

FINAL MINUTES

FREDERICK COUNTY ELECTORAL BOARD

February 5, 2019

The Frederick County Electoral Board met on Tuesday, February 5, 2019. Present were Chairman Richard Venskoske, Vice-Chair Marie Straub (by phone conference call), Secretary Tom Reed, Machine Technician Jim Ott, Registrar Rick Miller and Deputy Registrar Diane Lockhart.

The Chairman called the meeting to order at 5:30 pm.

Secretary Tom Reed made a motion to adopt the agenda, seconded by Vice Chair Marie Straub and approved 3 – 0. Motion to approve the December 18, 2018 Electoral Board minutes was made by the Vice Chair, seconded by the Secretary and approved 3 – 0.

In 2018, the Electoral Board appointed 214 Officers of Election, each for a term of 3 years. The Electoral Board appointed 11 new Officers of Election for 2019, each for a term of 2 years from March 1, 2019 through February 28, 2021. This motion was made by the Secretary, seconded by the Vice Chair and approved 3 – 0. The Registrar ask the Board for approval for him to appoint any additional interested Officers of Election for 2019. The Vice Chair made this motion, seconded by the Secretary and approved 3 -0.

There were no updates about the June 11, 2019 possible Democratic or Republican Primaries. The Virginia Department of Elections will notify all localities if Primaries have been called on Wednesday, February 27, 2019. On Wednesday, April 3, 2019, the Department of Elections will notify all localities where Primaries will be held. The Registrar handed out and discussed the 2019 June Primaries Election Calendar (if held) to the Electoral Board, Machine Tech and Deputy Registrar.

The Registrar discussed some of the current 2019 General Assembly elections legislation and gave a summary of the most important election bills still pending.

The discussion and passage of the 2019 Security Plan was tabled until the next Electoral Board meeting to allow for more time to review the proposed changes.

The Registrar has not received any update from the County Administration Budget Committee concerning the Electoral Board and General Registrar 2019 -2020 budgets and proposed budget increases.

There were no updates about the November 5, 2019 Elections.

Under Registrar Business the following topics were presented and discussed:

The Deputy Registrar informed the Electoral Board that she would not be seeking the General Registrar's position when it come open on July 1, 2019. She stated she was looking forward to continuing to serve as the Deputy Registrar.

Registrar reported that all our blue ballot storage bins and all the bases for our DS 200 optical scan voting machines have been placed in our new storage closet. The keys to this closet and the room the closet is in have been obtained. He also reported that all the privacy booth storage boxes have been relocated.

Our IT Department has acquired a clip-on microphone for presentations. This will come in handy for our Officer of Election trainings in 2019.

Presented the costs and the agenda for attending the Virginia Electoral Board annual meeting at The Homestead in March. None of the Electoral Board indicated that they wished to attend.

A discussion was held concerning the Department of Elections recent guidelines on the required retention of the DS 200 thumb drives ballot images from the November 2018 Elections. Our vendor, Printelect, has also provided some information on this subject. The Registrar and the Machine Technician will work on the best method to comply with these Department of Elections guidelines.

Talked about the methods being used to recruit more officers of election – our website, county cable channel, local newspaper community bulletin board and trying to recruit graduating high school seniors during his voter registration presentations.

The next Electoral Board meeting will be held on Wednesday, March 6, 2019 at 5:30 p.m. in the Voter Registrar's Office for required annual Electoral Board reorganization and other business.

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 6:21 pm.

Tom Reed
Tom Reed
Secretary

APPROVED: *Mark Hill* Chairman
Mark Stumb Vice Chair
Tom Reed Secretary

DATE: 3-6-19