

Northumberland County, Virginia
Electoral Board
Meeting Minutes

Date: October 6, 2020	Chair: Rodger Meredith	Present
Start: 9:15 AM	Vice Chair: Ed Johnson	Present
Adjourned: 11:15 am	Sect: Joe Schlatter	Present

The Northumberland County Electoral Board met at the General Registrar's office on October 6, 2020.

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

Agenda

Assign Officers of Election for Nov 3 General Election
Other matters for Nov 3 General Election
Security
COVID
Training

Assign Officers of Election

Board assigned Chiefs, Asst Chiefs, and Officers of Election for five precincts and Central Absentee Precinct

Nov 3 election security

Sheriff Beauchamp will have extra deputies on duty to observe polling places.
In the event of disturbance, Precinct Chiefs will (1) investigate, (2) call 911, (3) call Registrar's office.

COVID procedures

Voting booths will be separated by minimum of six feet
OE will wear gloves, change gloves frequently
Voting booths and pens will be wiped down after each use
PollPad operators will not handle voters' ID; check ID without touching
OE will wear masks
Post signs requiring masks. If voter refuses to wear mask, do not challenge.

Training

October 20, St. Stephens Church
10:00 AM: Precincts 1, 2, 3
1:00 PM: Precincts 4, 5
Make-up training, Oct 27, Registrar's office, 10:00 AM

Drop-off absentee ballots

State Board of Elections requires facilities for voters to drop off absentee ballots at each precinct. GR will purchase ballot bags for each precinct; training will include instructions for all personnel on how to handle absentee ballots dropped off at precinct.

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Other business

Board will distribute ballots to precincts Oct 13, 9:00 AM.

There being no further business, meeting adjourned at 11:15 AM.

 signed
Rodger Meredith, Chmn

 signed
Ed Johnson, Vice Chmn

 signed
Joe Schlatter, Secretary

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Date: October 13, 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 October 13, 2020.

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

Agenda

- Ballot drop-box
- Status of part-time salaries
- Status of absentee ballot processing
- Sort ballots for precincts

Ballot drop-box

Registrar has purchased ballot bags and seals for each precinct. During training, will cover procedures for how to handle absentee ballots returned to precincts, both completed and surrendered.

Status of part-time salaries

The two part-time Assistant Registrars have exceeded part-time allowances to this point in fiscal year. GR requested guidance on how to handle because, if this continues, will exhaust budget. After discussing with GR, Board decided to reduce hours beginning after Nov 3 election. This will reduce part-time salaries through remainder of fiscal year to within budget limits.

Status of absentee ballot processing

As of Oct 9: 1,515 applications received; 1,212 mailed out; remainder in process, will be mailed within next two days. Approximately 15 require curing; GR has sent letters to all voters whose absentee ballots require curing.

Sort ballots for precincts

Electoral Board sorted ballots for precincts; placed ballots in boxes, sealed and labeled boxes. See chart for ballot assignments.

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Precinct	Ballot Style	# Voters	# of Ballots	# of packets issued	Ballot package serial number	
					Start	End
0101 - Callao	1	1,573	1,000	20	3,301	4,300
0201 - St Stephens	2	1,924	1,000	20	8,701	9,700
0301 - Fairfields UMC	3	1,666	1,000	20	10,301	11,300
0401 - Wicomico Parish	1	2,194	1,500	30	4,301	5,800
0501 - Fairfields VFD Reedville Station	1	2,192	1,500	30	5,801	7,300
Total issued						
Style 1			4,000			
Style 2			1,000			
Style 3			1,000			

Other business

Make-up training, 10:00 AM, Oct 27, Registrar's office
Before make-up training, EB will organize trailer, add PPE supplies for precincts to trailer.

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

signed
Rodger Meredith, Chmn

signed
Ed Johnson, Vice Chmn

signed
Joe Schlatter, Secretary