

FINAL MINUTES

FREDERICK COUNTY ELECTORAL BOARD

August 25, 2016

The Frederick County Electoral Board met on Thursday, August 25, 2016. Present were Chairman Richard Venskoske, Vice-Chair Marie Straub, Secretary Jerry Zemlachenko, Machine Technician Jim Ott and Registrar Rick Miller.

The Chairman called the meeting to order at 5:30 pm. Upon motion by Secretary Jerry Zemlachenko, seconded by Vice-Chair Marie Straub, the agenda was adopted as presented 3 – 0.

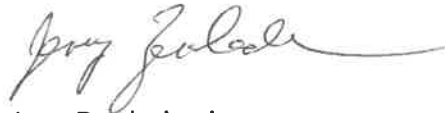
Upon motion by the Secretary, seconded by the Vice Chair, the minutes of the 7/19/2016 meeting were approved as presented 3 – 0.

Planning for the November 8, 2016 General and Special Election was done as follows:

1. 204 Officers of Election were selected for all precincts by the Electoral Board to work the November 8, 2016 General and Special Elections.
2. One candidate for the Town Council, Town of Middletown November 8, 2016 Election has withdrawn in writing as required and has been taken off the ballot.
3. For Frederick County's two Special Elections on November 8, 2016, only the incumbents for the Member, Board of Supervisors, Stonewall District and Member, School Board, Shawnee District applied and qualified for the ballots.
4. The Registrar has sent all of the election media and the paper ballot order to both Printelect and E S & S for the November 8, 2016 Elections.
5. With the Veteran's Day holiday falling on Friday, November 11, 2016, the Virginia Department of Elections has issued guidance that Provisional ID voters will have until 12:00 noon on Monday, November 14, 2016 to produce their acceptable forms of ID in each locality's office.
6. The Registrar reported that he would be hiring some temporary part time help to do election preparation office work and help with the in person absentee ballot process. The funds for this help are our current 2016 – 2017 budget.
7. The new DS 200 Optical Scan voting machine training will take place on Monday, September 12, 2016 in the Registrar's office between 12:30 pm to 4:30 pm.
8. The Registrar reported on receiving telephone calls and emails from voters concerned about voting machine hacking and that he had spoken to all voters and had assured them of the security of our voting equipment.

9. Special Officer of Election training for all Chiefs and Assistant Chiefs was finalized on Monday, September 26 and Tuesday, September 27, 2016 in the Board of Supervisors Room at 107 N. Kent Street. Notices will be sent in a separate mailing to all Chiefs and Assistant Chiefs from their regular appointment letters.
10. The Emergency Coordination meeting was finalized to be held on Thursday, October 20, 2016 from 2:00 pm to 4:00 pm with a list of participants and topics distributed to the Electoral Board and Machine Technician.
11. An update was received from the Frederick County Schools Administration that all paving and stripping had been finished at the schools with ADA concerns.
12. A discussion was held about all of the county's precincts outside signage. Further research and repair work will be done by the Machine Technician.
13. The November 8, 2016 Election Day schedule was tabled to a later meeting.
14. The November 8, 2016 Election Day review was tabled to a later meeting.
15. Under the Registrar's business, the following topics were discussed:
 - a. The Registrar met with the County Administrator to discuss our CIP for replacing the voting machines and our request for voter Registration Office security. The County Administrator said she would report back to the Registrar.
 - b. All DMV offices by August 26, 2016, would be equipped with electronic keypads, where citizens and voters could electronically either register to vote or update their voter information. This will help speed our processes greatly instead of relying on just on paper applications.
 - c. Gave a short summary of the felony restoration process involving the Governor's actions, the lawsuit and the Virginia Supreme Court ruling.
 - d. County Administration has already contact all county departments concerning starting to think about our 2017 – 2018 budgets. County Administration also wanted to know how each department felt about the new processes implemented last year.
 - e. Gave a short report on 3rd Party Voter registration drives in the County.
 - f. Virginia Electoral Board Association (VEBA) Regional Meeting will take place on Wednesday, September 14, 2016 at The Inn at Vint Hill in Warrenton, VA. Due to the November 2016 Election work, the Registrar will not be attending.
 - g. The Registrar reported that Pew Institute ranked Virginia # 3 in the nation for its Election Performance in 2014, up from # 14th in 2012.
16. The next Electoral Board meeting will be held on Thursday, September 29, 2016 at 5:30 pm in the Registrar's office.
17. No further business was presented to the Board.

Being no further business, a motion was made by the Secretary, seconded by the Vice-Chair that the meeting be adjourned. Motion passed 3-0. The meeting adjourned at 7:03 pm.



Jerry Zemlachenko
Secretary

APPROVED:  Chairman

 Vice Chair

 Secretary

DATE: 09/29/2016