



FREDERICK COUNTY ELECTORAL BOARD

Kay Dawson
Lynnette Embree
107 N. Kent Street, Suite 102, Winchester, VA

Chairman
Vice-Chairman
Secretary
22601-5039

Final Minutes Frederick County Electoral Board Monday, May 1, 2023

The Frederick County Electoral Board met on Monday, May 1, 2023. Those present were Vice-Chairman Kay Dawson, Secretary Lynnette Embree, Registrar Rich Venskoske and Senior Deputy Registrar Diane Lockhart.

Guests included Sherry Long and Rodney Wine.

- 1.) The meeting was called to order at 4:30 p.m. by Vice-Chairman Kay Dawson.
- 2.) A motion to adopt the agenda with the deletion of items four and five was made by Secretary Lynnette Embree, seconded by Vice-Chairman Kay Dawson, and unanimously approved.
- 3.) A motion to approve the minutes from the April 21, 2023, meeting was made by Secretary Lynnette Embree, seconded by Vice-Chairman Kay Dawson, and unanimously approved.
- 4.) Old Business:
 - a. Registrar Venskoske advised the Electoral Board that the 30,200 ballots ordered for the June 20, 2023, Republican Primary arrived last Thursday, April 27 and Friday, April 28, 2023. Of these ballots, 3,100 are folded so they can be sent to voters who have requested absentee ballots by mail.
 - b. Training for Officers of Election will be held on Tuesday, June 6, Thursday, June 8 and Friday, June 9, 2023.
 - c. Logic and Accuracy Testing will be conducted on Tuesday, May 2, 2023, and Wednesday, May 3, 2023, for machines which will be used for absentee and early voting.
 - d. The cost of Integra for the first year will be approximately \$19,350.00.
 - e. The Electoral Board reviewed the Frederick County Security Plan and approved it. This plan is due to the State Board of Elections by Friday, May 5, 2023.

5.) New Business:

- a. Senior Deputy Registrar Diane Lockhart reviewed her time sheets for the November 2020 election. She accumulated over two hundred hours of overtime. Therefore, a part-time position was discussed to decrease the workload in the Registrar's Office. Registrar Venskoske will begin the process with the County's Human Resource Department to hire a part-time person.

6.) Citizen Comments:

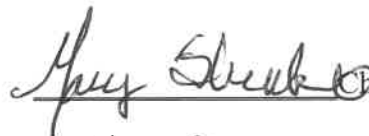
- a. Rodney Wine made comments regarding the closure of the Frederick County Administration Office building during the Apple Blossom Festival and the impact on early voting. With intentions to address this with the Virginia Attorney General.

7.) The next meeting of the Frederick County Electoral Board will be Tuesday, May 9, 2023, at 1:00 p.m. which will be a closed work session to assign poll workers for the June 20, Republican Party Primary.

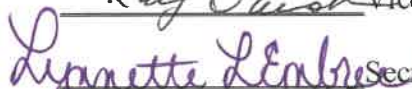
8.) A motion to adjourn was made by Secretary Lynnette Embree, seconded by Vice-Chairman Kay Dawson, and passed unanimously. The meeting adjourned at 5:31 p.m.

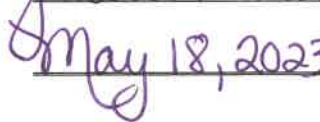
Respectfully submitted,


Lynnette Embree, Secretary


Kay Dawson, Chairman


Kay Dawson, Vice-Chairman


Lynnette Embree, Secretary


May 18, 2023, Date