

NELSON COUNTY ELECTORAL BOARD

Meeting Minutes

March 22, 2022

I. **Call to order**

Chairwoman Linda Hughes called to order the regular meeting of the Nelson County Electoral Board at 10:04 am on March 22, 2022 at the Office of the Registrar.

II. **Roll call**

Chairwoman Hughes conducted a roll call. Present: Linda Hughes, Chairwoman; Armand Thieblot, Vice Chairman; Susan Greene, Secretary; and Jacqueline Britt, Director of Elections.

III. **Reading and Approval of minutes from the previous meeting**

Vice Chairman Thieblot moved to approve the minutes from February 1, 2022 as presented. Chairman Hughes seconded the motion and it was unanimously approved by the Board.

IV. **Recognition of Any Visitors**

No visitors were present at the meeting.

V. **Reports of Electoral Board Officers**

A. **Linda Hughes**

1. **ADA online workshop**

The U.S. Department of Justice presented an online workshop targeting school systems and government entities regarding ADA guidelines. The Board discussed the importance of doing annual ADA self-evaluations/audits, and all Board members agreed to evaluate each precinct with regard to ADA compliance, during the June 2022 primary.

2. **VEBA Annual Meeting Highlights**

Linda Hughes and Jacqueline Britt attended the meeting and were able to network with peers and numerous vendors throughout the weekend.

3. **DemTech Demo**

DemTech, the EPB vendor that was approved by the Board to supply new election equipment, gave extensive demonstrations of their products at the VEBA annual meeting. Of interest was the demonstration of a printer that could print ballots on demand, which would be particularly useful for same day registration.

4. **FOIA**

Two sessions at the VEBA meeting were devoted to FOIA and two key principles were highlighted:

- a. All Electoral Board meetings are considered a public body and considered open, unless there are exemptions. Any correspondence between Board

members (regarding issues related to the Board's work), is considered a meeting.

- b. Closed meetings are confined to discussion of the designated subject matter that they are called for, and no votes are taken in closed sessions.

B. Armand Thieblot

Armand Thieblot attended the Boot Camp for New Electoral members.

V. Report of Registrar

A. Redistricting

The redistricting plan for local elections has been approved 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 all voters alerting them of the District changes.

B. Legislative Update

The Registrar sent the Board a comprehensive update of election bills including those that are active, those that have carried over, and those that have failed.

C. VERIS Replacement

The work of creating a new Statewide Voter Registration and Election Management System (SVRS) to replace VERIS continues, and has narrowed down to a choice between three software companies.

VI. Unfinished Business and General Orders

A. Part Time Position Update

There have been no applicants so far for the position of part-time Assistant Registrar at the Nelson County Office of the Registrar. The ad for the position will continue to run.

B. Electronic Pollbook Decision

The Board voted in February to use DemTech as the vendor for the new EPB equipment, and discussed the specific equipment to be ordered. Vice Chairman Thieblot moved that the following equipment be ordered from DemTech: one printer for print-on-demand ballots, one printer per precinct for ballot tickets, two laptops to be used for early voting, two tablets per precinct plus two spare tablets. Chairwoman Hughes seconded the motion and it was unanimously approved by the Board.

C. Voting Systems Security Plan

Chairwoman Hughes moved that the Electoral Board of Nelson County enter into executive session for the purpose of discussion and consideration of Voting Security, as provided under §2.2-3711 of the Code of Virginia, and that the Director of Elections be allowed to remain in the room. The motion was seconded by Vice chairman Thieblot and unanimously approved by the Board. The Board went into executive session at 11:00 am.

At 11:10 am, Chairwoman Hughes moved that the Electoral Board of Nelson County reconvene in open session and that to the best understanding of each

member of this Board (i) only public business matters lawfully exempted from the open meeting requirements of Chapter 37 (Virginia Freedom of Information Act) of Title 2.2 of the Code of Virginia and (ii) only such public business matters were identified in the motion by which today's executive session was convened were heard, discussed or considered in the executive session. The motion was seconded by Secretary Greene and unanimously approved by the Board, and a roll call was taken to certify the executive session. Present: Linda Hughes, Chairwoman; Armand Thieblot, Vice Chairman; and Susan Greene, Secretary. The Electoral Board of Nelson County reconvened in open session at 11:12 am.

VII. New Business

A. June Primary

A Democratic Party Primary has been called in Nelson County to choose a Congressional candidate for the November General Election. The election will be held on Tuesday, June 21, 2022.

VIII. Good of the Order

No other business was presented

IX. Adjournment

Vice Chairman Thieblot moved to cancel the meeting date of April 5, 2022 that was previously approved by the Board. Secretary Greene seconded the motion, and it was unanimously approved by the Board. At 11:29 am, Secretary Greene moved that the meeting be adjourned. The motion was seconded by Chairwoman Hughes and unanimously approved by the Board. The next Board meeting is scheduled for Thursday, May 5, 2022 at 9:00 am.

Approved: June 30, 2022