
69	Tyler Holtzman		
70	Valerie Dormady		
71	Allison Armstrong		
72	John Lindbergh		
73	Zahra Gallagher		
74	Ben Smith		
75	Richard Johnson		
76	Samantha Smith		
77	Liam O'Casey		
78	Raheel Tauyyab		
79	Marcia Wilds		
80	Robert Dent		
81	Tara Illgner		
82	Hayden Ratliff		
83	Mary Hardy		
84	Sara Byers		
85	Susan Ray		
86	Eriin Kath		
87	David Walsh		
88	Laura Hoxworth		
89	michelle Brandt		
90	Chandler Ferrebee		
91	Niedia Washington		

	A	B	C
92	Micheal Bowler		
93	Shannon Hauschild		
94	Sheila Herlihy		
95	jason Pioquinto		
96	Lucila Crena		
97	Sara Hafenbreadl		
98	Gabrielle Lohner		
99	Victoria Crane		
100	Ashley Schneider		
101	Bruce McPherson		
102	Linnea Lauz		
103	Mary Dugan		
104	Letitia Green		
105	Blaine Butler		
106	Joshua Hambrecht		
107	Kara McClurken		
108	Mia Gualtieri		
109	Beth Schueler		
110	Maggie Selesky		
111	Judith Sullivan		
112	Carter Boughton		
113	Lauren Kade		
114	Victoria McCullough		
115	Elena Symmes		
116	Abigail Maynard		
117	Helen Alston		
118	Kristen Betzner		
119	Joseph Carrick		
120	William Christ		
121	Michael McGee		
122	Erica Keller		
123	Ann Kingston		
124	Loree Seitz		
125	Diogo Albuquerque		
126	Melissa Collins		
127	Kelley MacDougall		
128	Lauren Smith		
129	Terri Higgins		
130	Erin Britt		
131	Benjamin Teese		
132	Deborah Powers		
133	James H. Moak		
134	Georgia Garrett		
135	Kara West		
136	Julie Lacy		
137	Lucy Resar		

	A	B	C
138	Grace Fluharty		
139	Michael Jessup		
140	Jeremy Jones		
141	Gwyneth Morris		
142	Summer Stewart		
143	Farren Shannon		
144	Annika Antholis		
145	Sally Goodquist		
146	Avery Bowers		
147	Kira Ricketts		
148	Kristine Nelsaon		
149	Mary Jo Bracken		
150	Miller Susen		