

NELSON COUNTY ELECTORAL BOARD

Meeting Minutes

February 1, 2022

I. Call to order

Vice Chairwoman Linda Hughes called to order the regular meeting of the Nelson County Electoral Board at 10:07 am on February 2, 2022 at the Office of the Registrar.

II. Roll call and Welcome

Vice Chairwoman Hughes conducted a roll call. Present: Linda Hughes, Vice Chairwoman; Susan Greene, Secretary; Armand Thieblot, newly appointed member of the Nelson County Electoral Board; and Jacqueline Britt, Director of Elections. Meeting attendees welcomed Mr. Thieblot to the Board, and everyone briefly introduced themselves.

III. Reorganization of the Nelson County Electoral Board

Per the Code of Virginia, the Chairperson and Secretary of the Electoral Board must represent different political parties, unless the position is declined. Secretary Greene moved that the Board appoint Armand Thieblot as Chairman, and Vice Chairwoman Hughes seconded the motion. Mr. Thieblot declined the position of Chairman at this time, and stated that he did not want to serve as Secretary either. Secretary Greene moved that the Board appoint Linda Hughes as Chairwoman. Mr. Thieblot seconded the motion, and it was unanimously approved by the Board. Chairwoman Hughes moved that The Board appoint Armand Thieblot as Vice Chairman and Susan Greene as Secretary. Secretary Greene seconded the motion and it was unanimously approved by the Board.

IV. Approval of minutes from previous meetings

Chairwoman Hughes moved to approve the minutes from November 1, 2021, November 3, 2021 and November 5, 2021 as presented. Secretary Greene seconded the motion and it was unanimously approved by the Board.

V. Registrar's Report

A. Re-Designing the space at the Office of the Registrar

Jacqueline Britt is leading a project to have a wall removed between two rooms at the Registrar's Office thereby creating one room which would be large enough to accommodate Electoral Board meetings which are ADA compliant and accessible to the public. The space would be used for trainings as well. The project will hopefully be completed prior to the June 2022 primary.

B. Assistant Registrar position

There is an opening for a part-time Assistant Registrar at the Nelson County Office of the Registrar to fill the position that was previously held by Teresa Nuckols.

C. Bipartisan Policy Center

Jacqueline Britt continues her work representing rural communities as the Virginia member of The Bipartisan Policy Center Task Force on Elections which is comprised of state and local election officials from 15 states throughout the country who are dedicated to making meaningful improvements to U.S. elections. The task force has drawn up recommendations to advance good faith election observation, which will be presented to Federal legislators and State groups.

D. Legislative Update

The Board was presented with a legislative update of bills that are being tracked by VRAV. The update includes bills that have passed the House and Senate and the House and Senate P&E committees, bills of interest yet to be heard in committee, and proposed legislation.

E. Security Standards

The state Board of elections is promulgating Minimum Security Standards. The Registrar's Office is working with the County IT department who will supply trained interns to help implement the required security standards.

VI. Old Business

A. Electronic Poll Book Decision

The current EPB will be decertified on July 1, 2022, and new equipment will need to be purchased. Board members attended demonstrations last fall from two software vendors which are used by Registrars across the state, KNOWiNk and Demtech. The Registrar's Office has been working with Demtech since their first use of EPB's in 2009, and Demtech has proven to be reliable. Demtech offers the use of both tablets and laptops, while KNOWiNk offers tablets only. Secretary Greene moved to use Demtech as the vendor for the new equipment. Chairwoman Hughes seconded the motion, and it was unanimously approved by the Board.

B. VERIS Replacement

Virginia has outgrown VERIS, the current voter registration system that has been in use since 2009. The General Assembly has approved funds to purchase a new Statewide Voter Registration and Election Management System (SVRS) which will replace VERIS. The new system will have more server space, more power and will be more reliable.

VII. NEW Business

A. VEBA Annual Meeting and Boot Camps

Chairwoman Hughes will attend the VEBA annual meeting on March 18-20, 2022 at The Homestead in Hot Springs, VA, and Vice Chairman Thieblot will attend the Boot Camp for new Electoral Board members on February 5, 2022 in Milford, VA.

B. Redistricting

The Nelson County Board of Supervisors has finalized and approved the redistricting plan for local elections and maps have been re-drawn. Nelson County voters will now be voting in the 53rd and 55th districts for the House of Delegates. Changes will be made to the Central and East Districts with regard to The Board of Supervisors and School Board elections. Notices will be sent to voters alerting them of the District changes.

C. Closed session regarding personnel and security

Chairwoman Hughes moved that the Electoral Board of Nelson County go into closed session of the meeting as authorized in subsection A of § 2.2-3711, applicable exemption from open meeting requirements to discuss a personnel matter and security issues, and that the Director of Elections be allowed to remain in the room. Vice Chairman Thieblot seconded the motion and it was unanimously approved by the Board. The Board went into closed session at 11:42 am.

At 11:59 am, Chairwoman Hughes moved that the closed session of the meeting of the Nelson County Electoral Board stand adjourned and that the Nelson County Electoral Board reconvene in open session. Secretary Greene seconded the motion and it was unanimously approved by the Board. A roll call was taken to certify the closed meeting. Each Board member certified that to the best of that member's knowledge, the meeting heard, discussed and considered only the personnel matter and security issues.

D. Voting Systems Security Plan

Secretary Greene moved to approve the Voting Systems Security Plan. Vice Chairman Thieblot seconded the motion and it was unanimously approved by the Board.

E. Officers of Election

Vice Chairman Thieblot moved that the Board appoint the Board-approved list of Officers of Election for the 2022 elections. Secretary Greene seconded the motion and it was unanimously approved by the Board.

VIII. Good of the Order

A. June 21 Primary

March 8, 2022 is the deadline for political parties to notify the Registrar if a primary is to be held for their party.

IX. Adjournment

At 12:04 pm, Vice Chairman Thieblot moved that the meeting be adjourned. The motion was seconded by Chairwoman Hughes and was unanimously approved by the Board. The next meeting is scheduled for Tuesday, March 22, 2022 at 10:00 am at the Office of The Registrar.

Approved: March 22, 2022