



FREDERICK COUNTY ELECTORAL BOARD

Mary Strenko

Kay Dawson

Lynnette Embree

343 Sunnyside Plaza Drive, Winchester, Virginia

Chairman

Vice-Chairman

Secretary

22603

Final Minutes

Frederick County Electoral Board

Monday, September 9, 2024

The Frederick County Electoral Board met on Monday, September 9, 2024. Those present were Chairman Mary Strenko, Vice-Chairman Kay Dawson, Secretary Lynnette Embree, Registrar Rich Venskoske, Senior Deputy Registrar Diane Lockhart and Deputy Registrar Elaine Lassiter.

Guests: Nanci Bowers, Sherry Long, and Tabitha Reeves from The Winchester Star.

- 1.) Chairman Mary Strenko called the meeting to order at 8:30 a.m.
- 2.) A motion to adopt the agenda was made by Secretary Lynnette Embree and seconded by Vice-Chairman Kay Dawson. The motion passed unanimously.
- 3.) A motion to approve the minutes from August 12, 2024, was made by Vice-Chairman Kay Dawson, seconded by Secretary Lynnette Embree and passed unanimously.
- 4.) Old Business:
 - a. Deputy Registrar Lassiter gave an update on the progress of the new Chief and Officer of Election manuals. They are almost complete. Training for Officers of Election for the November 2024 General Election will occur on Saturday, October 19, 2024, at the Round Hill Fire and Rescue Event Center from 10:00 a.m. to 2:00 p.m. with one make-up training scheduled for Monday, October 21, 2024, at 5:00 p.m.
 - b. An Open House was held on Wednesday, August 28, 2024, at the Office of Elections. Nineteen people attended the event.
 - c. The Gore precinct at North Mountain Fire Hall will need additional signage to meet ADA compliance. Curbside accommodations are available to assist voters who need assistance due to a physical impairment.
 - d. Early voting for the November 5, 2024, General and Special Election begins on Friday, September 20, 2024.

5.) New Business:

- a. 7,200 folded ballots (10% of each precinct's total voter number) and 49,900 flat ballots (70% of each precinct's total voter number) have been ordered for the November 5, 2024, General and Special Election.
- b. Logic and Accuracy (L & A) testing will be done on all voting equipment being used for early voting on Tuesday, September 17, 2024, beginning at 9:00 a.m. There are 89 ballot styles for the November 2024 election.
- c. The Electoral Board will have a closed work session on Monday, September 16, 2024, beginning at 8:30 to begin the assignment of Officers of Election for the November 2024 election.
- d. There are currently over three hundred approved Officers of Election.
- e. Election Rovers – The Electoral Board will handle delivering extra ballots to the precincts. Additional Officers of Election will handle other supplies to the precincts. Vice-Chairman Kay Dawson made a motion to approve two Election Rovers for the November 2024 election. Secretary Lynnette Embree seconded the motion, and the motion passed unanimously.

6.) Registrar Business:

- a. Registrar Venskoske will attend the Frederick County Board of Supervisors meeting on Wednesday, September 11, 2024. An additional \$25,000.00 has been requested for postage for the November 2024 election. The Finance Committee has approved this request, and the request has been forwarded to the Board of Supervisors for final approval.
- b. Two additional Ballot on Demand printers have been ordered along with additional supplies. Registrar Venskoske expects the additional printer to arrive before the beginning of early voting.
- c. An Election Day schedule will be placed in an ad in The Winchester Star, posted on the Frederick County website and posted outside of the Office of Elections office.
- d. The Finance Department and Registrar Venskoske are working on a contract with Calvacere, the company that acquired DemTech/Civix. Registrar Venskoske is hopeful this contract will be completed soon.
- e. Miscellaneous – Work on the room to be used by Frederick County Fire & Rescue will begin soon. This will occur during early voting as Valley Health has given a November 1, 2024, deadline for their items to be removed from Winchester

Medical Center. Parking lot lights will also be addressed during this time. Either additional lights will be erected, or trees trimmed so the parking lot lights can be seen.

- f. There will be a Risk-Limited Audit (RLA) after the November 2024 General and Special Election for the U.S. Senate race. A second Risk-Limited Audit for batch comparison for the 6th Congressional District may happen.

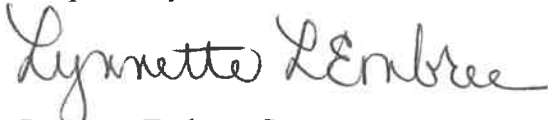
7.) Citizen Comment:

- a. Registrar Venskoske and the Electoral Board heard comments from Nanci Bowers and Sherry Long.

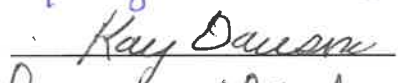
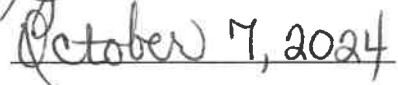
8.) A motion to adjourn was made by Vice-Chairman Kay Dawson, seconded by Secretary Lynnette Embree and passed unanimously. The meeting adjourned at 9:48 a.m.

9.) The next meeting of the Frederick County Electoral Board is scheduled for Monday, October 7, 2024, at 8:30 a.m.

Respectfully,



Lynnette Embree, Secretary

 Chairman Vice-Chairman Secretary Date