

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

Members Present: Ed Robinson, Treava Kasey, and Meredith Jefferies

Others Present: M. Kelly LaFollette, General Registrar

The Chair called the meeting to order at 9:36 am. and determined that a quorum was present.

Meeting Agenda:

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

Minutes:

On Motion by Meredith Jefferies, seconded by Treava Kasey, the Board moved for approval of the May 23, 2023, minutes as written and reviewed by email. Motion unanimously approved.

Public Comment:

None

Closed Session

On a motion by Ed Robinson, seconded by Treava Kasey, the Board will go into closed session at 9:45 am pursuant to Section 2.2-3711 (A)(19) of the Code of Virginia for the purpose of discussing "... specific cybersecurity threats or vulnerabilities and briefings by staff members, ...;" and pursuant to Section 2.2-3711 (A)(1) for the purpose of discussing personnel "... appointment, ... performance, ... salaries," Kelly LaFollette will also attend during the closed session to reasonably aid the Board in consideration of subject matter. Motion unanimously approved.

On a motion by Meredith Jefferies, seconded Treava Kasey, the Electoral Board reconvened in open session at 10:05 am. Motion unanimously approved.

Certification:

We certify 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 convened, were heard discussed or considered in the closed session or meeting by the Electoral Board.

Roll Call Vote:

Chair – Ed Robinson: Aye

Vice Chair – Treava Kasey: Aye

Secretary – Meredith Jefferies: Aye

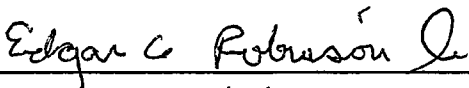


On a motion by Ed Robinson, seconded by Treava Kasey, The Electoral Board approves the following policies as created/updated by W.A. Murray & Co: Incident Response Policy; Logical Access Controls Policy; Configuration Management Policy; Information Resource Acceptable Use Policy; IT System Maintenance Policy; IT System and Services Acquisition Policy; IT Security Exception and Exemption Policy; Physical Environment Protection Policy; IT Personnel Security Policy; IT Contingency Planning Policy; IT System and Communication Protection Policy; Information Security Program Policy. Motion unanimously approved.

Respectfully submitted by M. Kelly LaFollette, General Registrar

On a motion by Meredith Jefferies, seconded by Treava Kasey, The Electoral Board approves the quarterly Locality Election Security System Plan of Action & Milestones (POAM) and Remediation Plan submitted by W.B. Murray & Co. Motion unanimously approved.

Next meeting dates: Regular meeting on July 19 @10:00AM

Adjournment: On motion by Ed Robinson, seconded by Meredith Jefferies, the Electoral Board voted to adjourn the meeting at 10:20 am. Motion unanimously approved.

	Chair
	Vice Chair
	Secretary