

James City County Electoral Board
Meeting of Tuesday, October 13, 2020
Office of Voter Registration and Elections,
Suite 2a-Conference Room, 5300 Palmer Lane, Williamsburg, VA

Call to Order - Tom Gee, Chair, called the meeting to order at 10:10 a.m. Others attending were Perry DePue, Vice Chair; Kay Cheves, Secretary; Dianna Moorman, Director of Elections/General Registrar; Shiela Lohr, Deputy Director of Elections, and a representative from Newsy.

Approval of Minutes – The September 8, 2020, Regular Meeting Draft Minutes were approved by unanimous vote.

November Election

- Absentee Ballots
 - Approximately 12, 700 absentee ballots have been sent out to date.
 - The second day of pre-processing returned absentee ballots is tomorrow, October 14.
 - Absentee Ballots that are postmarked on or before Election Day will be accepted until noon on Friday, November 6.
 - Ms. Moorman praised the work of Ms. Lohr who has been heading up the absentee ballot process.
 - EB members commended the staff for all the work and hours they have spent ensuring absentee ballots are issued and processed.
- Vote Center
 - The response to the Vote Center has been very positive since it opened on September 18.
 - There has been at least individual outside the Vote Center who is providing a running commentary about the presidential candidates over a bull horn. Comments are occasionally directed at specific voters. Ms. Moorman has been working with both political parties to identify the individual(s). She has also been in contact with the JCC Police Department and the JCC Attorney. She will keep the EB informed about the situation.
 - The Office of Elections and the Parks & Recreation Office have paid a one-time fee of \$1,500 each to be able to view the security cameras located inside and outside the JCC Recreation Center.
- Ballot Drop-Off Stations
 - The current Ballot Drop-Off Stations, located at the Vote Center and the Office of Elections, are doing well.
 - Ballot Drop-Off Stations in the JCC Library in Norge and Abram Frink Recreation Center in Grove will be staffed and open Monday-Saturday for the two weeks before the November 3rd Election.
- Election Day Preparation Update
 - Election Officers – The list of new Election Officers is still being developed. When the list is finalized, Ms. Moorman will send it to EB members, so the new officers can be approved via telephone conference.
 - Stand-by Election Officers (EOs) are being trained and will be available to replace regular EOs who are unable to work on Election Day.

- Precinct Update – The staff is making special arrangements with other JCC departments to be sure there is no confusion on Election Day.
- PPE supplies – Supplies are adequate, with the possible exception of pens.
- Contingency Planning – Contingency plans are being made in case there is an outbreak of COVID-19 in the Office of Elections.
- Voter Turn Out –
 - Ms. Moorman expects 80% total turnout for the November Presidential Election; 60% of those voters are predicted to vote prior to November 3rd.
 - 250 provisional ballots have been cast to date.
- Grants
 - The Office has received \$69,000 from the CARES Act, specifically designated for Elections.
 - A second grant of \$34,000 has been awarded from a non-governmental group.
 - Ms. Moorman has applied for a Schwarzenegger Grant of \$35,000 which will be used for additional staff and possibly a new printer and/or another postage machine, if awarded.
- Annual Requests for Absentee Ballots
 - 70% of the voters who have requested an absentee ballot are annual applicants who apply one time on an annual basis to automatically receive an absentee ballot for each election in that year.
 - The staff will be sending out letters to each one of these voters to determine if they wish to continue automatically receiving an absentee ballot for each election in 2021.
- Curing Ballots – One staff member is handling the curing process. To date, 4597 ballots have been cured.

Director of Elections/GR Monthly Update

- Budget - Ms. Lohr is working on the budget. Last year's projected budget is no longer accurate because the circumstances have changed so much since the COVID-19 pandemic beginning in March.
- Staffing
 - Ms. Moorman is requesting three additional staff members. Additional office space will be required if this request is funded.
 - The current staff members are reluctant to take time off during this period before the election. The office atmosphere and staff attitudes are very positive.
- Chiefs Round Table – To maintain social distancing, only one Chief Election Officer from each precinct is invited to attend this meeting scheduled for Saturday, November 14, 9-11 a.m., at the JCC Law Enforcement Center.

Next Meeting – The next EB meeting will be Wednesday, November 4, at 11 a.m. in the Conference Room.

The meeting was adjourned at 12:08 p.m.

Kay Cheves, Secretary