



Northumberland County, Virginia Electoral Board

The Northumberland County, Virginia Electoral Board (EB) conducted a meeting held at the Registrar's Office, 45 Back Street, Heathsville, Virginia, 22473 on 12 February 2026. The following notes summarize discussions and decisions.

Meeting Attendance:

Austin Schmidt, Electoral Board Chair
Joseph Rosenthal, Electoral Board Vice Chair
Wayne Hausser, Electoral Board Secretary
Kathy Davenport, Registrar

Meeting Documents

A ELECT Urgent Advisory, 2 Feb 2026

B Revised Election Schedule for 21 April 2026 Special Election

Agenda

- Previous meeting taskings
- Special Election Ballot Requirements
- 6 February 2026 URGENT ELECT Advisory
- Precinct Officer Updates
- Taskings prior to next Electoral Board meeting

Meeting Minutes

1. Meeting called to order at 2:35 pm following delay from technical issue.

2. February 3 - Meeting Tasking Status

- ☐ Chair to schedule Sheriff's conference room for Training (1 April 2026)
- ☒ Change website for date of Meeting to 3 March
- ☐ 12 Feb Board of Supervisors Meeting, 5 pm – Budget
- ☐ Secretary will contact Precinct Officers in the next two weeks

3. Special Election Ballot Quantities

- Assumptions based on previous election
 - 70% of registered voters will vote and 30% will vote early or vote absentee
 - Ballots should be ordered 40% of voters
- With rounding up to tens, the per Precinct requirement is listed in the following table.

Precinct 1	800
Precinct 2	830
Precinct 3	810
Precinct 4	930
Precinct 5	1,000
Total	4,370

4. Satellite Office

- Based on interpretation of 24.2-701, and initial guidance from the Commonwealth Board of Elections, the requirement for a satellite office can be met with a voting machine located in the Registrar's Office during the early voting period.
- There is no requirement for a separate physical satellite location in Northumberland.

5. Registrars Update for April Special Election

- The Commonwealth of Virginia Board of Elections has instructed that County EBs should prepare for the 21 April 2026 Special Election with an understanding that the final decision on this election should occur the week of 6 March 2026.
- Everything is ordered awaiting the quantities discussed in Paragraph 3.
- Ballots are approved ahead of schedule. Posters, brochures, and notices are complete.
- LABS service discussed and decision was made that the service was not necessary for this election.
- Absentee Mailing material should be completed 13 February 2026, but the mailing will not occur until 6 March 2026.
- Machine Programming will be 3 March for early voting machines and 16 March for Election Day machines.

6. Precinct Officer Rosters




PreProcess Team	3
Precinct 1	5
Precinct 2	11
Precinct 3	6
Precinct 4	10
Precinct 5	25
Subtotal	60
Status Unknown	3

- Vice chair will call officers with no emails, and people that have submitted interest but are not yet appointed. 10

7. Taskings prior to 3 March 2026

- ☐ Chair to schedule Sheriff's conference room for Training (1 April 2026)
- ☐ Change website for date of next Meeting back to 10 March
- ☐ 12 Feb Board of Supervisors Meeting, 5 pm – Budget
- ☐ Secretary will contact Precinct Officers in the next two weeks

Minutes Review and Approval

<u>Board Member</u>	<u>Signature</u>	<u>Date</u>
Austin Schmidt, Chair		<u>12 FEB 2026</u>
Joseph Rosenthal, Vice Chair		<u>12 Feb 2026</u>
Wayne Hausser, Secretary		<u>12 Feb 2026</u>



★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

Official ELECT Advisory

DATE: February 6, 2026

SUBJECT: **[URGENT]** Special Election April 21, 2026 for Proposed Constitutional Amendment on Redistricting

WHY THIS IS NEEDED: During the 2026 Regular Session of the General Assembly, legislators passed and the Governor signed [House Bill 1384](#) designating a Proposed Constitutional Amendment question to be presented to voters in an April 21, 2026 Special Election.

HOW THIS AFFECTS YOU: **There will be a special election on April 21, 2026 for all Virginia localities.**

- ELECT has already entered the Special Election and the Constitutional Amendment contest into VERIS.
- Election information and deadlines are posted on the Upcoming Elections page on ELECT's website.
- According to [Va. Code § 30-19.9](#), ELECT must provide General Registrars with "copies of an explanation of such amendment to be placed at each registration site in sufficient number to provide a copy to any interested person, and to election officials to be posted at the polling places on the day of the election."
 - Once the official Proposed Constitutional Amendment Explanation is approved by the General Assembly, the explanation will be posted on ELECT's website and ELECT will place the order for materials.
- **You should have already ordered Proposed Constitutional Amendment Explanation brochures and posters** to provide to voters and post in polling places and at early voting sites (see 2/2/26 Official ELECT Advisory). The estimated delivery date will be communicated in a separate advisory.
- All versions of the **Absentee Ballot Instructions** have been revised to include a link to the explanation on ELECT's [website](#). Absentee Ballot Instructions are located in FormsWarehouse > [Absentee](#). **You must use these revised versions for this Special Election**; older versions

cannot be sent to voters.

