

James City County Electoral Board

Meeting of Tuesday, February 4, 2020
Voter Registration and Elections Office
5300 Palmer Lane, Suite 2a-Conference Room, Williamsburg VA

Tom Gee, Chair, called the meeting to order at 10:00 A. M. Others attending were Perry DePue, Vice Chair; Kay Cheves, Secretary; Dianna Moorman, General Registrar and Director of Elections; and Shiela Lohr, Deputy Director of Elections.

Minutes - The minutes of the January 14, 2020, meeting were approved.

March Democratic Presidential Primary Election Planning Update

- Absentee Ballots – As of 2/4/20, 276 AB ballots have been mailed. There was discussion about using a Post Office Box for delivery of absentee ballots.
- Ms. Moorman met with the JCC Public Information Officer to discuss using social media to ensure JCC voters receive official information about all aspects of the election.
- The Bleed Class will be offered on an annual basis in September or August to all Election Officers. Training in tourniquets is included in the Stop the Bleed training. It has been suggested that tourniquets be provided at polling places.

Appointment of Election Officers (EO) – Ms. Moorman presented a list of Election Officers who have completed the paperwork for appointment since February 6, 2019. One individual was deleted from the list and she recommended their appointment of everyone else. Mr. DePue moved appointment of the list of Election Officers as submitted and corrected today. The motion was seconded by Ms. Cheves and the Board unanimously approved the motion.

Budget Update – Ms. Moorman presented an overview of changes in the proposed FY 21 budget since the January EB meeting. She also discussed changes to line items in the current budget, including addition of a traffic officer for the November Election and allocation funds for the state-mandated Risk Limiting Audit. Budget expenditures are on target for the current year.

Calendar of Events – In lieu of attending the VEBA Meeting in March, Ms. Moorman is attending the ELECTION CENTER SPECIAL WORKSHOP, February 12-16, in Greenville, S. C. The focus will be on preparation for the November 2020 Presidential Election. She is also beginning VREO certification.

Director's Monthly Update

- There are currently 58,406 registered voters in James City County.
- Space Needs Assessment – Ms. Moorman recommends we continue with current projections for space needs.
- Legislative Update – The House of Delegates has approved legislation extending no-excuse absentee voting for the full 45 days before the election. There appears to be a trend toward legislation that gives Electoral Boards less and less authority.

Closed Session – Mr. DePue moved the EB go into Executive Session to discuss a security plans and procedures and a personnel matter. The motion was seconded by Ms. Cheves and approved by unanimous vote. At 12:08 P.M. Mr. DePue moved to return to public session and to certify that only matters allowed in Executive Session were discussed during the closed session. The motion was seconded by Ms. Cheves and passed by unanimous vote.

There was no further business and the meeting was adjourned at 12:10 P.M.

Kay Cheves, Secretary