

Minutes  
Virginia Beach Electoral Board Meeting

Tuesday August 25, 2020 @ 10AM  
Building 19, Training Room A/B  
Virginia Beach Municipal Center

- 1) *Call to Order:* The meeting was called to order by Chair Jeffrey Marks @ 10:00 AM with Board Vice-Chair Lauralee Grim and Board Secretary Tim Barrow present. Also present were Donna Patterson, Director of Elections/General Registrar, Christine Lewis, Deputy Registrar; Cynthia Shortridge, Senior Registrar and Christian Logan. Visitors attending were Robin Kessler and Amy Myers representing the Democratic Party of Virginia.
- 2) *Procedure for Public Participation in Board Meetings:* The Board as a matter of practice has allowed citizens to offer comments on matters within the Board's jurisdiction at the beginning of meetings. The practice has been to limit such comments to 5 minutes. Board discussion also noted that citizen questions or comments during Board deliberations would be entertained when recognized by the Chair.
- 3) *Adoption of the Agenda & Approval of Minutes:* T. Barrow moved that the agenda for the 8/25/20 Meeting and the Minutes of the 6/24/20 Board Meeting be approved. The motion was properly seconded and approved unanimously.
- 4) *Information items:*
  - There are several significant election law changes pending before the Special Session of the General Assembly that, if adopted, will have major impact on preparations for the 11/3/20 election. GR staff and Board will need to monitor closely and be prepared to make late adjustments to preparations.
  - Occupational Health and city public works staff have been working to address moisture and mold issues affecting Building 14. Moisture levels reported now in normal range. Repairs to HVAC system continue and should be completed in next week to 10 days. Problems have affected working conditions for staff.
  - The City Manager has requested that D. Patterson brief the City Council on the upcoming election at the City Council meeting on 9/1/20 @ VB Convention Center.
- 5) *Overview of Election Preparations:*
  - C. Lewis reports that 12 temp staff have been brought on with up to 30 more anticipated over next weeks. Interviews are proceeding. Appeals also being made to other City departments to provide staff support.
  - C. Shortridge reports that we currently have 1006 election officials signed up toward a minimum goal of 1400 (ideal 1500-1600). The office is still receiving strong interest to serve as EOs so Cindy remains confident we will have enough to manage precincts. She noted that EO training will be held as hybrid of virtual and in-person with in-person training at Convention Center from 10/19-10/24. In-person training will be for chiefs, asst chiefs, EPB supervisors and new election officials. Others will be trained online. Board members noted that proposed election law changes may increase need for EOs on election day. Consultation with school system coordinators continues in hope to obtain additional workers is ongoing.
  - D.Patterson and C. Lewis reported that the city had made additional space available to help meet space requirements for call-center and management of unprecedented voter demand for vote by-mail ballots. This space should be available by the second week in September. Even with the Agriculture conference room upstairs, it will be impossible to bring on full compliment of temporary staff until the other space is available. To date there have been over 26,000 requests for vote by-mail absentee ballots and 7,500 of these have been processed through VERIS. There is an expectation that there will be over 40,000 applications by the start of in-person voting on 9/18/20. The additional space provided will be limited to GR staff. It will not be available for election preparations requiring public observers (i.e. Pre-tabulation of by-mail ballots, election day CAP and election canvas). Board discussion focused on need to secure additional space to address these requirements preferably in the municipal complex.

- D. Patterson reported that planning for early voting in Building 14 on 9/18/20 was proceeding and that COVID 19 health limitations would reduce the capacity of the building to accommodate voters resulting in longer lines and wait times.
- The prospect of a requirement for drop off locations at the GR office and satellite locations was briefly discussed but until the General Assembly acts and standards are set, the Board decided it would be impossible to proceed.

6) *Adjournment:* There being no further business to come before the Board, the meeting was adjourned at 1:00 PM.

**Approved:**

Jeffrey Marks, Chair \_\_\_\_\_

Lauralee Grim, Vice-Chair  \_\_\_\_\_

Timothy Barrow, Secretary  \_\_\_\_\_