



Northumberland County, Virginia Minutes of Electoral Board Meeting



Date:	Feb 13, 2024	Member Attendees		Present
Location	Registrar's Office	Chair:	Joe Schlatter	Yes
Call to order	9:45 AM	Vice Chair:	Austin Schmidt	Yes
Adjourned	11:15 AM	Sect:	Bob Heller	Yes
Others Present	Kathy Davenport (when needed)			
Guests Present:	No members of the public or political party representatives were present.			

Previous Minutes: January 2024 Minutes approved and posted 2/1/24.

Agenda Items:

- ❖ Officer training for March 5 Primary
 - The board discussed the requirements specific to conduct of this “dual” primary.
 - Chief/Asst. Chief Officers will be trained Tuesday, Feb 20th at the Northumberland Sheriff’s office and new EOs on Wednesday, Feb 28th.
 - Training specifics will include ELECT advisory & What If docs, reporting requirements, Ballot differences, EO assignments, & updated role binders.
 - Officer training will be role based using a mock election format. There are six new EOs for this election and three experienced EOS which did not attend the October '23 training. Interested experienced officers will be welcomed to participate if desired.
- ❖ Electoral Board budget:
 - The FY 24-25 budget has been submitted to county administration as required on Jan 31.
 - The potential for complete voting equipment upgrades to VVSG 2 standards, as required by the U.S. Election Assistance Commission (EAC) has been a future possibility potentially having considerable impact on FY 25-26 budgeting.
- ❖ Shared calendar
 - The County IT department has created a “shared” calendar for the Electoral Board in the MS Office 365 platform. EB members and staff should use it.
- ❖ Following adjournment of this regular meeting the Board will conduct the required L&A Testing for the March 5 Primary Election equipment.

Action Items:

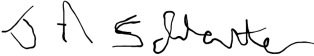
- ❖ The secretary will prepare agendas for both training sessions.
- ❖ The Secretary is scheduled for a conference call with Hart InterCivic on Feb 15 to discuss the EAC requirements and upgrade impacts.

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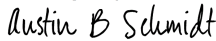
Signed and accepted on:

Date: February 21, 2023


Joe Schlatter Chair

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Austin Schmidt Vice Chair

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Bob Heller Secretary

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