

JAMES CITY COUNTY ELECTORAL BOARD Draft 12/12/23
Regular Meeting of Tuesday December 12, 2023
1st Floor Meeting Room A
JCC Office of Elections, 4095 Ironbound Rd, Williamsburg, Virginia

Call to Order- Dot Matthews, Chair, called the meeting to order at 10:01 a.m. Others attending were Perry DePue, Vice Chair; Dianna Moorman, Director of JCC Elections/General Registrar; One Staff member; One public guest

1. Approval of Minutes- Vice Chair, Perry DePue moved to approve the minutes from the November 8-14, 2023, Canvass and Provisional Meeting as written and presented to the board. Chair, Dot Matthews seconded the motion. Vote: 2 Yay and 0 nay Minutes Approved.

2. Director of Elections/GR Monthly Report:

a. Staffing –

The Deputy General Registrar- Voter Registration/Training Coordinator position has been filled. The employee will start Dec. 18, 2023. The Front Desk Deputy General Registrar position will open internally this December and will start full time in January 2024. The Registrar is working with JCC Administration to get overlap for a new Absentee Coordinator before the current employee leaves.

3. 2024 Presidential Primary Election Update:

-Early voting begins Jan. 19, 2024. Everything is on track. Staff is working with the third party absentee mailing vendor to make the absentee ballot envelopes more user friendly.

-Election Officer Database is going well and the vendor has agreed to making some changes to the database to make it more user friendly.

-L&A testing is Jan. 12, 2024 starting at 9:00 a.m. in the Office of Elections Meeting Room A.

-Print-on-Demand technology will be implemented for the Early Vote Center. On Demand printers have been ordered. Training will be provided after the beginning of the new year.

4. Announcement of new Vice-Chair for the Electoral Board:

-Kay Cheves has been nominated by the Democratic Party to replace Perry DePue, who will retire on Dec. 31, 2023.

5. Provisional Ballot Hearing Notice Update:

- In accordance with Virginia Election Code the provisional ballot hearing will convene on the day following the election and recess until 10 a.m. on the third business day following the election for all future elections.

Motion: Chair Matthews moved to approve the updated provisional ballot hearing days and times

Seconded: Vice Chair DePue, seconded the motion

Vote: 2 yea 0 nay Passed

6. Farewell to Vice Chair Perry DePue:

-Well wishes and many warm accolades were given to Mr. DePue for his service on the Electoral Board for the past six years.

7. Other Updates:

- JCC New Employee Orientation was held in the Vote Center. It was reported to be a great success.
- Discussed options for a possible split of Roberts B Precinct. There are very limited options for this possible move, if any.

8. Public Comment:

One public comment: Appreciation for Mr. DePue's service on the Electoral Board and to the Office of Elections for running safe and honest elections.

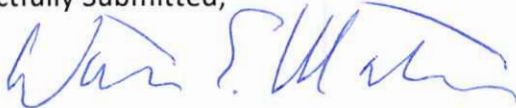
9. Next Meeting- Tuesday January 16, 2024, at 2:00 p.m.

10. Motion to adjourn the meeting was made by Vice Chair DePue.

Second: Chair Matthews.

VOTE: 2 Yea 0 Nay. The meeting was adjourned at 11:15 a.m.

Respectfully Submitted,



Dorothea E. Matthews, Chairman JCC Electoral Board