

March 17, 2022

CALL TO ORDER:

The Tazewell County Electoral Board met in the General Registrar's office, 2848 Riverside Drive, North Tazewell, Virginia on Thursday, March 17, 2022. The meeting was called to order by Chair, Cathy McClanahan at 11:10 am. Present for the meeting was Director of Elections, Brian Earls, Deputy Registrar, Alicia Kitts, Secretary, Sherman Cain and Vice Chair, Irma Mitchell. 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:

ELECTRONIC POLL BOOK: Director Earls informed the Board new information had come to light since the October 2021 vote by the Board on the purchase of new equipment. Since the October meeting Director Earls has spoken to several registrars around the state on their experience using equipment from both the vendors previously considered by this Board.

With the testimonials from actual users Director Earls is now of the opinion we should go with the equipment provided by KNOWiNK. The information Director Earls obtained confirms the KNOWiNK equipment is extremely easy to set up and very user friendly. The Board briefly discussed the merits and demerits of both companies. Following the discussion a motion was made to accept the Directors recommendation to purchase equipment from KNOWiNK. The motion was seconded and unanimously carried. The Director indicated he would order immediately.

REDISTRICTING: Director Earls updated the Board on the status following the recent redistricting committee meeting. The pending recommended changes are awaiting final approval.

FLAG POLE: The erection of the pole has been on hold pending a decision on an awning over the entire front of the building. The awning, if erected as envisioned, would include the spot the pole was going to be set up. A second location for the pole previously considered would not interfere with the awning. Therefore the Board agreed in order to expedite the completion of the pole project it should go to the alternate location. Director Earls will contact the S.J. Kinser Company to proceed.

NEW BUSINESS:

OFFICE ADDRESS : Discussions ensued regarding the address of the office being officially changed on correspondence. The previous box number at the Tazewell post office is still in effect but with the need to send out new voter cards to all voters this year the Director felt like it would be an opportune time to make the change. The change would eliminate the cost of a post office box and the inconvenience of running across town to the post office. Following the discussion a motion was made to change the address to the 2848 Riverside Drive address. The motion was seconded and unanimously carried

ELECTION OFFICIALS: The Board reviewed and briefly discussed two recent election applications. Following a brief discussion the motion was made to accept both; the motion was seconded and unanimously carried. Approved were the following: Sandra Musick and Charity Mitchell.

JUNE 21, 2022 PRIMARY/NOVEMBER 8, 2022 GENERAL: The Board discussed the upcoming elections for the year and agreed to a 1:30pm Wednesday canvas start time and 2pm Friday completion time.

SECURITY PLAN REVIEW: The annual security plan is due in May. The current plan had only minor changes with the addition of the SimpliSafe system in the equipment room. The storage area system detects and responds to any entry motion and is smoke

and water sensitive. The Director explained once the wi-fi system is fully operational there will be visual monitoring as well.

LESS COMPLIANCE: The very complicated questions answer process for the Locality Election Security System assessment was completed and submitted according to Director Earls. Our rating is at 89% which is up from the previous submission.

OTHER BUSINESS:

NEXT MEETING DATE: To be determined.

ADJOURMENT: There being no further business to discuss a motion to adjourn was seconded and unanimously carried. The meeting concluded at 12:50pm.

Respectfully submitted:

Chairman

Vice-Chairman

Secretary