

JAMES CITY COUNTY ELECTORAL BOARD
Regular Meeting of Tuesday January 10, 2023
1st Floor Conference Room
JCC Office of Elections, 4095 Ironbound Road
Williamsburg, Virginia

Call to Order- Dot Matthews, Chair, called the meeting to order at 10:02 a.m. Others attending were Perry DePue, Vice Chair; Curtis Stoldt newly appointed JCC Electoral Board member; Dianna Moorman, Director of Elections/General Registrar; Shiela Lohr, Chief Deputy Director of Elections.

Approval of Minutes- Ms. Matthews moved to approve the draft minutes of the Regular meeting of December 13. Mr. DePue seconded the motion that was approved by unanimous vote.

Introduction of the new Member and election of the Chair, Vice Chair and Secretary-

Dr Curtis Stoldt was introduced as the newly appointed member of the JCC Electoral Board.

Mr. DePue submitted a letter to the board formally waiving his right to be the Secretary of the Board in accordance with Virginia Election Law, 24.2.106 paragraph B.

Ms. Matthews was nominated to continue as Chair of the board, Mr. DePue was nominated to be Vice Chair and Dr. Stoldt was nominated to be Secretary of the Board. The nominations to the positions were confirmed with a unanimous vote.

Director of Elections/GR Monthly Report-

-Staffing- Currently there are 3 full time staff vacancies.

-1st and most urgent vacancy and new position is a full time front desk receptionist to enhance voter assistance.

- 2nd priority to hire a Training Coordinator for training Staff and Election Officers.

-Current vacant position is for a Voter Registration Coordinator. Currently shared by 2 part time on call staff who are doing a good job. However, the position needs to be filled due to a rapidly growing number of new registrations; particularly during early voting and on election day with Same Day Registration resulting in a significant increase in registrations on election day.

- General Election 2022- Done. JCC was not randomly selected by ELECT to perform a Risk Limiting Audit (RLA) for this election. JCC's last RLA was the 2020 Presidential Election. We are required to have a RLA once every 5 years. IAW 24.2-67.2C4

- Primary Election 2023- There will likely be a Dual Primary if both Democratic and Republican Parties have offices with multiple candidates. TBD as candidates complete filing to run. Early voting for the Primary Election will begin on May 5, 2023. Once candidates are official, Primary ballots will be developed and ordered.

-General Election 2023- GR reports there will be up to 19 races requiring up to 36 ballot styles. Early voting will start 45 days before election day. Election day is Nov 7 and 45 days before election day is Saturday Sept 23. Ballot envelopes will need to be ordered on or before June 14 to get them in time for early voting. The GR is evaluating the number of ballots to order for both the primary and general elections. Same Day Registration has complicated the formula for the number of ballots to be ordered.

-Other Business-

-Virginia State Office of Elections is developing new guidance for handling Same Day Registration (SDR). JCC used a 2nd Assistant Chief at each precinct to handle SDR and any other provisional ballots. This plan in JCC precincts helped decrease the disruption of the voting process. SDR is very time consuming for the Chief and Assistant Chief on election day as all SDR's always result in provisional ballots. Additionally, post processing of provisional ballots after the election significantly adds to the work of the Registrars staff delaying final results.

-Appointment, reappointment and recruiting of new Election Officers was discussed. Full shifts vs ½ day shifts were also discussed. Currently in JCC on election day, election officers work a full shift. It is a very long day, however, it provides continuity throughout the day. Changing to ½ day shifts would require a significant increase in the number of election officers. JCC has been able to maintain enough election officers to fill full day shifts. It would be challenging to recruit and train enough election officers for ½ day shifts. Also, ½ day shifts would be an administrative challenge for scheduling. In accordance with 24.2-115, the Electoral Board, at its regular meeting in the first week of February 2023 shall appoint new and reappoint returning officers of election for their specific terms from 1 to 3 years for JCC.

-The GR has developed and prepared a set of forms for candidates for state and local offices to assist and simplify their completion and submission. The forms can be filled out online and can be printed by the candidates and submitted directly to the Registrar. **The forms cannot be submitted electronically.** Filing deadlines are approaching for all parties.

- JCC Proposed Election Office Budget and Space needs for upcoming elections was also discussed by the board members. Continuing discussions are pending with the JCC Board of Supervisors regarding these needs.

-There was discussion regarding the County's plan for utilizing the space in the current building at 4095 Ironbound. The Board has not heard back from the County Administration on possible county mixed use of the building. Planning of the approaching of Primary and Fall elections is difficult in the absence of the County's plan for mixed use of the building.

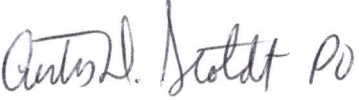
Public Comment- only one of three public observers requested to comment.

The public commenter stated that as a poll watcher as well as an election officer, they noted that there were a large number of absentee ballots dropped in the Drop Box at the Ironbound Vote Center.

Next meeting- Monday February 6, 2023 at 2:00pm. Note, this is not the 2nd Tuesday of the month, in order to meet the requirement for appointment of new election officers and reappointment of current election officers. IAW Virginia Election Laws 24.2-115 Appointment, Qualifications, and terms of officers of election

Adjourn- The meeting was adjourned 12:05p.m.

Respectfully Submitted,


Curtis D. Stoldt DO, Secretary