

Minutes
City of Virginia Beach
Electoral Board
Meeting of February 5, 2019

The Virginia Beach Electoral Board Meeting was called to order by D.A. Ablowich, Chairman at 10:00 AM, Tuesday, February 5, 2019 with other Electoral Board members present: Lauralee Grim, Vice Chairman and Tim Barrow, Secretary. Also present was Donna Patterson, Director of Elections/General Registrar, Christine Lewis, Deputy Registrar, and Cindy Shortridge, Senior Registrar. These minutes constitute the account of proceedings required by the Code of Virginia §24.2-107 and are prepared in accordance with Robert's Rules of Order 11th Edition.

The purpose of this meeting is to:

- a. Hearing from Citizens and Delegations
- b. Approval of Minutes –November 7, 2018 Electoral Board meeting
November 29, 2018 Special Electoral Board Meeting
December 13, 2018 Special Electoral Board Meeting
- c. Appointment of Officers of Election
- d. Gold Star Standards
- e. Student Pages
- f. Campaign Finance Report Civil Penalties
- g. Court-Ordered Redistricting
- h. Trantwood Precinct Polling Location
- i. In-Person Absentee (Satellite) Voting Locations for Nov. 2020 Election
- j. Election Center Facility Status
- k. Other such business as may be brought before the Board.

A motion by L. Grim and properly seconded, the proposed agenda was discussed and approved by voice vote.

There were two citizens present to address the Electoral Board. Hussein and Faila Karzun appeared before the Board to discuss Ms. Karzun's appointment as an officer of election.

Upon a motion by T. Barrow and properly seconded, the minutes of the Electoral Board meetings of November 7, 2018 were approved by voice vote.

Upon a motion by T. Barrow and properly seconded, the minutes of the Electoral Board special meetings of November 29, 2018 and December 13, 2018 were approved by voice vote.

Appointment of Officers of Election. The Board considered the appointment of officers of election as required in the Code of Virginia §24.2-109A and §24.2-115. C. Shortridge presented a report "Election Officials Retired", prepared for the February 5, 2019 Electoral Board meeting, for review by the Board. This report listed 384 officials who retired during 2018.

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A list of Officers of Election to be appointed for the two year term beginning March 1, 2019 and ending February 28, 2021 was discussed. There is an Election Official Appointment Form for each officer on file, including their signed oath or affirmation of office. This list of 1436 officers of election, including 357 who were first appointed in 2018. Upon a motion by L. Grim and properly seconded, the report was accepted by voice vote.

L. Grim moved that the Director of Elections/General Registrar be authorized to appoint additional officers of election for the term ending February 28, 2021 as necessary to provide replacements for or to supplement existing officers of election. The motion was properly seconded and approved by voice vote.

C. Shortridge provided handouts pertaining to officers of election and their training;

a. C. Shortridge email dated January 24, 2019 subj: EO Workshops Tentative Schedule

b. Election Official Welcome Newsletter

c. Election Official Recognition & Retention Program

d. Election Official Statistics – Election Officials Worked Election Day (from 11/07/2000 to 11/06/2018)

e. Election Official Statistics – New Election Officials Worked (from 2000 to 2018)

Gold Star Standards. C. Shortridge provided a "Precinct Gold Star Report" for the November 6, 2018 General and Special Elections. 53 precincts failed to receive a "Gold Star" for their election day paperwork. This report identified potential issues for future officer of election training.

Student Pages. C. Shortridge also provided a report listing participation in the student page program authorized by the Code of Virginia §24.2-604.3. This report including historical data dating to the 2008 election and shows that 1,650 students have participated since its inception in Virginia Beach. The Board expressed some concern that the majority of participants in the 2018 election came from only two of the eleven high schools, and that additional information should be provided to encourage participation from all schools.

Campaign Finance Report Civil Penalties. D. Patterson led a discussion pertaining to two candidates for office who withdrew from the election and have not yet closed their campaign accounts. Their civil penalties in excess of \$3000 are accumulating because they have not filed their required campaign finance reports. The Board recognizes that the Code of Virginia §24.2-946.3I specifically prohibits the local electoral boards or registrar staff from changing these amounts. The Commonwealth Attorney's office will be kept informed as required by law of the failure to file campaign reports. C. Shortridge departed the meeting.

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Court-Ordered Redistricting. C. Lewis provided a brief status report of the changes to Virginia legislative districts now being considered by the Supreme Court. When a final decision is made, D. Patterson will take the action necessary to inform voters and other administrative steps necessary to implement the new districts.

Trantwood Precinct Polling Location. The preferred polling location for Trantwood Precinct, Great Neck Baptist Church, has completed its renovations. L. Grim moved that the polling location be changed to this location. The motion was properly seconded and approved by voice vote. Also discussed was the Seatack Elementary School polling location for Redwing Precinct. The signage for the next election needs to be placed so that voters are directed to the closest entrance from the parking lot.

In-Person Absentee (Satellite) Voting Locations for Nov. 2020 Election. C. Lewis presented a proposal to create additional satellite voting locations for the November 2020 General Election. In addition to the Great Neck and Bayside Recreation Centers, and the Courthouse Fire Station, the following locations are under consideration: Kempsville Treasurer's Office, Bow Creek Recreation Center, Rudee Fire Station, and Central Library.

Election Center Status. D. Patterson visited two sites proposed by the City and found both to not meet our basic requirements. T. Barrow discussed his conversation with B. Schockley. In general, the Board believes that there is a lack of movement on the part of the City to find a suitable venue for the relocation of the general registrar's functions.

Other business.

Uniformity Training. Uniformity training provided by the Department of Elections will take place in the Richmond area on June 21 for general registrars and June 22 for electoral board members. This is subject to confirmation by ELECT. An RFP was recently issued for a venue contract.


Voting System Security Plan. A. Ablowich noted that this document is due for an annual review and update 60 days prior to the November general elections. He will request comments to be submitted to him and will prepare a revised document for review by Board members.

Special Election. A court order, CL19-208 dated January 22, 2019, has been received specifying that a special election for Virginia Beach City Treasurer will be held on November 5, 2019 concurrent with the General Election.

GR/DOE. D. Patterson has been invited to speak before a local Kiwanis Club meeting on February 20. She had also received an invitation from ELECT to participate in a workshop with the Department of Motor Vehicles to discuss motor-voter rules.

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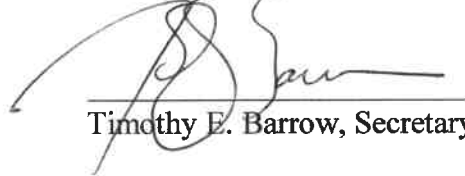
The next meeting of the Electoral Board will be held on Tuesday March 5, 2019 at 10:00 AM. Having completed its work, the board meeting was adjourned at 1:52 PM, Tuesday February 5, 2019.



D.A. Ablowich, Chairman



Lauralee Grim, Vice Chairman



Timothy E. Barrow, Secretary