

January 5, 2023

CALL TO ORDER:

The Tazewell County Electoral Board met in the General Registrar's office, 2848 Riverside Drive, North Tazewell, Virginia on Thursday, January 5, 2023. The meeting was called to order by Secretary, Sherman Cain at 1:30pm. Present for the meeting was Director of Elections, Brian Earls, Chief Deputy Registrar, Alicia Kitts, Vice Chair, Irma Mitchell and newly appointed Board member, Richard Street.

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:

There were no old business items to discuss

NEW BUSINESS:

ELECTORAL BOARD REORGANIZATION: Discussions ensued pursuant to Virginia Election laws §24.2-106(b) requiring the Board Chairman and Secretary to represent different political parties. Without any disagreement the unanimous decision was for Irma Mitchell to serve as Chair, Richard Street to serve as Vice Chair and Sherman Cain to continue to serve as Secretary.

VIRGINIA ELECTORAL BOARD ASSOCIATION: The 2023 annual meeting and training is to be held this year at the Hotel Roanoke in Roanoke Virginia. The training is starting at 9am Saturday March 25 and runs through 12 noon Monday March 28. At this time the Board and office staff is planning to attend.

BUDGET: Director Earls addressed several budget items for the Boards discussion. Voter cards/envelopes with subsequent mailings to voters is needed to diminish public suspicion, confusion and worry caused by the incorrect information mailed from Richmond to voters last year. The Board concurred with the action plan as presented by the Director and with the cost saving solutions thanks to Alicia Kitts.

The Director declared DS200 battery replacement is needed whereby the Board agreed and recommended ordering as soon as possible. Director Earls also advised a need for additional DS200 units at this time.

Efforts at a nominal salary increase for our part time employee continue. The Director seems optimistic that the increase will be approved. Further, it is hoped the salary for Alicia Kitts can be more aligned with employees in the same position in other county departments and with the same job title in surrounding counties.

ELECTION OFFICIAL APPOINTMENTS: The Board heard recommendations regarding election officials followed by a brief discussion. The Board agrees to the Directors recommendation for a two year appointment instead of the current three. Furthermore, the recommendation is, wherever possible, election officials should be assigned to a specific precinct for their term.

Discussions ensued on the option for split shifts for officials who may prefer working less than a full day. The Board did point out the possible limitations and conditions which could impact the plans success such as increase work load with scheduling, an increase in the number of personnel needed and timely reliability of the workers.

ELECTION OFFICIALS: The Board agreed to defer the vote on the list of recent election official applications until the February meeting.

PRECINCTS: The election officials working at the Mundy Town precinct in November cited a couple areas needing improvement. The officials reported issues with some electrical outlets not working and the parking lot had numerous spaces taken up by large equipment. The matter will be brought to the attention of the building owner.

Director Earls advised the Richlands precinct currently has a total number slightly over the 5000 eligible voter limit. A split precinct in the same building is a possible remedy.

The Board also heard from the Director and briefly discussed satellite offices for the Richlands and Bluefield area. No recommendations or action was taken at this time.

OTHER BUSINESS:

NEXT MEETING DATE: The Board agreed to meet at 2:30pm February 2, 2023.

ADJOURNMENT: There being no further business a motion to adjourn was seconded and unanimously carried. The meeting concluded at 3:33pm.

January 5, 2023

Respectfully submitted:

Chairman

Vice-Chairman

Secretary