

FINAL MINUTES
FREDERICK COUNTY ELECTORAL BOARD
April 10, 2018

The Frederick County Electoral Board met on Tuesday April 10, 2018. Present were: Vice Chair Marie Straub, Secretary Tom Reed, Deputy Registrar Diane Lockhart and Registrar Rick Miller. Chairman Richard Venskoske and Machine Tech Jim Ott were absent.

The Vice Chair called the meeting to order at 5:30 p.m. Upon motion by the Secretary, seconded by the Vice Chair, the agenda was adopted as presented 2 - 0.

Upon motion by the Vice Chair, seconded by the Secretary, the minutes of the 3/06/2018 meeting was approved as presented 2 - 0.

Regarding the June 12, 2018 Democratic and Republican Primaries, the Registrar reported that the Department of Elections has notified Frederick County that both a Democratic and Republican Primary will be held.

The following items approved at the March 6, 2018 Electoral Board meeting for the Dual Primaries on June 12, 2018 were reviewed.

- (1) Number of Officers of Election
- (2) Number of DS 200 and Express vote machines
- (3) Number of thumb drives for programming
- (4) Number of laptops to be used as EPBs
- (5) Number of paper ballots for absentee voting & precincts on Election Day
- (6) Logic and Accuracy Testing of voting machines for Central Absentee Precinct only - Tuesday, April 24, 2018, in the Registrar's Office
Logic and Accuracy Testing of other precinct voting machines – Monday, June 4 and Tuesday, June 5, 2018, starting at 9:00 am both days in the Registrar's office
- (7) Primary Canvas Day – Wednesday, June 13, 2018 at 12:00 noon – unpacking of precinct bags to start at 8:00 am
- (8) Regular Training Dates for Officers of Election – Frederick County Administration Building, 107 N. Kent Street, Winchester, VA on Thursday, May 31, 2018 for Precincts 101 – 303 and Friday June 1, 2018 for Precincts 401 - 603 with both sessions from 5:00 to 8:30 pm
- (9) Special Chief/Assistant Training – Frederick County Administration Building, 107 N. Kent Street on Monday, May 21 and Tuesday, May 22, 2018 from 5:00 to 8:00 pm both evenings
- (10) Officer of Election Makeup Training – Thursday, June 7, 2018 from 5:00 to 8:00 pm in the Registrar's office
- (11) Training of Central Absentee Precinct Officers of Election at the Registrar's office on Saturday, June 9, 2018 from 10:00 am to 12:00 noon

The following item was discussed and approved by the Electoral Board Electoral Board. Motion by the Vice Chair and seconded by the Secretary and voted 2 – 0.

- (1) Primary Budget for June 12, 2018 Dual Primaries

The following items were tabled for the June 12, 2018 Dual Primaries for discussion at the next Electoral Board meeting:

- (1) Primary Day activities
- (2) Training materials and assignments for Primaries

The Electoral Board then made the appointments of the 151 Officers of Election needed for the June 12, 2018 Dual Primaries. Motion was made by the Vice Chair, seconded by the Secretary and voted 2 – 0 to accept the appointments made.

Preparations for the November 6, 2018 General Election were tabled.

Under Registrar business the following items were presented and discussed:

Discussion, motion by the Vice Chair, seconded by the Secretary to move the polling place room in the Greenwood Precinct to the Community Room in the Greenwood Mill Elementary School for the June 12, 2018 Primaries. Approved 2 – 0.

A review of the Machine Tech documents on the voting machines and laptops was tabled to the next Electoral Board meeting.

Registrar presented a list of all qualified candidates for the June 12, 2018 Primaries – 6 candidates for the Democratic Party Primary for the Member, House of Representatives, 10th Congressional District, 3 candidates for the Republican Party Primary for Member, U. S. Senate and 2 candidates for Member, House of Representatives, 10th Congressional District. This information has already been placed on the Frederick County web site.

An update was given on legislation passed, defeated or vetoed from the 2018 session of the Virginia General Assembly. The General Assembly will meet again on April 11, 2018 to finalize the state budget and possibly overturn any of the Governor's vetoes.

The Registrar presented the General Assembly Constitutional Amendments that will be on the November 6, 2018 ballot.

The Department of Elections mandatory annual training will take place in Richmond, VA on Monday, June 25 through Tuesday, June 26, 2018 at the Double Tree Koger Center, where the training has been held for many years. The Registrar has already booked three rooms for himself and 2 Electoral Board members for Sunday and Monday nights.

The Electoral Board decided to set the next Electoral Board meeting for Tuesday, May 1, 2018 at 5:30 pm in the Registrar's office.

No other business was presented to the Board.

BEING NO FURTHER BUSINESS, the meeting adjourned at 6:29 p.m.

Respectfully submitted,



Tom Reed
Secretary

APPROVED:  Chairman

 Vice Chair

 Secretary