

Northumberland County, Virginia  
Electoral Board  
Minutes

Date: December 8, 2021	Chair: Austin Schmidt	Present
Start: 9:30 AM	Vice Chair: Ed Johnson	Present
Adjourned: 11:00 AM	Sect: Joe Schlatter	Present

Northumberland County Electoral Board met on December 8, 2021, at the Registrar's Office. Present were EB members; General Registrar; Robert Headley (County IT Director); Michael Bergamo (CodeBlue representative); no members of the public present.

**Agenda**

- Approve minutes from previous meetings
- County IT Director and CodeBlue Representative discuss cybersecurity measures; FY22-23 contract
- Action: One School Board candidate did not file final financial report
- Discuss and decide how to handle Kilmarnock Town voters in District 4
- Review status of County redistricting
- Review FY22-23 draft budget (due Jan 30)
- Other business
- Next meeting: Tuesday, January 11, 2022

Approve minutes from previous meetings  
EB approved, signed minutes from Oct 13, Nov 3 & 4.

County IT Director and CodeBlue Representative discuss cybersecurity measures; FY22-23 contract  
Michael Bergamo, CodeBlue rep, discussed following matters with EB and GR:

- Described the status of cybersecurity protection for Registrar's computer network.
- CodeBlue will provide FY22-23 contract figures for EB draft budget.
- CodeBlue will provide training for EB and GR personnel as well as preparing cybersecurity manual.

Robert Headley updated status of various actions:

- EB members now have County email addresses which should be used for official communications.
- Three new computers for GR on-hand, being set up, security software to be installed.

Action: One School Board candidate did not file final financial report  
All candidates are now filing financial reports electronically with ELECT. GR will send letter to the candidate who is late with filing.  
Board voted to fine candidate \$100 per Code of Virginia 24.2-953ff.

Discuss and decide how to handle Kilmarnock Town voters in District 4  
Town elections moved from May to November. Approximately 40 voters in Kilmarnock Town live in Northumberland County District 4 thereby requiring a certain number of District 4 ballots to list Town candidates.

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Hart rep informed EB that they can print different ballot styles for the small number of Town voters as well as programming scanner and TouchWriter to recognize Town voters. Town voters will be identified as such in PollPad.

GR will review reporting requirements with Lancaster County GR and ELECT.

EB will train District 4 Officers of Election how to process Town voters.

Review status of County redistricting

Board of Supervisors has appointed civilian reps from each district who will meet with County Planner and County Executive to review proposed redistricting. GR and EB Secretary will attend; date not yet set.

Review FY22-23 draft budget (due Jan 30)

Secretary has prepared draft budget, waiting on CodeBlue contract estimate. Secretary will provide draft budget prior to January meeting for review.

Other business

Precinct Chiefs:

- Precinct Chiefs for District 2, 3, and 5 stated after Nov 2021 election they will not continue to serve. EB needs to contact all three to confirm.
- Possible precinct chiefs are:
  - Precinct 2: No suggestions.
  - Precinct 3: Lynn Balderson (EB Secretary will contact.)
  - Precinct 5: Ben Greene (EB Secretary will contact)
- Board organization. Republican governor takes office on Jan 15, 2022; Board makeup should reflect two Republican Party members, one Democratic Party member.
  - Democratic Party members:
    - Schlatter, term expires 12/31/2022
    - Johnson, term expires 12/31/2023
    - Vice-Chairman Johnson stated that he preferred to leave Board at end of 2022, permitting Secretary Schlatter to be re-appointed as Democratic Party member, allowing Vice-Chairman position to be filled by Republican Party effective 1/1/2023.
- GR asked Board authority to close office on Dec 27 to accommodate additional hours that GR and staff worked during Nov election. EB approved.

Next meeting: Tuesday, January 11, 2022; 9:30 AM

There being no further business, meeting adjourned at 11:00 AM.

  
Austin Schmidt, Chmn

*Telephone contact*  
Verbal Approval  
Ed Johnson, Vice Chmn

  
Joe Schlatter, Secretary