

**City of Virginia Beach**  
**Electoral Board Meeting Minutes**  
October 29, 2020  
Virginia Beach Convention Center

The Virginia Beach Electoral Board Meeting was called to order by Chairman Jeff Marks at 1:15 PM, Thursday, October 29, 2020 with other Electoral Board members present: Lauralee Grim, Vice Chairman and Tim Barrow, Secretary. Also present were Donna Patterson, Director of Elections. 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 11<sup>th</sup> Edition.

A reporter and videographer from WTKR attended the meeting and interviewed the Chair and Secretary when the meeting took a break. There were no party representatives in attendance at the meeting. The agenda was adopted on a motion by L. Grim, seconded by T. Barrow. The minutes of the \*October 7 meeting were approved on a motion by T. Barrow and seconded by L. Grim.

Board member Barrow led a discussion regarding the 2020 Election Official (EO) Training. City standards regarding mask wearing for EOs followed. Board member assignments for election day visitation were discussed and areas of the city to cover were determined.

Early Voting data regarding in-person, mail, and satellite sites followed. Discussion centered on the amount of time that voters were waiting based on space and COVID restrictions at sites. The lack of an available rest room at the Kempsville site was noted. Recreation Center staff who assisted with directing traffic and voters were commended. Support by Virginia Beach Sheriff's Office directing traffic on streets and within parking lots also made a big difference.

Director Patterson reviewed how the Convention Center space was going to be used for delivery of materials by chiefs and assistants, Central Absentee Precinct (CAP), and Canvass and Provisional meetings. Ballot security within the building was discussed. A walk through of the building space occurred. The Clerk of the Court had indicated that Sheriff's personnel will be available to support ballot security, etc.

There was a discussion of absentee (early vote) drop off ballot procedures on election day and return of drop off bags from precincts. These drop off containers will be in the custody of the CAP team so that ballot can be tabulated following required procedures.

Deputy Registrar, Christine Lewis will be with the Public Safety and Election Coordination team on election day. Chiefs have been informed to contact Ms. Lewis if there is an emergency. Director Patterson reviewed items from a meeting held earlier in the day with this group.

The Board reviewed the procedures that would occur if there was an order for extended voting times. Each precinct will receive at least 200 provisional ballots to help with this possibility.

*\*Amended. Changed date from October 14 to October 7 to correct error. 02.24.2021*

The Board had already established the next meeting date as November 4, 2020 at 9 AM where the Canvass will be convened. The Provisional Meeting will be the first order of business.

Having completed its work, the board meeting was adjourned at 2:45 PM, Tuesday, October 29, 2020.



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Jeffrey Marks, Chair



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Lauralee Grim, Vice Chair

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Timothy E. Barrow, Secretary