

September 7, 2017

The Tazewell County Electoral Board met in the General Registrar's office Thursday, September 7, 2017 whereby the meeting was called to order at 1pm by Chair, Emma Hagy. In attendance were Beth Grindstaff, Vice Chair, Sherman Cain, Secretary and Director of Elections, Brian Earls.

A prepared agenda was presented to the Board members at commencement of the meeting. Director Earls advised county attorney Eric Young would arrive for his presentation on precinct agreements which could preempt the agenda schedule.

Beth Grindstaff made a motion for approval of the minutes from the June 13, 2017 meeting; seconded by Emma Hagy; motion carried unanimously.

Director Earls provided the Board with the current list of 14 election official applicants. The Board members reviewed the names and briefly discussed. Sherman Cain made the motion to approve the entire list; seconded by Beth Grindstaff; motion carried unanimously. The following persons were appointed to serve: Cassandra C. Wiggans; Amy Sturgill; Mary L. Smith; Debbi Romano; William T. Heflin; Ric A. Jensen; Mary A. Hayes; Sydney B. Boyd; Seth J. Towler; Halie B. Lowe; John T. Helton; Teresa L. Bailey; Tina R. Cline; and Gerry Gray.

County Attorney Eric Young arrived and provided the Board with an updated license agreement for polling places he had prepared. Director Earls had requested a review of polling place agreements some of which had been in place a long time.

Mr. Young went over the various license provisions and recommendation of several refinements. The provision of a \$50.00 payment to the entity each time we occupy the facility was discussed by the Board and was unanimously agreed upon as insufficient. The Board agreed to double that amount.

The Board was grateful and thanked Mr. Young for providing his expertise in guiding the Board on the license provisions. The Board also commended Director Earls for his prudent decision in requesting the license review.

Director Earls updated the Board on the latest communication from the Virginia Department of Elections regarding the testing of voting equipment. The memo stated that testing on DRE voting equipment was completed and that the departments' recommendation to the State Board of Elections would be to decertify DRE type voting equipment. Further, the memo declared the SBE would be meeting on Friday September 8, 2017 at 2pm to debate and vote on that issue. The memo was in red lettering indicating the urgency.

Discussions ensued over the issue of getting the needed approval signature on the paperwork for the purchase of the new voting equipment. The chosen vendor has provided all requested information and met the payment schedule requested by the county administrator. The decertification of the current equipment was almost a certainty with the next day's meeting.

The Board requested Mr. Young call the county administrator to invite her to our meeting so she could hear the latest word from ELECT. She graciously accepted and promptly arrived. Following a lengthy discussion she did agree to notify the Board of Supervisors of the imminent State Board meeting and likely decertification. Mr. Young did urge her to go forward with the purchase paperwork once the decision comes down. At that point both the county administrator and Mr. Young concluded and were thanked for their time as they left the room.

The agenda resumed whereby plans for the November 7, 2017 General Election were discussed. The Board agreed to central absentee commencing operations at 10am on Election Day. The Board also agreed to commence the canvass on November 8, 2017 at 2pm.

The Board heard from Director Earls regarding additional training time for the election officials due to the new equipment we anticipate we will be getting. The additional training means additional trips to town for the officials. Sherman Cain made the motion to pay an additional \$25.00; seconded by Emma Hagy; motion carried unanimously.

Discussions ensued next regarding election official staffing levels. The Board agreed unanimously on no change from previous staffing levels due to the anticipated next generation of voting equipment and related procedures being new to everyone.

Director Earls discussed various voting/ballot tracking methods for the precincts. The Board agreed to continue use of the ticket system which worked well in past elections.

Director Earls and the Board next discussed the ballot order quantity for November. We agreed on a 75% order.

The Board also agreed to no change from previous years staffing level of voting machine technicians on Election Day. We also agreed to being in the registrar's office at 7:30pm Election Day until the last chief official has cleared.

The Board next considered the type gold seal for the various documents submitted post-election. Cost considerations factored in the decision to use a blank gold seal with the embosser we already have.

In other business Sherman Cain requested a July 18, 2017 letter from the Electoral Board to the individual Board of Supervisor members and county administrator be incorporated into the minutes.

Sherman Cain advised Director Earls there was a U-Haul dealer in town and that it might be a good idea to request them to have at our disposal two trucks for November 6, and 8th 2017. This would be in the anticipation of delivery and return of the new voting equipment. Director Earls and I agreed we each would accompany the county employees as the deliveries were made.

There being no further business Sherman Cain made the motion to adjourn. The motion, seconded by Beth Grindstaff, carried unanimously. The meeting was adjourned at 3:23 pm.

Respectfully submitted:

Secretary

Chairman

Vice Chairman