

## **NELSON COUNTY ELECTORAL BOARD**

Meeting Minutes  
September 12, 2023

### **I. Call to order**

Chairman Armand Thieblot called to order the regular meeting of the Nelson County Electoral Board at 10:01 am at the Old Board of Supervisors Room at the Nelson County Courthouse.

### **II. Roll call**

Secretary Greene conducted a roll call. Present: Armand Thieblot, Chairman; William Smith Vice Chairman; Susan Greene, Secretary; Jacqueline Britt, Director of Elections; and Jackie Harris, Chief Deputy Registrar.

### **III. Recognition of Any Visitors**

- Lisa Hilgartner from The League of Women Voters representing Charlottesville and Nelson County was present.
- Johanna Marusic from Afton was present.

Chairman Thieblot opened the floor for public comment. Lisa Hilgartner and Johanna Marusic each addressed the Board.

### **IV. Reading and Approval of minutes from the previous meeting**

Chairman Thieblot moved to approve the minutes from July 18, 2023, as presented. Secretary Greene seconded the motion, and it was unanimously approved by the Board.

### **V. Reports of Electoral Board Officers**

- \* Vice Chairman Smith and Secretary Greene attended the voting equipment demo/training session which was held on August 9<sup>th</sup>. The session was well attended by both new and senior Officers of Election.
- \* All three Board members attended the Logic and Accuracy testing on 8/29/23 and signed off on all voting machines.

### **VI. Report of Registrar**

- The Office of the Registrar is gearing up for early voting which will begin on 9/22/23.
- The Office of the Registrar staff attended the VRAV training session held in Roanoke, VA.
- All three staff members of the Office of the Registrar will attend the VRAV Regional meeting on 9/15/23.

## **VII. Old Business**

### **A. Precinct Evaluations and Certification**

The Department of Elections sent new guidelines for assessing polling place accessibility. Tom Vandever of Independence Resource Center conducted comprehensive ADA surveys on all nine Nelson County polling locations. Three polling places require modification, and efforts are underway to meet the October 16 deadline for certification. All required modifications will be completed by Election Day.

## **VIII. New Business**

### **A. Early Voting/Absentee by Mail**

- Early Voting/Absentee voting by mail is set to begin at the Office of the Registrar. There will be an ADA compliant parking space right next to the Registrar's Office with appropriate signage.
- Absentee by mail envelopes will be mailed out prior to the 9/22/23 deadline.

### **B. Post-Election Audit**

The code of Virginia gives local electoral boards the authority to request a post-election audit for a contested race within the local electoral board's jurisdiction. Options include conducting a Risk-Limiting Audit, which has been done in the past, and a Batch Comparison Audit which allows for a hand count of ballots in a race to be compared to a machine count of that same race. Vice Chairman Smith moved that the Electoral Board authorize the staff of the Office of the Registrar to conduct a study to obtain more information about the Batch Comparison Audit and present the information at the next electoral board meeting. Secretary Greene seconded the motion and it was unanimously approved by the Board.

### **C. Officers of Election**

At 10:29 am Chairman Thieblot 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 and Chief Deputy Registrar remain in the room. Secretary Greene seconded the motion and it was unanimously approved by the Board. The Board went into executive session at 10:29 am.

At 10:37 am Chairman Thieblot 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, and Secretary Greene conducted a certifying roll call after the Board re-convened in open session at 10:38 am.

**IX. Good of the Order**

**Location of future meetings and Election Canvass**

The Board agreed that future electoral board meetings will be held in the Nelson County Courthouse, and that canvass of the election will take place at the Office of the Registrar.

**X. Adjournment**

At 10:42am Chairman Thieblot moved to adjourn the meeting. Vice Chairman Smith seconded the motion and it was unanimously approved by the Board. The next meeting will be held on October 10, 2023, at 10:00 am at the Old Board of Supervisors Room at the Nelson County Courthouse.

**Approved:** October 10, 2023