

September 13, 2024

CALL TO ORDER:

The Tazewell County Electoral Board met in the General Registrar's office, 2848 Riverside Drive, North Tazewell, Virginia on Friday, September 13, 2024. The meeting was called to order by Chair, Irma Mitchell at 1:00pm. Present for the meeting was Director of Elections, Brian Earls, Chief Deputy Registrar, Alicia Kitts, Vice Chair, Richard Street and Secretary, Sherman Cain.

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 prior board meetings was made and seconded. The motion unanimously carried.

UNFINISHED BUSINESS:

ANNUAL ADA COMPLIANCE: Director Earls advised the Board all minor issues at the precincts have been corrected or updates completed by the county maintenance crew.

MUNDYTOWN PRECINCT: The Board was informed the space used for voting has also been leased for use as an ice cream shop and the exterior has been painted accordingly. The business will not be open on Election Day.

NEW BUSINESS:

ELECTION OFFICIAL APPLICATIONS: Six new applications have been received since the Board last met. Following discussions and review of the applications a motion was made to approve the list. The motion unanimously carried.

Approved were: Larry Hill, Carolyn Craig, James White, Patricia Robinson, Nancy Roberts and David Ulbrich.

EMERGENCY PLANNING MEETING REVIEW: Director Earls and the Board discussed the positives of the meeting, held earlier Friday morning, attended by representatives from various local county agencies and the Western Virginia representative from the

Department of Homeland Security. The purpose of the meeting was emergency preparedness coordination for any event or situation that could arise on Election Day.

NOVEMBER 5, 2024 ELECTIONS: The Board and Director reviewed and discussed proposed election official assignments for the upcoming election. A motion to approve the assignments was made and seconded. The motion unanimously carried.

TRAINING SESSIONS: Director Earls advised the Board of the following schedule for election officials:

October 21, 6pm

October 22, 10am

October 22, 6pm

The sessions will be in the Board of Supervisors room.

BALLOT ORDER: The Director informed the Board ballots have been ordered at the 100 percent level.

ABSENTEE BY MAIL: The Director advised the ballots by mail are required to go out by September 20, 2024.

IMPORTANT DATES AND TIMES: The Director declared the following dates have been set:

L&A TESTING: Thursday September 19, 2024, 8am.

PRE-PROCESSING SESSION 1: Tuesday October 16, 2024, 9:30am

PRE-PROCESSING SESSION 2: Tuesday October 29, 2024, 9:30am

PRE-PROCESSING SESSION 3: Friday November 1, 2024, 9:30am

CANVASSING: November 6, 2024, 1:30pm

POST ELECTION PROCESSING: November 8, 2024, 1:30pm

CANVASS COMPLETION: November 12, 2024, 9:30am

RISK LIMITING AUDIT: November 21, 2024 and November 22, 2024

OTHER BUSINESS: No other items were addressed by the Board.

PUBLIC COMMENT: No citizens appeared before the Board to speak.

OTHER BUSINESS:

NEXT MEETING DATE: The Board agreed to meet October 17, 2024 at 4:30PM.

September 13, 2024

ADJOURMENT: There being no further business a motion to adjourn was seconded and unanimously carried. The meeting concluded at 2:10pm.

Respectfully submitted:

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Chairman

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vice-Chairman

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Secretary