

## **City of Virginia Beach Electoral Board Meeting Minutes**

November 24, 2020

Building 14, Agriculture Conference Room, Second Floor

The Virginia Beach Electoral Board Meeting was called to order by Chairman Jeff Marks at 9:16 AM, Tuesday, November 24, 2020 with other Electoral Board members present: Lauralee Grim, Vice Chairman and Tim Barrow, Secretary. Also present were Donna Patterson, Director of Elections, and Christine Lewis, Deputy Registrar both Virginia Beach Voter Registration & 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.

There were no observers or 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 29 and the November 4 Canvass meeting will be reviewed at the next meeting.

Board members began the conversation regarding the November 2020 election by commending the staff for completing the election and working as hard as they all did to do just that. The Board wanted all staff to know that they deeply appreciated their effort in assist voters and make the entire voting experience work for all.

Late changes from ELECT and new legislation were noted as factors that complicated the planning and implementation during this election cycle. Director Donna Patterson reported that the staff will be meeting next week to conduct a post-election review of items.

There was a general discussion of the amount of overtime permanent staff needed in order to complete all responsibilities, as well as the number of part-time employees, volunteers, including Board members needed to assist in this process. The fact that the City was able to provide a large amount of additional space for absentee processing and the use of the Convention Center for Central Absentee Precinct processing and the Canvass and Provisional meetings were a major factor in completing the election. The use of Sheriff's deputies and Police staff to help in traffic direction made outside poll voting possible. The impact of social distancing and other COVID19 requirements highlighted the inadequacy of using building 14 for early voting.

After receiving and discussing the post-election review by staff, the Board will offer suggestions for the development of a comprehensive plan for the conduct of future elections.

The Board discussed the use of CARES funding. Deputy Christine Lewis shared the city plan for approval on December 8. Initial discussion of staff needs for the next budget cycle were discussed. The budget meeting with City Manager and staff has been scheduled for January 25. Board members plan to attend to share specific needs for staff and appropriate building space.

The tentative date for the Special Election for House of Delegates District 90 is January 5. The writ authorizing the election should be signed by Governor of Virginia and released next week.

Virginia Beach has one precinct within this district, 061 Baker. To ease the staffing requirements of the precinct by the chief and assistant chief, staff members will be available.

Pending other decisions by Norfolk Office of Elections and Registration regarding provisional and canvass dates and time, the Board tentatively established 10:00 AM on January 6 as the beginning of the Canvass and Provisional Meeting. The Canvass will occur for precinct 61 (Baker) and the CAP at 11:00 AM on January 6, 2020. Results will be shared with Norfolk and the Virginia Department of Elections (ELECT) as soon as they are finalized.

The Board received information from the Minister of Discovery Church that the church has completed its service as a voting site. Staff will follow up with a letter of appreciation. Deputy Lewis will provide suggestions for an alternative location at the next meeting.

Director Patterson shared information prepared by the Office of Legislative Services regarding the redistricting process. There was a discussion regarding the definition of census tract lines and city boundaries. Staff was asked to review with city staff working with the GIS system to determine with this is alignment. If not, request information as to how to adjust the appropriate tract lines to coincide city boundaries.

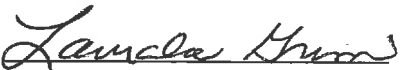
The Board established the next meeting date as December 17, 2020.

Having completed its work, the board meeting was adjourned at 12:45 PM, Tuesday, November 24, 2020.




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Jeff Marks, Chairman



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Lauralee Grim, Vice Chairman



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Timothy E. Barrow, Secretary