

MINUTES

City of Charlottesville Electoral Board Meeting of May 10-11, 2022

The meeting was called to order by the Chair at 6:08 p.m. on Tuesday May 10 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), and Director of Elections and General Registrar Taylor Yowell.

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

On a motion by the Vice Chair, the minutes of the March 22, 2022 meeting were unanimously approved without change.

Public Comment

Mr. Jeremy Jones, representing the Charlottesville Democratic Committee was present but only for the May 10 portion of the meeting. He made no statement but asked about the potential for moving the Alumni Hall polling place to another location and expressed concern that doing so would inconvenience some UVa student voters.

Discussion Items

Reprecincting – Ms. Yowell informed the Board members that the City's new GIS Coordinator has been working on possible new precinct boundaries and expects to provide an initial draft map in mid-May. Progress has been slowed by the fact that combining voter data from VERIS with population data from the census is difficult and time consuming.

Potential Replacement of Electronic Pollbooks (EPBs) – Significant shortcomings have been noted with the DemTech EPBs currently used for Charlottesville elections prompting the Registrar and Electoral Board members to consult with vendors displaying competing equipment at the recent Virginia Electoral Board Association annual meeting in March. Following that meeting the Registrar, with encouragement from the Board, requested a demonstration of the Knowlnk EPBs along with a written proposal for a complete EPB package to include equipment, software, training, and maintenance. A separate proposal was requested for purchase of ballot on demand printers to facilitate early in-person voting under the new law requiring central absentee reporting by precinct.

A key advantage advertised for the Knowlnk EPB system is its ability to scan the barcodes printed on absentee return envelopes by VERIS. This would markedly

improve the speed and efficiency of processing ballots received by mail. Other features of this equipment should improve the efficiency of in-person early voting, speed election day voting and simplify the tasks of the Registrar in setting up the EPBs for the election. The meeting was suspended at 7:30 pm with a plan to reconvene for a demonstration of the KnowInk Poll Pad system on May 11 and a potential decision to purchase this system.

The meeting was reconvened at 8:35 am on Wednesday, May 11 with the following additional members of the office staff in attendance: Voter Registration Manager Jamie Virostko, Assistant Registrar Laurel Isatchenko, Assistant Registrar Katherine Mauller, Assistant Registrar Joshua Jenkins, and Assistant Registrar Grant Armstrong.

Ms. Trisha Bandstra, Marketing Director of KnowInk, gave a presentation on the features and operation of the Poll Pad electronic pollbook followed by a demonstration using an actual Poll Pad set up. Questions from the staff focused mainly on the use of this system for in-person absentee voting and for processing ballots received by mail. The presentation also covered the Poll Print ballot-on-demand printer as a tool for in-person early voting under the new law mandating central absentee reporting by precinct. The demonstration and answers to the questions reinforced a growing consensus among the Board members and staff that purchase of this system would be a cost-effective way to significantly improve the conduct of elections in Charlottesville.

Following the presentation Ms. Yowell reviewed the written proposal from KnowInk with the Board and explained that funds were available in the budget for the current fiscal year to purchase enough Poll Pad EPBs to equip the nine voting precincts, the central absentee precinct and the early voting site in the registrar's office and to purchase two Poll Print ballot-on-demand printers for use in the office for early in-person voting. There followed a brief discussion of the merits of the system and its potential to save considerable time for staff, election officials and the Registrar as well as to speed voting on election day. The Chair moved that the Registrar proceed with a procurement action for this equipment using funds available in the current fiscal year budget. The motion was seconded by the Vice Chair and approved unanimously.

The next meeting will be held in the office of the Charlottesville General Registrar starting at 6:00 p.m. on Tuesday June 14, 2022.

The meeting was adjourned at 10:25 am.

Respectfully submitted:

James Nix, Secretary

Jon Bright, Chair

Anne Hemenway, Vice Chair