



FREDERICK COUNTY ELECTORAL BOARD

Marie Straub

Chairman

Craig Lambert

Vice-Chairman

Lynnette Embree

Secretary

107 N. Kent Street, Suite 102, Winchester, VA

22601-5039

Final Minutes

Frederick County Electoral Board

Tuesday, February 15, 2022

The Frederick County Electoral Board met on Tuesday, February 15, 2022. Those present were Chairman Marie Straub, Vice-Chairman Craig Lambert, Secretary Lynnette Embree, Registrar Rich Venskoske, Deputy Registrar Diane Lockhart and guests Kay Dawson, Charla Quimby, Mary Strenko and Rodney Wine.

- 1.) The meeting was called to order at 4:30 p.m. by Chairman Marie Straub.
- 2.) A motion to adopt the agenda as printed was made by Craig Lambert, seconded by Lynnette Embree and unanimously approved.
- 3.) A motion to approve the minutes of the January 11, 2022, Electoral Board meeting was made by Craig Lambert, seconded by Lynnette Embree and unanimously approved.
- 4.) A motion to approve the Officers of Election for the 2022 election season was made by Craig Lambert, seconded by Lynnette Embree and unanimously approved.
- 5.) Old Business:
 - a. Registrar Venskoske advised the Electoral Board that the redistricting of precincts goes before the Frederick County Board of Supervisors on Wednesday, February 23, 2022.
 - b. Mr. Venskoske has contacted the Frederick County attorney, Rod Williams, regarding the use of the Sunnyside location for early voting.
 - c. Mr. Jim Ott is working on updating the training manuals for the Officers of Election.
 - d. Registrar Venskoske would like to have a Chiefs and Assistant Chiefs training on March 26, 2022 from 10:00 a.m. to approximately 2:00 p.m. This training will be designed to have the Chiefs and Assistant Chiefs be more familiar with the poll books, voting machines and both opening and closing procedures.
 - e. At this time, the Registrar is will awaiting word as to the use of Round Hill Fire Hall will be available for use during the 2022 election season.

6.) New Business:

- a. New voting equipment has been ordered from DemTech. This equipment includes one new Merlin and twelve (12) licenses for the EPollTAB laptops. The cost of this equipment is approximately \$7,000.00

Eight more DS 200 and ExpressVote machines and a firmware upgrade has been ordered from PrintElect. These machines are for the additional precincts due to redistricting.

- b. Registrar Venskoske discussed the Security Plan and ELECT Compliance and the due dates.
- c. Secretary Embree gave a brief review of the Electoral Board Boot Camp that was held on Saturday, February 4th.

7.) Registrar Business:

- a. Registrar Venskoske gave an update on the cost of redistricting for Frederick County. As of February 3, 2022, the costs are approximately \$190,000.
- b. Registrar Venskoske gave an update on the legislation currently in the General Assembly.

8.) The next meeting of the Frederick County Electoral Board will be Tuesday, March 15, 2022, at 4:30 p.m.

9.) A motion to adjourn was made by Craig Lambert, seconded by Lynnette Embree. The meeting adjourned at 6:02 p.m.

Respectfully submitted,

Lynnette Embree, Secretary

Marie Stroub Chairman

G Z B Vice-Chairman

Lynnette Embree Secretary

March 15, 2022 Date