

Northumberland County, Virginia  
Electoral Board  
Meeting Minutes

Date: December 2, 2020	Chair: Rodger Meredith	Present
Start: 9:00 AM	Vice Chair: Ed Johnson	Present
Adjourned: 12:00 NOON	Sect: Joe Schlatter	Present

The Northumberland County Electoral Board met at the General Registrar's office on December 2, 2020.

No members of public or representatives of political parties were present. General Registrar available on call.

Agenda

- Hazard pay
- School Board certification
- Review of Nov 3 election procedures
- Schedule for 2021
- Other business

Hazard pay

Board approved COVID hazard pay for Officers of Election, Registrar, Deputy Registrars, and EB members to be paid from CARES Act funds.  
Hazard pay list submitted to County Administrator, no response as yet.

School Board certification

School Board candidate for District 3 has completed all reports; certificate prepared, Secretary will deliver to School Board.  
School Board candidate for District 2 has not completed all reports; certificate prepared but cannot be released until reports completed. Secretary signed memo to School Board advising them of situation

Review of Nov 3 election

Board reviewed results of last week's meeting with precinct Chiefs.  
Need to re-institute separate training for Chiefs and Asst Chiefs.  
Use Chief's book as basis for training.

Focus on opening and closing.

Most problems were associated with closing; Board will revise opening and closing checklists.

Ensure checklist of contents for metal briefcase is affixed to case.

CAP and early voting

Use separate scanner for early voting and CAP.  
CAP does not need to come in on Friday to process late-arriving absentee ballots; Board and Registrar will do this.

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Early voting needs two teams, each with a Chief and Asst Chief.  
Train all team members early, at least one week before start of early  
voting.

Other business

June primary may be delayed because of redistricting.  
Board and Registrar will consider using building for early voting with small team,  
possibly only two Officers of Election, based on political parties' decision on primaries.

Ms. Marlene Jackson will leave her position as Deputy Registrar at the end of 2020.  
Registrar and Board will recognize her service with appropriate gift and meeting to be  
determined.

Next meeting: No January meeting. Next meeting 9:00 AM, February 2, 2021.

There being no further business, meeting adjourned at 12:00 noon.

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signed \_\_\_\_\_  
Rodger Meredith, Chmn

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signed \_\_\_\_\_  
Ed Johnson, Vice Chmn

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signed \_\_\_\_\_  
Joe Schlatter, Secretary