

James City County Electoral Board

Emergency Meeting, Conference Call
Tuesday, April 14, 2020

Tom Gee, Chair, called the emergency meeting to order at 10:11 a.m. Others involved in the meeting were Perry DePue, Vice Chair; Kay Cheves, Secretary, Dianna Moorman, Director of Elections/General Registrar, and Shiela Lohr, Deputy Director of Elections.

The purpose of the meeting was emergency planning for 2020 elections necessitated by the coronavirus.

- Governor Northam has moved the June 9th primaries to June 23rd unless the Virginia Supreme Court intervenes and moves the primaries to a later date.
- L & A Testing is currently scheduled for May 1st. The staff will observe.
- Ms. Moorman and Ms. Lohr are proofreading ballots in order to certify and send them to the printer for return prior to May 1st.
- James City County has ordered enough masks for everyone working the June and November elections and hand sanitizer for all workers and voter booths.
- Ms. Moorman is looking at on-line training for chiefs, assistant chiefs and new election officers.
- Mr. Depue suggested using JCC staff for election officers. Ms. Moorman is talking with Adam Kinsman about this possibility.
- She has also been talking with Parks & Recreation about helping with curbside Absentee Voting.
- The staff is looking into having a tent placed outside the office for use for absentee voting.
- The Senior Assistant Registrar position is still open and not affected by the hiring freeze currently in place in JCC.
- Numerous requests for an absentee ballot are coming in every day.
- Self-adhesive envelopes will be used for returning the completed ballots.
- The State Electoral Board held an emergency meeting to certify names on the ballot.
- Ms. Moorman has sent information, including FAQs, to JCC to update the website with information about the upcoming primaries. Mr. DePue asked Ms. Moorman to inform the EB when this has been done, recognizing everyone is working from home and things take longer under those circumstances.
- Staff is looking at purchasing tabletop shields for election officers to use in November.

The conference call emergency meeting adjourned at 11:07 A.M.

Respectfully submitted,

Kay Cheves
Secretary, James City County Electoral Board