

Minutes of Surry County Electoral Board

August 30, 2019

The meeting was called to order by the chair, Judith Giorgio, at 9:09 AM. Other members present were Lynita Mason, Vice Chair and Charlome Pierce, Secretary. Staff members present were Sharna' White, Registrar and Clair Steen, Deputy Registrar. There was one vendor guest present, Gary Fox of Print Elect.

Two agenda items were added to the agenda by consensus of the board members. The registrar added Alpha Cards and the board added additional support/training of new board members.

The board was notified by the registrar that the Virginia Electoral Board has established a new method for voter registration and the retaining of Alpha Cards. She reported that the state system allows for scanning of voter registration documents in the VERIS system and that once the documents are scanned, they may be shredded. The registrar further stated that she was advised to have the board officially take action on this process. Discussion centered around having a paper back-up system and the fact that the process had been initiated prior to the board taking action. Ms. White reported that the state has a robust system with multiple back-up systems in place to ensure the retention of scanned records. She further reported that they were encouraged to move to the new system prior to being recommended to have the board take action. After no further discussion, Charlome Pierce moved and it was seconded by Lynita Mason that the state recommendation for scanning and shredding of voter registration data into the VERIS system be continued. The motion carried by a vote of 2 to 1. Mason and Pierce voted in favor of the motion. Giorgio opposed the motion.

The board looked at schedules to address additional support/training of new members prior to the November election. It was determined that staff would provide face-to-face and one-on-one training of new board members to allow for individualized support and to better accommodate the schedules of the members.

The board then discussed communication protocol when new procedural changes/recommendations are given by the State Board of Elections or State Election Staff. It was properly moved and seconded that emails or other forms of communication be sent to Surry County Electoral Board members of any changes to procedures. The motion carried unanimously. It is noted that once the communication is received, the board members will determine if action is required and if a called meeting is needed in order to take action. They may determine that the notification is sufficient and through consensus allow the registrar to make the change.

The board notified the registrar of the two actions taken concerning voter registration document retention and communication to the board when procedural changes are being considered.

The members of the board observed the setting up and sealing of the equipment for the November election. Board members assisted with changing tapes, and other set-up requirements as they received a training session, from Gary Fox. This training was at no cost to the county.

The next meeting date of the board is October 7, 2019. At that meeting the following agenda items have been determined to date:

1. Preparation for training of Officers of Election for November election.
 - a. It was recommended by Gary who is a previous State Board of Election official that we advise officers of elections to use cell phone time as the official clock of our elections.
 - b. He further recommended that we define what being in line is during our training.
2. Precinct assignments of board members.
3. A review of before, during, and after election duties of the Electoral Board members.
4. Take official action as to how paper ballots will be counted in the case that hand counting of ballots is required.
5. Risk Item Report
6. Spoiled vs Voided Ballots

With no further business, the meeting adjourned at 12:15.