

## **MINUTES**

### **City of Charlottesville Electoral Board Meeting of February 2, 2021**

The meeting was called to order by the Chair at 6:06 p.m. on Tuesday, February 2 in the office of the Charlottesville General Registrar. Those present were Electoral Board members Jon Bright (Chair), Anne Hemenway (Vice Chair), and Jim Nix (Secretary), Director of Elections and General Registrar Melissa Morton and Deputy Registrar and Election Manager Taylor Yowell.

On a motion by the Chair, seconded by the Secretary, the agenda was unanimously approved with no changes.

On a motion by the Vice Chair, seconded by the Secretary, the minutes from the January 6 meeting were unanimously approved without change.

#### **Public Comment**

Ms. Sue Lewis, a representative of the Charlottesville League of Women Voters, was present but made no comment.

#### **Registrar's Report**

Ms. Morton updated the Board on the upcoming Risk Limiting Audit (RLA) of the November 3, 2020 election soon to be conducted by the state. Little information has been made available to date. The local impact remains unknown, but more details are expected to be received in the next week. She has informed the Clerk of Court that access to the ballots, which are stored in the Courthouse, will be necessary to draw the randomly selected ballots to be used in the RLA.

The City has started the administration of Covid-19 vaccine to staff with emphasis on those employees in positions requiring direct interaction with the public. Ms. Morton informed the Board that she has requested that members of the registrar's office staff be added to that list with priority given to those who most frequently meet with voters.

#### **Discussion Items**

##### **Acquisition of New Electronic Pollbooks (EPBs)**

Ms. Morton informed the Board that the order for the new pollbooks has not yet been placed due to continuing review to determine adjustments that can reduce the total cost below the \$44,000 available in the office capital improvement budget. A final proposal

will soon be ready for review by the Board. The vendor has predicted a quick delivery once the order is received. Delivery before the end of February is expected. Training of election officials with the new equipment is planned for March.

### **Precinct Boundary Review**

With the announced delay in receipt of Virginia census data, revision of City voting precinct boundaries cannot yet begin. However, preliminary work can start. Ms. Yowell has made initial contact with the City Planning Commission to request information on anticipated development that will affect population growth. The Vice Chair will take the lead for the Board in this project. The first steps to be taken are a review of the files on previous precinct boundary changes and a determination of the membership in the committee that will prepare a precinct layout for presentation to the City Council. The Vice Chair will meet soon with Ms. Morton and Ms. Yowell to get started on this work.

### **Freedom of Information Act (FOIA) Request**

Ms. Yowell reported on discussions with the Deputy City Attorney concerning the request for digital copies of all ballot scans from the November 3 general election. The material requested does not actually exist, but Ms. Yowell has provided the City Attorney with a digital copy of the data that is available from the ballot scanners. No further action by the Registrar's Office is required now that the office of the City Attorney has taken responsibility for resolving this matter.

### **Preparation for June Primary**

According to Ms. Morton we have approximately \$23,000 available in the budget to cover the cost of the June primary. A calendar for election planning is being drafted and will soon be distributed for review. Ms. Morton updated the Board on candidate filings to date for the two City Council and four Constitutional Officer positions on the ballot in the primary.

### **Update from the VEBA Legislative Committee**

The Secretary updated the Board and staff on the progress of election-related bills in the General Assembly including key measures adopted in last year's special session for the November 3, 2020 election. These include drop boxes, ballot curing, pre-paid postage for ballot return envelopes and elimination of the witness requirement. While no decisions have yet been made regarding the schedule for redistricting, it now appears likely that there will be only one primary this year, in June, for both state-wide and local candidates with House of Delegates candidates running in the existing districts.

The next meeting will be held in the office of the Charlottesville General Registrar starting at 6:00 p.m. on Wednesday, March 3, 2021.

The meeting was adjourned at 7:48 p.m.

*Respectfully submitted:*

James Nix, Secretary

Jon Bright, Chair

Anne Hemenway, Vice Chair