

ESSEX COUNTY ELECTORAL BOARD - MEETING MINUTES
Office of General Registrar
Tappahannock, VA

Members Present: Gwendolyn Darby and Ed Robinson, Meredith Jefferies

Others Present: M. Kelly LaFollette, General Registrar

The Chair called the meeting to order at 10:09 a.m. and determined that a quorum was present.

Meeting Agenda:

On a motion by Meredith Jefferies, seconded by Ed Robinson, the Electoral Board approved the agenda as presented. Motion unanimously approved.

Minutes: On Motion by Gwen Darby, seconded by Ed Robinson, the Board moved for approval of the November 9, 2022 minutes as written and reviewed by email. Motion unanimously approved.

Public Comment: None

GR Report: Risk Limiting Audit: House District 1 was not chosen for a Risk Limiting Audit of the 2022 Nov. Gen Election.

Closed Session

On a motion by Ed Robinson, seconded by Meredith Jefferies, the Board will now go into closed session pursuant to Section 2.2-3711 (A)(19) of the Code of Virginia for the purpose of discussing “plans to protect public safety as it relates to ... specific cybersecurity threats or vulnerabilities and briefings by staff members, ...; discussion of information subject to the exclusion in subdivision 2 or 14 of § 2.2-3705.2, where discussion in an open meeting would jeopardize the safety of any person or the security of any facility, building, structure, information technology system, or software program; or discussion of reports or plans related to the security of any governmental facility, building or structure, or the safety of persons using such facility, building or structure....” Kelly LaFollette will also attend during the closed session to reasonably aid the Board in consideration of subject matter. Motion unanimously approved.

Entered closed session at 10:14 a.m.

Ended closed session at 10:47 a.m.

On a motion made by Ed Robinson, seconded by Gwen Darby, the Board reconvenes in open session and certifies by roll call vote that (i) only public business matters lawfully exempted from open meeting requirements and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed, or considered in the closed session or meeting by the Electoral Board. The motion unanimously approved.

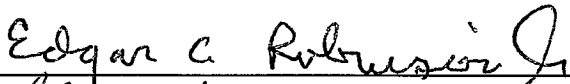
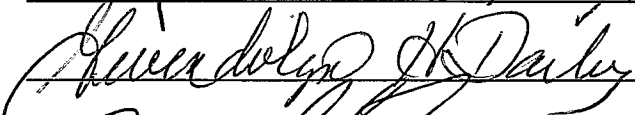
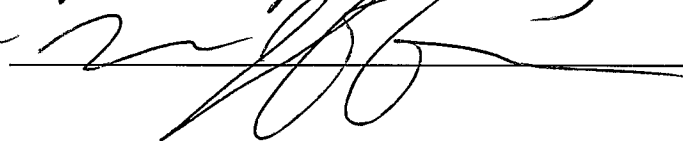
Roll Call Vote

Chair, Ed Robinson -	Aye
Vice Chair, Gwen Darby -	Aye
Secretary, Meredith Jefferies -	Aye

On a motion by Meredith Jefferies, seconded by Gwen Darby, the Electoral Board approves 2 Cybersecurity policies (Security Awareness & Training, and System & Communication Protection); The Business Impact Analysis; and 4 plans (Continuity Plan, System Security Plan, Incident Response Plan; Disaster Recovery Plan) prepared and submitted by W.B. Murray & Company, which moves Essex County toward fulfilling the Voter Registration System Security (VRSS) Locality Election Security Standards (LESS). Motion unanimously approved.

Next meeting date: December 7, 2022 @10:00am

Adjournment: On motion by Ed Robinson, seconded by Gwen Darby, the Board voted to adjourn the meeting at 10:48 a.m. Motion unanimously approved.

 _____	Chair
 _____	Vice Chair
 _____	Secretary