

Lynchburg Electoral Board Meeting

February 3, 2022

**Meeting Held GLTC Conference Room
800 Kemper Street**

Members present:

David B. Neumeyer, Chair
Carolyn Sherayko, Vice Chair,
Betty Gibbs, Secretary

Others present:

Christine Gibbons, General Registrar
Kim Conner, Deputy Registrar
Eric Harrison, Lynchburg Republican Party Chair, virtual-Lynchburg, VA
Jeff Rosner, Lynchburg Democratic Party Authorized Representative
Nikki Sanders, Lynchburg Democratic Party Chair
Carl Hutcherson, Lynchburg NAACP
Molly McClenon, Lynchburg League of Women Voters
Joshua Pratt
Steve Troxel
Terri Reinhardt
Captain Tim Clements, LPD
Major Ken Edwards, LPD
Chief Ryan Zuidema, LPD
Captain Daniel Black, LPD
Juleigh Brown, Assistant Registrar Intern
Deborah Jenkins, Assistant Deputy Registrar
Brenda Farmer
Dora Purvis

Call to Order

The meeting was called to order by Mr. Neumeyer at 4:04 p.m.

Lynchburg Police Department

- a. Election Day Protocols: Chief Zuidema explained that the role and the goal for the Lynchburg Police Department is to handle elections safely to assist with fair elections. One goal is to not have police personnel in the precincts long or not at all unless there is a criminal offense. It can be intimidating for voters to have police presence in the polls. The department encourages compliance to laws and allow voters to freely be allowed to

vote. Another goal is to educate voters or those present at the precincts regarding election laws. If police are called to a location police will encourage all to comply with election laws. On election day there are officers and supervisors standing by to take election day calls as needed. Steve Troxel, Election Officer asked what the response time was for police. Chief Zuidema responded that calls are taken in order of priority. Information on election day protocols for the Lynchburg Police Department will be added to the training for election officials. Police Chief Zuidema stated that a staffing shortage of his Department limits their ability to respond to minor issues when crimes or other incidents require their presence. He iterated that the police should only be called when someone feels threatened. Otherwise, all election personnel should be thoroughly trained in the law and procedures and abide by them.

- b. Protocols to investigate and protect election official staffing: Christine Gibbons, General Registrar asked the representatives from the Lynchburg Police Department if the same protocols that apply on election day also apply to the staff in the registrar's office. Christine Gibbons, General Registrar shared with those present a banner that was hung in front of her home on the morning of the November 2020 election. The sign reads, "Christine Gibbons belongs in jail. Resign Now. Lock her up." A police report was made the morning the banner was found. Christine Gibbons, General Registrar would like the police department to know how the election staff will be kept safe.
- c. Edward Burn Justice Assistant Grant to help local and state law enforcement with election safety and protection allowing overtime pay or investigate threats to election officials. At this time the Lynchburg Police Department will not be seeking funding from this source. In order to accept the funding would need to attend a finance committee meeting and go before city council. Chief Zuidema encouraged the Registrar's Office if interested in the grant to seek the funding.

Approval of the minutes and agenda

Approval of February 3, 2022 Electoral Board Meeting Agenda approved with amendments. Motion made by Carolyn Sherayko, Vice-Chair. Seconded by Betty Gibbs, Secretary. Motion approved unanimously.

Approval of January 13, 2022 Electoral Board Minutes. Motion made by Carolyn Sherayko, Vice-Chair. Seconded by Betty Gibbs, Secretary. Motion approved unanimously.

Citizen Comments

No citizen comments

Registrar's Report

1. Christine Gibbons, General Registrar discussed the training plans for the new electronic pollbooks if there is a June Primary. Training will be conducted in small groups during April and May ahead of the primary. Election Officers must sign up for a time slot and the classes will be capped to allow learning in the small group setting.
2. Christine Gibbons, General Registrar and Kim Conner Deputy Registrar currently accepting new and interested election officials on a rolling basis for June and November elections. Training consideration would include capping the number of election officials for to allow for small groups due to COVID-19 and for learning the equipment.
3. Christine Gibbons, General Registrar received an email from ELECT regarding a list of several candidates who filed late or have failed to file campaign reports. Letters informing the candidates of a fine will be mailed out.
4. Christine Gibbons, General Registrar received an email from electoral board member, Betty Gibbs regarding questions of management of the Registrar's Office. Below are the answers which could be information the public is interested in understanding.
 - a. Are the Electoral Board meetings recorded? Audio and video? Electoral board meetings are not recorded at this time. Electoral board meetings are open to the public to attend in-person or to request a virtual sign in link.
 - b. Who selected the attendees for the Jan 20 Demtech training? Christine Gibbons, General Registrar and Kim Conner, Deputy Registrar selected the attendees for the vendor training. Those selected have a background in IT and could be helpful in training all the election officials.
 - c. Why is the City buying new pollbooks that seem to be exactly like what they already use? The State Department of Elections has decertified the current version of electronic pollbooks. What was purchased is the same vendor but the updated certified electronic pollbooks.

