

## **MINUTES**

### **City of Charlottesville Electoral Board Meeting of April 19, 2021**

The meeting was called to order by the Vice Chair at 11:10 a.m. on Monday, April 19 in the office of the Charlottesville General Registrar. Those present were Electoral Board members Anne Hemenway (Vice Chair) and Jim Nix (Secretary), Director of Elections and General Registrar Melissa Morton, Deputy Registrar Taylor Yowell, Voter Registration Manager Jamie Virostko, Assistant Registrar Laurel Isatchenko and Voter Equipment Technician Bob Hodous.

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

On a motion by the Vice Chair, seconded by the Secretary, the minutes from the April 12 meeting were unanimously approved without change.

The Vice Chair noted that the Chair is out of town.

#### **Public Comment**

Ms. Bekah Saxon, Co-chair of the Charlottesville Democratic Committee was present but did not make any comment.

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

Ms. Morton informed the Board that the office had received reimbursement from the Department of Elections for the cost of the return postage for absentee ballots used in the November 2020 election and that these funds will be allocated to the salaries of temporary workers employed in the election.

Ms. Morton confirmed that the new electronic pollbooks (EPBs) had been delivered by a DemTech representative on April 12. The delivery was accompanied by a brief demonstration and training session for the staff. The representative will be returning in the next few days for further training that will then allow members of the staff to employ the new EPBs in early voting beginning on Friday, April 23. Ms. Morton and Mr. Hodous briefed the Board on their initial impressions, which were positive.

Ms. Morton announced that Ms. Virostko had the lead in drafting a manual covering activities at the office front desk. She pointed out that, because this effort was likely unique, other registrar's offices in the state would probably find it useful, therefore she recommended sharing the manual with other jurisdictions once completed.

This being the final day of work for Ms. Morton the Vice Chair moved that, in accordance with security regulations, her name be removed from the warehouse access list at the close of business. The motion was seconded by the Secretary and passed without dissent.

### **Preparation for the June 8 Primary**

Ms. Yowell reported that all officer of election positions for the upcoming election have been filled including the key leadership positions at each precinct.

In response to a question from the Vice Chair, Ms. Yowell informed the Board that every member of the staff has received Covid vaccination and, by the opening of in-person early voting on April 23, will have reached the two-week mark since receiving the second vaccine dose.

A status update on publicity for the June 8 primary was requested by the Vice Chair. Ms. Yowell reported that outreach has been conducted via Face Book, Twitter, the office website and a press release and these efforts will continue through the early voting period. Ms. Saxon added that the city Democratic Committee is also working to publicize the primary.

The next meeting will be held in the office of the Charlottesville General Registrar starting at 6:00 p.m. on Wednesday May 26, 2021. Logic and Accuracy testing of the voting equipment to be used in the precincts on election day will be conducted at the warehouse beginning at 9:00 a.m. on Thursday May 27.

The meeting was adjourned at 11:29 a.m. and was followed immediately by logic and accuracy testing of the voting equipment to be used for early voting.

*Respectfully submitted:*

James Nix, Secretary

Anne Hemenway, Vice Chair