

May 16, 2023

CALL TO ORDER:

The Tazewell County Electoral Board met in the General Registrar's office, 2848 Riverside Drive, North Tazewell, Virginia on Tuesday, May 16, 2023. The meeting was called to order by Chair Irma Mitchell at 2pm. 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 the prior board meeting was made and seconded. The motion unanimously carried.

UNFINISHED BUSINESS:

OFFICE SECURITY: The Director and Chief Deputy updated the Board on the status of the office safety improvements project the Board had previously unanimously voted to implement.

Quotes have been secured from a company in Abingdon and another in Bluefield, WV for the counter barrier and full view passage door into the office, to include a locking system. The quotes are being reviewed for a final decision.

Two interior doors are to be replaced by metal doors with that work to be done by the county maintenance team. Two way radios direct to the Sheriff's office has already been provided by Sheriff Heatt.

NEW BUSINESS:

APPOINTMENT OF GENERAL REGISTRAR: Virginia Election laws require Electoral Boards to meet in May or June to appoint the General Registrar/Director of Elections to serve a four year term. In compliance with §24.2-110 of the code the Board considered the re-appointment of Director Earls.

The Board reiterated the excellent job the Director has done in performing all his legal duties as well as all the supplemental tasks that make for a smoothly run office while providing the public with service beyond expectations. A motion to reappoint Brian Earls for another four year term as General Registrar was properly seconded and unanimously carried. The Board thanked him and Chief Deputy Registrar, Alicia Kitts .

DELEGATION OF ELECTORAL BOARD DUTIES: The Director provided a handout of the Board responsibilities, activity prohibitions, qualifications, disqualifications and desirable characteristics. The Board reviewed and discussed the information provided.

ELECTRONIC PARTICIPATION: The Board was provided a printed copy of the policy recommendations regarding conducting meeting electronically as referenced in §§ 2.2-3707, 2.2-3708, 2.2-3708.1, 2.2-3711, & 2.2-3712 of the Virginia Election code.

Following a discussion and question session the motion was made to adopt the policy as outlined, properly seconded and unanimously carried.

CYBER SECURITY INTERN PROGRAM: The Director updated the Board regarding the approval for two interns to our office commencing June 5 through August 7. The interns will be providing 30 hours service per week during the period.

NOVEMBER 7, 2023 GENERAL ELECTION: Director Earls discussed the current status of candidates for the November election as well as the June 20, 2023, 7pm deadline for other candidate filings.

Regarding the November election the Board agreed on a 2pm canvassing time on Wednesday the 8th; Thursday open depending on need, and final on Monday, November 13th at 12pm.

ELECTION OFFICIALS: The Board reviewed and briefly discussed recent election applications. Following a brief discussion the motion was made to accept the list. The motion was properly seconded and unanimously carried. Accordingly, approved were

Ciana Hicks, Caleb Christian, Halley Cain, Judy Koen, Mackenzie Bolling and Amanda Sokoloski.

OTHER BUSINESS:

NEXT MEETING DATE: The Board agreed to meet June 29th at 2pm.

ADJOURNMENT: There being no further business a motion to adjourn was seconded and unanimously carried. The meeting concluded at 3:20pm.

Respectfully submitted:

Chairman

vice-Chairman

Secretary