

June 29, 2023

CALL TO ORDER:

The Tazewell County Electoral Board met in the General Registrar's Office, 2848 Riverside Drive, North Tazewell, Virginia on Thursday, June 29, 2023. The meeting was called to order by Vice Chair, Richard Street at 2pm. Present for the meeting was Director of Elections, Brian Earls, Chief Deputy Registrar, Alicia Kitts and Secretary, Sherman Cain. Board Chair, Irma Mitchell was unable to attend.

No members of the public were present to observe the meeting. An agenda of business items was presented to the board at the commencement of the meeting.

APPROVAL OF MINUTES:

A motion to approve the minutes from the prior board meeting was made and seconded. The motion unanimously carried.

OLD BUSINESS:

OFFICE SECURITY: The Director advised the office entry security door/locking system and counter barrier previously voted for by the Electoral Board is set for install by Highlands Glass on July 14th.

The Board was also informed an asphalt pad/ minor paving project at the entrance to the equipment room will be done around the 14th of July as well. The pad will make it much easier to move the equipment cages in and out of storage.

NEW BUSINESS:

LOCALITY ELECTION SECURITY STANDARDS: Director Earls informed the Board the Cyber Security Intern program is going very well. The team members were introduced to the Board of Supervisors at the supervisors' last meeting. The interns are continuing working on the remediation issues identified in the LESS. Once the interns complete the suggested changes they will be submitted to the Board of Supervisors for final approval.

NOVEMBER 7, 2023 BALLOT: The filing deadline has passed and the certified candidates' names are finalized. The Board examined the roster of names as they will appear on the November ballot.

SECURITY PLAN CERTIFICATION: The Director informed the Board on the Department of Elections recent procedural change regarding the security plan acknowledgement letter. The change required only the signature page needed to be submitted rather than

the entire outline of the security steps. A new signature document was prepared and signed by the Board. The Director will obtain the Chairpersons signature at a later date.

EVALUATION OF GENERAL REGISTRAR: This agenda item was postponed until the full board can meet next. The evaluation is not due until August 1.

OTHER: The Board agreed to a date of July 18th at 10am for an inspection of the Mundy Town precinct.

NEXT MEETING: The Board will meet next on July 27th at 2pm.

ADJOURNMENT: There being no further business a motion to adjourn was seconded and unanimously carried. The meeting concluded at 2:52pm.

Respectfully submitted:

Chairman

vice-Chairman

Secretary