

MINUTES: Greene County Electoral Board
Meeting April 5, 2022

The Greene County Electoral Board met on **April 5, 2022** at the General Registrar's office in Stanardsville, Virginia. There being a quorum, the meeting was called to order by Chairman Deborah Turck at 2:00 p.m.

In Attendance

Deborah Turck, Chair
Roberta Culbertson, Secretary
Brian O'Regan, Member

Jennifer Lewis-Fowler, General Registrar
Marshall Eaton, member of the public

Agenda: The General Registrar presented an agenda of administrative matters which was accepted as the meeting agenda.

Minutes: The March 28 minutes were read and approved with revisions.

The Chair officially acknowledged the resignation of Board secretary, Roberta Culbertson, effective December 31, 2022. The Democratic Party of Greene County will be informed.

ADMINISTRATION

Early Voting: General Registrar reported that preparations for Early Voting are in place.

Voting Sites:

- The Chair and General Registrar reviewed arrangements and necessary steps to secure final confirmation on voting and alternative voting sites for the June 21 primary. All but one (alternative) sites are confirmed for the election. All voting site arrangements will be in place by May 15. Chair Turck will learn on April 15 whether or not new HVAC installation at PVCC and Ruckersville Elementary School will require alternate voting sites for the Primary.
- Final approval of the Ruckersville voting site at the Holiday Inn was given by the Board of Supervisors at their March 8, 2022 meeting.
- The Chair requested a review of signs necessary for polling places. Any new, required signs for all precincts will be researched and reported by Chair to General Registrar. Chair will also contact emergency management resources for availability of tents and other support in the event of an emergency.

Training: The Board reviewed the General Registrar's draft of new training materials and accepted them for further development and preparation for training events. This includes expanded training in some areas, support for new officers and chiefs, and detailed training for action in emergencies. The Board voted to include policy concerning use of PPE in the June primary in training materials. Procedures regarding voluntary use by election officials and

availability of masks, gloves, paper plates for cards, hand sanitizer, and booth cleaning will be drafted by Board Secretary with assistance of the General Registrar. Any policy will be contingent upon the level of risk from Covid-19 or other pandemic disease.

Officers of Election: The General Registrar reported that the county needs to find more volunteers to serve as election officers as many are reaching retirement age. There is also a need for assistant chiefs.

Publicity Regarding Changed Polling Locations: The General Registrar reported on a significant effort underway to inform the citizenry of changes in polling locations in the county. Nothing can be officially begun until final approval for redistricting lines as approved by the Greene County Board of Supervisors is received from the State Board of Elections.

- Forthcoming tax bills will include information on precinct changes
- Board of Supervisors will announce at each meeting
- Postcard will be sent to all voters
- Special letter to be sent to voters affected by precinct changes
- The newspaper will include articles about the changes
- Posters and flyers will be posted in public places, including commercial establishments, Parks and Recreation, the Library, and county buildings.
- Television Stations will be asked to include Greene County changes in coverage
- Information will be given to churches, local groups, and the parties to distribute or announce to their membership.
- The Secretary and the General Registrar will develop a website posting and general wording for materials.

In addition, election day officers will be trained to redirect people to correct polling locations, and there will be an information officer stationed at the Registrar's office to direct voters as well.

CLOSED SESSION

The Chair announced the need to enter a closed meeting at 4:00 p.m. in accordance with Code of Virginia FOIA statute 2.2-3711; "Closed meetings authorized for certain limited purposes," section A, paragraph 19: "Discussion of plans to protect public safety...or specific cybersecurity threats...where discussion in an open meeting would jeopardize the safety of any person or the security of any facility, building, structure, information technology system, or software program..."

The Chair stated that the purpose of the meeting was to review and update plans for compliance with administrative and security standards provided by the Virginia State Department of Elections for 2022-23, and to assess training needs with respect thereto, specifically the Voting System Security Program Plan, due May 6, 2022.

The Chair moved to close the meeting and the Board agreed by voice vote at 4:04 p.m.

Closed Session to Open Session

Returning to the open meeting at 4:20 p.m. the Chair asked for a certification by individual voice vote that only the topic of the purpose of the meeting was discussed during the closed meeting.


Brian O'Regan made a motion to that effect and all members certified the content of the meeting was only that defined prior to the meeting. It was moved, seconded, and voted that the Voting System Security Plan due to the Department of Elections on May 6 be approved.

There being no further business, the Chair adjourned the meeting at 4:30 p.m.

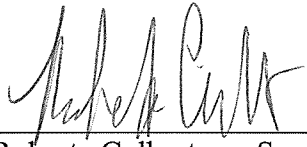
Respectfully submitted,

Roberta Culbertson, Secretary

Approved:



Debbie Turck, Chair



Roberta Culbertson, Secretary



Brian O'Regan, Vice-Chair