

## ***James City County Electoral Board***

Meeting of Tuesday, October 10, 2018  
Building Conference Room  
Office of the General Registrar, 5300 Palmer Lane

Tom Gee, Chairman, called the meeting to order at 10:02 a.m. Others attending were Perry DePue, Vice Chairman; Kay Cheves, Secretary; Dianna Moorman, General Registrar and Director of Elections; and Shiela Lohr, Senior Assistant General Registrar.

**Approval of Minutes** – The minutes for September 11, 2018, were unanimously approved.

**November Election Update** – Absentee voting has been heavy. Approximately 100-200 ballots are received each day. Ms. Moorman updated the board on the problems with delivery of absentee ballots by the postal service. She is working with Ben Farmer in the Richmond District Post Office to resolve the difficulties and has also notified ELECT multiple times. The Electoral Board agreed that Ms. Moorman and Ms. Lohr were doing all that could be done to solve these problems. Approximately twenty more Officers of Election are needed for the November election. The response to the eight training sessions that have been held has been positive. Seven more are scheduled.

In February 2018, the Board agreed to meet just before each election in order to formally approve Officers of Election that have been recruited since the February Electoral Board meeting. Given the amount of work that has to be accomplished prior to an election and the fact that this is not standard practice, Mr. DePue moved that the Board formally appoint Officers of Election only once a year at the February meeting. The motion was unanimously approved.

Voter Registration has been extremely high. Several groups have requested use of the JCC Recreation Center for Voter Registration drives. Ms. Moorman expressed major concerns about the use of county facilities for drives that are not sponsored by non-partisan organizations. For this reason, only voter registration drives sponsored by the Registrar's Office will use county facilities.

DMV began issuing REAL ID-compliant driver's licenses on October 1. Since a Voter ID card is one item that can be used to prove citizenship which is required to obtain a REAL ID-compliant driver's license, Ms. Moorman expects the workload in the office to increase.

**Budget and Staffing Update** – James City County has begun working on the budget for the next fiscal year. The workload in the office continues to increase; Ms. Moorman plans to move the part-time position to a full-time position. Currently, they are using comp time to keep up with the workload.

**Director of Elections/GR Monthly Update** - James City County General Services is providing a sign with both Office of Department of Elections/General Registrar

and Office of Parks and Recreation on it. The sign will be elevated for better visibility and will not be on VDOT right-of-way since they denied permission for this purpose. Ms. Moorman met with Jeff Porter, JCC General Services, regarding security recommendations for the office. He is going to remove and replace the wall in the office so the bathroom will be accessible to the general public. He is also looking at other things on the list.

**In-Person Absentee Voting** - Beginning next week, in-person absentee voting will be shifted to the room across the hall from the office. After a discussion about “in person absentee voting,” the EB voted unanimously to “support the concept, recognizing that additional resources are required by local offices for adequate implementation.” Mr. DePue and Ms. Cheves will prepare a letter which will be sent to the Subcommittee on Election Laws.

**Director of Elections Yearly Goals** – Mr. Gee suggested deferring the discussion of yearly goals until the December meeting because of time constraints.

**Executive Session** – The Board unanimously approved Mr. DePue’s motion to go into Executive Session to discuss personnel matters. Mr. DePue’s motion to go out of Executive Session and into Public Session was passed by unanimous vote. Mr. DePue moved to certify that the Board only discussed personnel matters during the Executive Session. The motion was approved unanimously.

The meeting was adjourned at 12:30 p.m.

Kay Cheves  
Secretary