

NELSON COUNTY ELECTORAL BOARD

Meeting Minutes
September 1, 2022

I. Call to order

Chairwoman Linda Hughes called to order the regular meeting of the Nelson County Electoral Board at 10:02 am on September 1, 2022 at the Office of the Registrar.

II. Roll call

Chairwoman Hughes conducted a roll call. Present: Linda Hughes, Chairwoman; Armand Thieblot, Vice Chairman (arrived at 10:08 am); Susan Greene, Secretary; and Jacqueline Britt, Director of Elections.

III. Reading and Approval of minutes from the previous meeting

Chairwoman Hughes moved to approve the minutes from July 29, 2022 as presented. Secretary Greene seconded the motion and it was unanimously approved by the Board.

IV. Recognition of Any Visitors and Public Comment

Lisa Hilgartner from the Charlottesville area League of Women Voters (which includes Nelson County) and Johanna Marusic from Afton attended the meeting. Chairwoman Hughes opened the floor for public comment, and Lisa Hilgartner and Johanna Marusic each addressed the Board.

V. Reports of Electoral Board Officers

None of the Electoral Board members had anything new to report.

VI. Report of Registrar

A. Office renovation

The office renovation is nearly complete. The new office will be used for Board meetings and Officers of Election training, and can also house CAP, which is currently located in the library.

B. November General Election Update

All of the ballots for Early Voting and Election Day have arrived.

VII. Unfinished Business and General Orders

A. Electronic Pollbook Update

The new EPB equipment from DemTech has arrived. Acceptance testing and election staff training is needed prior to using the new equipment, and given the short amount of time between now and the beginning of Early Voting, the Board agreed to roll out the new equipment at the next Primary Election in 2023 instead of the November 2022 General Election. The current equipment is certified for the November 2022 election.

B. Logic & Accuracy Testing

L & A Testing will be held at the Office of the Registrar on Wednesday, September 8, 2022 at 10:30 am. The equipment will be updated as per the Cast Vote Record (CVR) recommendations and guidelines from the 2020 Department of Elections. All Board members are planning on attending the L & A testing.

VIII. New Business

November Election

Early Voting- Early Voting begins on Friday, September 23, 2022 at the Office of the Registrar, and will be staffed by 2-3 Officers of Election who have previously worked Early Voting, along with the Registrar's Office staff.

Training Schedule- The Registrar's Office is compiling a training schedule for Officers of Election with the goal of completing all training at least two weeks prior to Election Day on November 8.

Officer of Election Assignments and Office Staffing

At 10:23 am Chairwoman Hughes moved that the Electoral Board go into closed session pursuant to State Code Section 2.2-3711-(A)(1) for the purpose of discussing issues related to personnel, and that the Director of Elections be allowed to remain in the room. Vice Chairman Thieblot seconded the motion and it was unanimously approved by the Board. The Board went into executive session at 10:23 am.

At 10:50 am Chairwoman Hughes moved that the Electoral Board return to public session and certify that only business matters lawfully exempt from open meeting requirements by Virginia Law, and only such public business matters as were identified in the motion convening the closed session were heard, discussed or considered. The motion was seconded by Secretary Greene and unanimously approved by the Board. The Board re-convened in open session at 10:50 am.

IX. Good of the Order

The Board discussed Election Day Logistics, and travel schedules for Board members will be finalized at the next meeting.

X. Adjournment

At 11:05 am Vice Chairman Thieblot moved that the meeting be adjourned. Secretary Greene seconded the motion and the meeting was adjourned. The next Board meeting is scheduled for November 7, 2022 at 11:00 am at the Office of the Registrar to certify the absentee ballots for the November 8, 2022 General Election.

Approved: November 7, 2022