Old Business

No old business to discuss

New Business:

Appointment of Election Officials for a one year term starting March 1, 2022 and ending February 28, 2023:

Betty Gibbs, Secretary, requested information on how names on the election official list are removed. David Neumeyer, Chair, asked Christine Gibbons, General Registrar how this is done. Christine Gibbons, General Registrar, asked for clarification on what “removed” means. David Neumeyer clarified who manually removes the names on the list in data entry. Christine Gibbons, responded and informed those present that the General Registrar and interns manage the data entry or removal of names from the data list. Betty Gibbs questioned the change of several Democrats to a “non-affiliated” status and how this would affect parity in the precincts. Chairman Neumeyer reminded that party-affiliated election officers receive priority placement with the remaining vacancies filled by “N”s.

A motion was made by Carolyn Sherayko, Vice Chair to approve the appointment of election officials for a one year term starting March 1, 2022 and ending February 28, 2023. Seconded by Betty Gibbs, Secretary Motion approved unanimously.

Redistricting update and next steps:

The Redistricting Committee will be going before City Council on February 8, 2022 to introduce map scenarios at the work session. City Councilman, Christopher Faraldi also had a question regarding absentee ballots being reported by precinct. During the presentation, Kent Whit, City’s Community Development Manager, will give information during the presentation that the General Assembly is currently discussing this option. As we get further in the process of redistricting the committee will discuss the precinct and polling location options to share with City Council.

Polling Location change approval for Ward 4 Precinct 1:

Christine Gibbons, General Registrar to discuss with Redistricting Committee and Matthew Freedman, City Attorney on the importance of the polling location change occurring ahead of the possible June Primary.

New Electronic Pollbooks-certification information:

This agenda item will be discussed in an executive session immediately following the public portion of the meeting.

MSS Compliance reporting March 31, 2022

The plan to complete the Minimum Security Standards Compliance will be to bring on temporary staffing, Aimee Mayer. The Electoral Board, Registrar’s Office, and John Piercy, City’s IT Security Manager will conduct meetings to verify any changes to the compliance.

Other Business:

There was a brief discussion of plans for resuming the discussion of a training strategy for election staff, officers, and authorized representatives. Steve Troxel and the Board discussed the possibility of online training. Nikki Sanders suggested incorporating quiz questions throughout the online training. All agreed that the online training would supplement (and precede) in-person training. No date has been set for continuing the discussion of an updated training curriculum.

This concludes the public session of the meeting. The board will now move into an executive session to discuss security of the new electronic pollbooks.

Executive Session

At 5:43 p.m. Ms. Sherayko made a motion to enter Executive Session under Code of Virginia 2.2-3711 to discuss security of the new electronic pollbooks. The motion was seconded by Ms. Gibbs and approved unanimously.

Members present:	David Neumeyer	yes
	Carolyn Sherayko	yes
	Betty Gibbs	yes

At 5:52 p.m. Ms. Gibbs made a motion to exit Executive Session and Ms. Sherayko seconded. The motion was approved unanimously.

Members present:	David Neumeyer	yes
	Carolyn Sherayko	yes
	Betty Gibbs	yes

Certification of Executive Session

Pursuant to an affirmative recorded vote and in accordance with the Virginia Freedom of Information Act, and because Virginia Code 2.2-3711 requires the Board to certify that such Executive Session was conducted in uniformity with Virginia Law, the Board certified by vote call that, to the best of each member’s knowledge only electronic pollbook security was discussed in Executive Session.

Certify by Motion	David Neumeyer	yes
	Carolyn Sherayko	yes
	Betty Gibbs	yes

Motion approved unanimously.

There being no further business, Mr. Neumeyer adjourned the meeting 5:52 pm

Next meeting Date: March 3, 2022 at 4:00 p.m.

Adjournment

Respectfully submitted,

Betty Gibbs, Secretary
Electoral Board
City of Lynchburg