



Lynchburg Electoral Board

825 Kemper Street, Lynchburg, Virginia 24501

Meeting Minutes

March 3, 2022, 4:00 PM

GLTC Conference Room, 800 Kemper Street, Lynchburg, VA

ATTENDANCE

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

Registrar's Office: Christine Gibbons, General Registrar; Kim Conner, Deputy Registrar; Aimee Mayer, Assistant Registrar

Guests: Leila Lou Baldwin; Judy Fera; Carla Heath (Lynchburg League of Women Voters); Molly McClenon (Lynchburg League of Women Voters); Dora Purvis; Terri Reinhardt; Jeff Rosner (Lynchburg Democratic Party Authorized Rep); Jane Sorenson; Steve Troxel (Election Officer); Roz Webb

The meeting was called to order at 4:12 PM.

Approval of Minutes and Agenda

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

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

Approval of February 12, 2022, February, 18, 2022, and February 22, 2022 Electoral Board Minutes (all executive sessions). Motion made by Vice Chair; seconded by Secretary; approved unanimously.

PUBLIC COMMENTS

Steve Troxel questioned the Board's process for official minutes and why the Secretary should have to request amendments at the meeting. Chairman Neumeyer explained that the minutes have traditionally been drafted by the Registrar and forwarded to the Secretary for approval.

Mr. Troxel asked about the process for handling online election officer applications and whether the Board is aware of every person who has applied. He expressed concern that some prospective officers of election have been told that no officers were needed in Lynchburg, thus, they were denied the opportunity to serve. Registrar Gibbons stated that she prints applications she receives online and gives them to Deputy Registrar Conner. All applicants are expected to

meet with Mrs. Conner before they are added to the list prepared for Board approval. Vice Chair Sherayko explained that the meeting is an orientation to gauge the public interaction skills of the applicant. Registrar Gibbons added that paperwork for compensation is completed during the meeting. Both the Vice Chair and Registrar insisted that the meetings are not “interviews.”

Leila Lou Baldwin questioned the subjective nature and transparency of meeting with the Deputy Registrar without a representative of the Republican party present. She asked whether there is a possibility of being rejected as an election officer as a result of the meetings. Registrar Gibbons stated that her office does not reject applicants, however, they must complete paperwork before they are added to the list for Board approval.

Chairman Neumeier invited suggestions related to the screening process to be emailed to the Board for discussion at a future meeting. He also requested that Registrar Gibbons provide the Board with a monthly list of the names of all applicants she receives.

Several guests asked when the deadline was for applying to be an election officer. There is no firm deadline, however, discussion included the need for time to train before an election, possibly 3-4 weeks. Chairman Neumeier asked Registrar Gibbons to establish deadlines for the primary and general election this year.

Several attendees commented that masks worn by Board members and the Registrar impede communication.

ONGOING BUSINESS

1. Registrar’s Report.

- She and Mrs. Conner recently attended the National Association of Election Officials conference in Atlanta, Georgia.
- She has not received lists of endorsed election officers from either of the local political parties. Chairman Neumeier suggested that she re-send the request to both party chairs.
- On March 7, Appalachian Power will be working in the area leaving the Registrar’s office without power, therefore, the office will be closed that day. Staff will work remotely.
- Questioned whether she or the Board need to submit documentation for pre-clearance by the Attorney General’s office regarding any racial or language impact to minority groups as a result of relocating the Ward 4-1 precinct.

2. Redistricting Update.

At City Council’s March 8 work session on redistricting, Kent White will present maps with alternatives. Maps are available for public viewing at City Hall and the library.

General Assembly elections will not be held this year because candidates would have to declare intent to seek office by March 5. Mr. Rosner confirmed that there is pending legislation to determine whether delegates would have to run again this year.

3. Precinct Relocation to St. Thomas More Church.

Lynchburg City Council will hold a public hearing on Tuesday, March 8, at 7:30 PM, regarding the requested precinct relocation for Ward 4, Precinct 1, from Crosspoint Church to St. Thomas More Church. Registrar Gibbons has prepared a PowerPoint presentation. She and Chairman Neumeier plan to attend. Discussion included the location of nearby bus stops.

4. Election Officials.

To date about 12 election officials approved by the Board in February have indicated that they will not be available to serve this year. Deputy Registrar Conner has approximately 15 meetings scheduled with new election officers.

5. Background Checks from 3rd Party Vendor/Contractors.

Registrar Gibbons shared the draft of an email she will be sending to all vendors or contractors who work with the Lynchburg Registrar's office. This email seeks confirmation of a completed background check on the firm's employees and names of employees terminated as the result of a background check. This process meets state security standards. Secretary Gibbs asked who receives the results of these background checks. Registrar Gibbons stated that she receives a color-coded indication of the check being clean, cautious, or problematic.

6. Security Compliance Follow-up.

A. A letter has been drafted to the Virginia Department of Elections affirming review of security standards for 2022 by the Lynchburg Electoral Board. The letter will be signed by all Board members.

B. Registrar will upload the Plan of Action and Milestone document to the state system.

C. The Board received copies of the 2022 VRSS Core Compliance Items.

D. Changes, updates, and edits to the Computer System Security Program will be prepared for Board signatures at the next meeting.

7. Cyber Navigator Program Support.

The University of Virginia is collaborating with ELECT to enhance security standards compliance and has asked whether Lynchburg would like to accept one of their students as an intern in the Registrar's office. The Board decided to pass on the offer at this time.

NEW BUSINESS: None.

Adjourned at 5:31 PM.

Next Meeting: Thursday, April 7, 2022, at 4 PM

Respectfully submitted,

Betty Gibbs, Secretary
Electoral Board
City of Lynchburg