

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

Members Present: Ed Robinson, and Meredith Jefferies

Members Absent: Treava Kasey

Others Present: M. Kelly LaFollette, General Registrar, Angela Hart, Chief Deputy Registrar

The Chair called the meeting to order at 10:00 a.m. and determined that a quorum was present.

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

Minutes: On Motion by Ed Robinson, seconded by Meredith Jefferies, the Electoral Board moves for approval of the October 11, 2023, November 8, 2023, and November 27, 2023, minutes as written and reviewed by email. Motion unanimously approved.

Public Comment: None

GR Report: Ms. LaFollette gave an update on outstanding Campaign Finance penalties.

Old Business

- **Pollbooks** – The Electoral Board reviewed the pollbook quote from Knowink and will participate in a web meeting/demonstration in February.

New Business

- **Polling Location Review** – Ed Robinson presented an issue raised by the Ephesus Church, the South Precinct. The pre-school operating on the premises continues to leave the area a mess before elections, which requires additional work by officers of election to make the area serviceable for election day. Our officers and board members have photos documenting the issue. The pre-school complains that our officers do leave the area a mess after each election. In an effort to mitigate the issue, Larry Schools, Pastor of Ephesus Church, would like to view the room prior to our set up the night before each election and on Election Night after polls are closed and all results tallied. The Electoral Board discussed the issue and agreed this is a welcome suggestion.
- **L&A Testing date for the March 5, 2024 Dual Presidential Primary** – Logic and Accuracy testing will be conducted on January 10, 2024.
- **Closing during inclement weather** – On a motion by Meredith Jefferies, seconded by Ed Robinson, the Electoral Board supports the decision of the General Registrar that to protect the health and wellbeing of election workers and voters, the Essex Voter Registration and Elections office will follow County policy for inclement weather closings, including during early voting, but not on Election Day which will remain open unless otherwise directed by the Department of Elections. Motion unanimously approved.

Closed Session

On a motion by Ed Robinson, seconded by Meredith Jefferies, the Board will go into closed session at 10:23 a.m. pursuant to Section 2.2-3711 (A)(19) of the Code of Virginia for the purpose of discussing cybersecurity threats or vulnerabilities and pursuant to Section 2.2-3711 (A) (1) for the purpose of

discussing personnel; Kelly LaFollette and Angela Hart 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 Ed Robinson, the Electoral Board reconvenes in open session at 10:37 a.m. 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:

Secretary – Meredith Jefferies: Aye

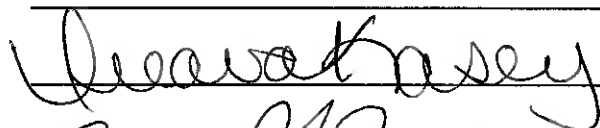
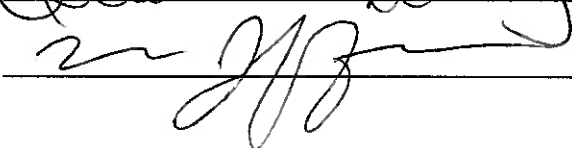
On a motion by Ed Robinson, seconded by Meredith Jefferies, the Electoral Board approves the quarterly POAM as created/updated by W.A. Murray & Co. Motion unanimously approved.

On a motion by Meredith Jefferies, seconded by Ed Robinson, the Electoral Board certifies that it has reviewed the Annual Risk Assessment conducted and submitted by W.A. Murray & Co. Motion unanimously approved.

On a motion by Meredith Jefferies, seconded by Ed Robinson, the Essex County Electoral Board appoints Angela G. Hart as General Registrar/Director of Elections (GR/DoE) for the unexpired term beginning on February 1, 2024, and ending on June 30, 2027, of M. Kelly LaFollette, the current (GR/DoE), who will step down on January 31, 2024. Motion unanimously approved.

Next meeting date: February 7, 2024 @10:00am

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

_____	Chair
	Vice Chair
	Secretary