

FINAL MINUTES

FREDERICK COUNTY ELECTORAL BOARD

October 12, 2017

The Frederick County Electoral Board met on Thursday, October 12, 2017. Present were Chairman Richard Venskoske, Vice-Chair Marie Straub, Secretary Jerry Zemlachenko, Registrar Rick Miller and Assistant Registrar Diane Lockhart.

The Chairman called the meeting to order at 5:30 pm. Upon motion by Secretary Jerry Zemlachenko, seconded by Vice Chair Marie Straub, the agenda was adopted as presented 3 – 0.

Upon motion by the Secretary, seconded by the Vice Chair, the minutes of the 9/29/2017 meeting were approved as presented 3 – 0.

Planning for the November 7, 2017 General and Special Elections were conducted as follows:

Officers of Election Update - 158 Officers of Election have confirmed they can come to training and work the election. Only 1 more Officer is needed to reach predetermined number of 159. 10 Officers have said they need to come to the make-up training session. All 21 precinct chiefs and Assistant chiefs are coming to the Special Trainings on Thursday, October 19 – 11 precincts and on Friday, October 20 – 10 precincts.

Logic & Accuracy Tests are scheduled for Monday, October 23 and Tuesday, October 24 starting at 9:00 am on both days. Neither political party has responded that they will send a representative.

Reviewed Officer of Elections training day schedule for Saturday, October 28, 2017, including receiving the latest draft training schedule. Set up will be on Friday, October 27 starting at 2:00 p.m. in the Board of Supervisors Room. All assignments and all training materials were discussed.

Precinct numbers have been put on 12 different election items including all voting machines, equipment and material supply holders.

Central Absentee Precinct training will take place on Thursday, November 2, 2017 at 5:30 pm in the Registrar's Office.

Make-up Training session for Officers of Election will take place on Tuesday, October 31, 2017 at 5:30 pm in the Registrar's office.

Chris Walker, representative of the National Federation of the Blind local chapter called and asked if he could speak to both sessions of the Officer of Election training on Saturday, October 28, 2017 as he has done in the past.

The Electoral Board unanimously agreed and asked the Registrar to contact Mr. Walker. The board also suggested he speak at the end of the first session and the beginning of the second session to make his stay more convenient to his schedule.

The Registrar spoke about being contacted by Sheriff Millholland and Chief Deputy Hawkins about the November 2017 elections. The Registrar will send them a list of all precincts and their chief officers.

Reviewed the opening and closing instructions for the voting equipment for the November 2017 elections. These instructions will be placed in all officer of election training manuals.

A brief discussion about curbside voting was held. The Registrar reported that the 2 rental trucks have been rented for transporting the voting equipment on Monday, November 6 and retrieving the voting equipment on Wednesday, November 8, 2017. A discussion was held on mentioning at OE training of the possibility of a Special Election in January 2018. The board decided to do this. One supply item in each precinct's ditty bag of supplies was discussed. Our required election information ad ran in The Winchester Star on Wednesday, October 4, 2017. The need to mark all sets of voting machine keys with precinct name and number was discussed.

Our Election night reporting will now use a special portable work IT table, about 5 feet wide and 3 feet high to show our election results in our office. The Registrar and Assistant Registrars will be able to post our results as they are received from the precincts on our Unofficial Results Tally Sheet. Another additional service for election reporting is being looked at by the IT department.

Precinct packing bags and setting up laptops will take place on Sunday, November 5, 2017 starting at 9:00 am. All board members, the machine technician and the registrar will be on hand.

Election Day schedule was tabled and will be discussed at a later date.

The Canvass for the November 8, 2016 Elections will start at 12:00 noon on Wednesday, November 8, 2017.

Under Registrar business the following topics were presented and discussed:

The Electoral Board and General Registrar budgets for 2018- 2019 need to be submitted by Monday, November 28, 2017. The registrar suggested and the electoral board agreed to meet on Thursday, November 16 at 5:30 pm to discuss the budgets and other topics.

The Registrar reported that both the Virginia Electoral Board Association (VEBA) and the Voter Registrars Association of Virginia (VRAV) have approached the Virginia Department of Elections (ELECT) to see if the annual mandatory training for electoral boards and registrars could be combined with the VEBA annual meeting at The Homestead in late February or early March. This issue is under review by ELECT. If this is not feasible, ELECT is already working on dates and location for the annual training in 2018. ELECT hopes to get this information out by December 2017.

The Registrar reported Virginia was one of the 21 states Russia "targeted" in the 2016 elections. The significant difference is "targeted" does not mean "hacked".

The next Electoral Board meeting will be held on Wednesday, November 8, 2017 at 12:00 noon for the provisional and regular canvass of the Tuesday, November 7, 2017 General and Special Elections in the Registrar's office.

The following Electoral Board meeting to review the November 7, 2017 elections and finalize the 2018-2019 Electoral Board and Voter Registrar budgets will be held on Thursday, November 16, 2017 at 5:30 pm in the Registrar's office.

No further business was presented to the Board.

Being no further business, a motion was made by the Vice Chair, seconded by the Secretary that the meeting be adjourned. Motion passed 3-0. The meeting adjourned at 6:48 pm.

Jerry Zemlachenko
Secretary

APPROVED:  Chairman

 Vice Chair

 Secretary

DATE: 11/8/17