

MINUTES

City of Charlottesville Electoral Board Meeting of September 16, 2019

The meeting was called to order by the Chair at 12:08 p.m. on Monday, September 16, 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), Deputy Registrar Martin Mash, Acting Director of Elections and General Registrar Jamie Virostko and Voter Equipment Technician Bob Hodous.

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

On a motion by the Chair, seconded by the Vice Chair, the minutes of the August 8, 2019 meeting were unanimously approved without change.

Public Comment - No members of the public were present for this meeting.

Appointment of Officers of Election

The Deputy Registrar presented applications for four individuals wishing to become officers of election. The board reviewed the applications and, on a motion by the Chair, seconded by the Vice Chair, the following were unanimously approved for appointment to a three-year term: Patrick A. Milberger, Carolyn J. Belt, Joseph K. Ampratnum and Mary J. Mead.

Discussion Items

Review of options for new poll books. The Chair summarized the key features of three poll book options based on recent presentations by the vendors to the Board and staff. In the discussion that followed a consensus was reached that the DemTech system offered the best solution for Charlottesville in terms of security and its suitability for use in absentee voting as well as in the early voting to be introduced next fall. The fact that DemTech has a major and growing presence in Virginia was also a factor in their favor. Cost is not a major consideration since there is little price difference among the three competitors. At the close of the discussion the Chair moved that the DemTech system be selected for purchase contingent on completion of the certification process, to include a pilot election elsewhere in Virginia on November 5, 2019. The motion was seconded by the Vice Chair and passed unanimously.

Review of Memorandum of Understanding (MOU). The Chair outlined the changes requested by the Board members to the draft of the updated MOU between the Board

and the City Manager signed in May 2015. No further changes were suggested so the current draft will be presented to the City Manager for consideration when the Board meets with him on September 26.

Update on Precinct Chief assignments for the November 5 election. The Deputy Registrar informed the Board that six of the ten Chief Election Official assignments had been made and that recruitment to fill the remaining positions is continuing. Two are simply awaiting confirmation but the leadership positions at Tonsler and the Central Absentee Precinct remain as true vacancies.

Logic and Accuracy Testing

Prior to the meeting the Voter Equipment Technician had printed a supply of test ballots. These were marked by the Board members in accordance with a test matrix prepared by the Secretary. The matrix was structured to provide a unique total for each candidate in order to verify that every ballot would be counted as marked and to confirm that the scanner would correctly report overvotes, undervotes and blank ballots. The ballots were then inserted into the scanner by the Board members and the test votes were tallied. The tally confirmed that all the votes were correctly counted, and the Touch Writer and Scanner were then prepared and sealed for the start of in-person absentee voting on September 20.

The next meeting of the Board will take place at 10:00 a.m. on September 26, 2019 in the second-floor conference room of the Charlottesville City Hall. The sole agenda item will be the annual meeting of the Electoral Board with the City Manager as called for in the 2015 MOU.

The next regular meeting of the Board will take place in the office of the Charlottesville General Registrar at 5:45 p.m. on Tuesday, October 8, 2019.

The meeting was adjourned at 1:45 p.m.

Respectfully submitted:

James Nix, Secretary

Anne Hemenway, Chair

Jon Bright, Vice Chair