

Augusta County Electoral Board Meeting
Augusta County Government Center
Registrar's Office Board Room
July 18, 2018

The meeting was called to order at 9:00 a.m. Present are Ruth Talmage, chair; Cliff Garstang, vice chair; Tom Long, secretary; and Connie Messick, general registrar.

Ruth moved to approve minutes of the June 4 meeting. Cliff seconded and the motion passed unanimously.

Connie reported that the repairs on the two OVO machines will be completed Sept 26/27 when we have the Pollpad acceptance testing with ESO.

Connie is researching shelving for the new Pollpads with the county maintenance department. Connie will also explore cages as an option and will inquire about storage solutions in other localities.

ELECT has scheduled a session with DMV on July 23 in Richmond to address issues that occur when voters interact with DMV online. Connie, Robin, and Ruth are attending.

The board discussed the number of ballots to order for the November General Election. Connie recommends 100% of the number of registered voters. After discussion the board concurred.

Each board member submitted recommendations for American of Virginia about equipment and setup of ramps and signs at each precinct. Connie will forward the recommendations to Chris. We will meet with Chris this fall to emphasize key points at each precinct and to facilitate better coordination of his crews at each facility by making direct contact with facility hosts about dates/times of setup and retrieval of equipment.

Cliff reported on the ELECT annual training including the following points of emphasis:

- The new GREB Handbook.
- Updates on VERIS, including a federal grant to enhance security.
- Progress on regional training opportunities and combining ELECT and VEBA conferences.
- ELECT is working on a strategic plan, two-factor authentication for VERIS, a new post-election audit, and miss-assigned voters.
- There will be constitutional questions on the November ballot.
- The threshold on write-in ballot reporting is now 10% (up from 5%).
- Strategies for building positive relationships with the news media.
- Election infrastructure security - work with local IT department to do a security assessment.
- Officers of election - recognizing long time service and avenues for recruiting new officers.
- New in-person absentee ballot application form was approved at the meeting of the State Board of Elections. The board reviewed the form.
- Presentation on precinct safety, security, and evacuation plan. Connie and the board will update our training to further emphasize topics such as fire extinguisher locations, emergency exits, severe weather precautions, and maintaining security and safety of voters and ballots in the event of an evacuation.
- Should the annual evaluation of the general registrar be shared with county administration? The board discussed pros and cons but took no action.

- Should the board have formal minutes of the canvass? Connie will research what other localities in the region are doing.
- Discussed how some other localities research provisional ballots. Connie will check if the registrar can have access to a DMV “lookup” site. New simplified provisional envelopes and logs and a provisional manual tally count form are coming for November. Our training will include emphasis on these and other new forms.
- Security of ballots at the polling place - unopened packages should be kept out of sight and secure.
- Discussion on interpretation of the 40 foot no campaigning rule.
- Freedom of Information Act.

Connie reported on other topics she and Robin attended at ELECT conference including:

- Scanning of voter applications - new applications have been scanned since April 5. Older voter files need to be scanned. The board encouraged Connie to hire part time help to get the process of scanning approximately 48,000 files underway.
- Freedom of Information Act.
- Designing forms for ease of use and enhanced clarity.
- Tracking of absentee ballots - Connie plans to create a spreadsheet to improve tracking of mailed absentee ballots.

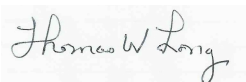
Tom moved to close the meeting for the purpose of the General Registrar/Director of Election’s annual performance review as authorized in subsection A of §2.2-3711 of the Code of Virginia. Cliff seconded and the motion passed unanimously. The meeting was closed at 10:55 a.m. and only Electoral Board members are present.

Connie joined the closed session at 11:32 a.m.

The closed meeting ended at 11:54 a.m. Each board member certified that during the closed meeting the board discussed and considered only public business lawfully exempted under FOIA and only such business matters identified in the motion to close the meeting.

The meeting adjourned at 12:00 noon.

Respectfully submitted,



Tom Long, secretary