

Northumberland County, Virginia
Electoral Board
Meeting Minutes

Date: March 13, 2018	Chair: Marion Cockrell	Present
Start: 9:45 AM	Vice Chair: Ed Johnson	Present
Adjourned: 10:45 AM	Sect: Joe Schlatter	Present

Meeting called to order by Chair Marion Cockrell.

New member Ed Johnson present via telephone. No members of public present. General Registrar Kathy Devemport available on-call.

Agenda

- Elect Vice-Chair
- Approve February 20 minutes
- Officer of Election survey participation
- Consider part-time Officers of Election
- Meet with Boards from neighboring counties
- Syd Garris finance account
- Fund transfer
- Ballot count for June primary
- Logic and Accuracy testing schedule; June primary
- Officer of Election assignments; June primary
- Training for June primary
- EPB training

Elect Vice-Chair

Departure of Marge Rankin requires replacement for Vice-Chair. Ed Johnson nominated, seconded, approved as Vice-Chair.

Officer of Election survey participation

Board considered request for Officers of Election to participate in survey by Skidmore College, NY, professor.
The survey is online. Board decided to inform all OE of the survey at training; participation is voluntary; OE can participate as they wish.

Consider part-time Officers of Election

Board discussed use of part-time OE to allow half-day work on election day.
Board discussed. Based on experience of Lancaster County, Board decided not to proceed with part-time OE, unless future demand occurs.

Meet with Boards from neighboring counties

Board decided there is merit in contact with neighboring county Boards of Election, possibly meet with them from time to time.
Table further discussion of this matter until after June 12 primary.
Secretary will contact neighboring registrars for contact information of their Boards.

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Syd Garris finance account

Syd Garris, 2015 candidate for District 4 Board of Supervisors, died suddenly in February. His online campaign finance account is still open. Secretary will contact family, county Democratic Party chair, and Garris' campaign treasurer to close account.

Fund transfer

Received letter from County Administrator approving Board's request to transfer \$1,500 from budget category 1301-7002 (Capital Outlay) to budget category 1301-3004 (Repairs & Equipment) to pay for June 12 primary voting machine programming.

Ballot count for June primary

Board approved ordering ballots for June 2018 primary equal to **25 percent of registered voters per party:**

- **2,400 Republican ballots**
- **2,400 Democratic ballots**

Logic and Accuracy testing schedule; June primary

L&A testing of machines for CAP (one scanner, one writer; plus, one scanner and one writer as spares): April 20 or 23, 9:00 AM, depending on receipt of ballot order.

L&A testing of machines for all precincts including all spares: May 15, 9:00 AM

Officer of Election assignments; June primary

Board made OE assignments for June 12 primary; see attached OE assignment sheet

Training for June primary

Board decided to conduct OE training on one day by:

- **Do away with separate Chiefs' training**
- **Combine three precincts per session**

Training: May 22; Sheriff's Office training room

- **9:00 AM - 12:00 Noon: Precincts 4, 3A, 1**
- **1:00 - 4:00 PM: Precincts 5, 3B, 2**

Make-up training: June 5, 9:00 AM - 12:00 Noon

EPB training

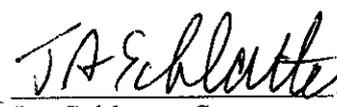
General Registrar Kathy Davenport and Assistant Registrars will conduct detailed Electronic Pollbook Training for selected Officers of Election. GR will contact trainees, schedule and conduct training.

Next meeting: April 10, 9:30 AM

Meeting adjourned at 10:45 AM.


Marion Cockrell, Chmn


Ed Johnson, Vice Chmn


Joe Schlatter, Secretary