ACTION ITEMS:

1. **Submit ballot proofs to ELECT using the [Formsite submission form](#) as soon as possible.** Each locality will have only one ballot style to upload. See below for the exact language that should be placed on each ballot:

Proposed Constitutional Amendment

Question: Should the Constitution of Virginia be amended to allow the General Assembly to temporarily adopt new congressional districts to restore fairness in the upcoming elections, while ensuring Virginia's standard redistricting process resumes for all future redistricting after the 2030 census?

- a. Ensure the Proposed Constitutional Amendment language on your ballots matches the language above, with a space for voters to select "Yes" or "No." See pages 36 and 37 of the [SBE Ballot Standards](#).
 - b. Ensure both the precinct name and number are included in the header or footer of the ballot.
 - c. Ensure the ballot header says **Special Election**, and not General or Primary election. See page 14 of the [SBE Ballot Standards](#).
 - d. Ensure that the ballot instructions tell the voters they are voting on **an issue**, not a candidate. See page 16 and 17 of the [SBE Ballot Standards](#).
 - e. Ensure there is a seal, or seal placeholder on the back of the ballot. See pages 38 and 39 of the [SBE Ballot Standards](#).
 - f. To make ballot proofing more efficient, please provide the file you submit to ELECT in a **pdf format that is searchable**. The file the print vendor provides you should already be formatted in this way. If there is confusion on this ask, please consult with your print vendor.
2. Provide the revised Absentee Ballot Instructions (rev. 2 /2026) with all absentee ballots. Translated versions will be posted as soon as available.
 3. If you have not already, complete the [Direct Delivery Order Form](#) by COB today. Please refer to the advisory sent on Monday, February 2nd for more information.

- a. Once received, provide Proposed Constitutional Amendment brochures at registration sites within your locality.
 - b. Once received, provide at least one Proposed Constitutional Amendment poster for each polling place and early voting site within your locality.
 - c. If more are needed beyond your initial direct delivery shipment, order more brochures and posters through the standard [Election Materials Order Form](#).
4. Complete your Pre-Registration hopper for all voters who will turn 18 by the November 2026 General. They are eligible to vote in this Special Election.
5. **Attend ELECT's webinar on Tuesday, February 10th at 2pm.**
 - Link: <https://covaconf.webex.com/covaconf/j.php?MTID=m312e30698e9d9aef26b95d71d1e8e1ac>
 - Password: Prepare2026
6. Also plan to attend future ELECT webinars and read upcoming advisories as more information is known.

CONTACT: **For technical matters:** Submit a JIRA ticket to the System Support team for all VERIS-related issues

For Election Admin: EA@elections.virginia.gov

For all other matters:

Region 1 (Tidewater) Viki Mainwaring 804-593-2274 victoria.mainwaring@elections.virginia.gov

Region 2 (South Central) Viki Mainwaring 804-593-2274 victoria.mainwaring@elections.virginia.gov

Region 3 (North Central) Sarah Baker 804-718-5823 sarah.baker@elections.virginia.gov


Region 4 (South Western) Tanya Pruett 804-864-8931 tanya.pruett@elections.virginia.gov

Region 5 (Northern) Matthew Norcutt 804-801-6435 matthew.norcutt@elections.virginia.gov

Region 6 (Western) Angie Orange 804-814-7114 angela.orange@elections.virginia.gov

Region 7 (Southern) Viki Mainwaring 804-593-2274 victoria.mainwaring@elections.virginia.gov

ADVISORY NUMBER:

 **COMM-957** - [URGENT] Special Election April 21, 2026 for
Proposed Constitutional Amendment on Redistricting

PUBLISH ADVISORY

2026 Election Calendar			As of: 04 Feb 26
Special Election	a. Estimated last date of Law	10-Feb-26	Tuesday
	b. V-Drive Media Received	03-Mar-26	Tuesday
	c. Early Voting Begins	06-Mar-26	Friday
	d. Precinct Officer Training	01-Apr-26	Wednesday
	e. Election Day	21-Apr-26	Tuesday
Primary Election	a. Filing Deadline	02-Apr-26	Thursday
	b. V-Drive Media Received	16-Apr-26	Thursday
	c. Early Voting Begins	01-May-26	Friday
	d. Precinct Officer Training	27-May-26	Wednesday
	e. Election Day	16-Jun-26	Tuesday
General Election	a. Ballot Approved by State	20-Aug-26	Saturday
	b. V-Drive Media Received	03-Sep-26	Thursday
	c. Early Voting Begins	18-Sep-26	Friday
	d. Precinct Officer Training	14-Oct-26	Wednesday
	e. Election Day	03-Nov-26	Tuesday