



VOTER REGISTRATION AND ELECTIONS DEPARTMENT ELECTORAL BOARD MEETING

Sept. 5, 2023

ATTENDANCE:

Members: Anita White-Chair
David Law-Vice Chair
Arlene D. Burkhardt-Secretary

The meeting was called to order by Chair Anita White at 10:04 AM. A roll call of members present was read by Secretary Arlene as follows: Chair Anita-present Vice Chair David-present Secretary Arlene-present

Chair Anita asked for the adoption of the Agenda. The vote was unanimous.

Revisions and approval of the minutes for the August 8 and August 22nd meetings were made and noted for correction.

Chair Anita called for public comments. Chairman of the Pittsylvania Democratic Party, Roy Ford, read a letter to the board. Chairman Will Pace of Pittsylvania County Republican party responded.

Chair Anita made a motion to go into closed session per Virginia Code Section 2.2-3711 and 24.2-116. The Electoral Board will be discussing precinct assignments and voting security. At 12:53 PM the Electoral Board to open session. The session was certified by Chair Anita per Virginia Code 2.2-3712. The roll call was read. Chair Anita-yes Vice Chair David-yes Secretary Arlene-yes.

Chair Anita reported that from the closed session that the board would be requesting that General Registrar Shani send a letter to both chairs asking for recommendations for election officials for the precincts. Chair Anita reported that the voting security guide was in the process of being updated and requires further review.

Chair Anita called for reports from the Board members. Secretary Arlene asked the board members to update the status of the precincts ADA compliance as mandated by the state. Vice

Chair David said he was working on his precincts that were assigned. Chair Anita said she was working with General Registrar Shani on her precincts. Secretary Arlene said that she had completed the ADA compliance rating for (4) precincts. Chair Anita addressed her duties as the Chair and provided a list.

General Registrar Shani gave her report. The report will be attached to the minutes.

The Electoral Board is still working on the By-laws and Code of Ethics.

The Board of Supervisors has a meeting on Sept. 5, 2023 to approve the Tunstall Precinct remaining at the Tunstall High School.

The L&A testing for equipment will be on Sept. 12, 2023 and this is not open to the public. A representative from the Democrat and the Republican Parties will be the only individuals that will be allowed to attend.

The next meeting is scheduled for October 10, 2023 at 10:00AM.

The meeting adjourned at 1:16 PM.

Respectfully submitted:

A handwritten signature in cursive script that reads "Arlene Tinker Burkhardt". The signature is written in black ink and is positioned above the typed name.

Arlene "Tinker" Burkhardt/Secretary

Pittsylvania County Electoral Board

Registrar Report

1. It is a pleasure to address the Board and provide the following update
 - a. As of September 1, 2023 we have
 - i. 42,796 Active Voters
 - ii. 2,127 Inactive Voters for total of 44,923 voters
 - iii. Included in that are 358 Military voters
 - iv. 31 overseas voters and
 - v. 26 Federal voters for 29 precincts in Pittsylvania County
2. Early voting will commence on September 22 and our office has been busy preparing to serve the esteemed voters of Pittsylvania County.
3. Ballots – we are finalizing the ballot with the State right now and hope to get sample ballots to everyone very soon.
4. L&A – Logic and Accuracy testing will be on September 12th. We have notified party chairs and plan to get as much done as possible that day. The purpose of logic and accuracy testing is to test the voting machines to ensure that the machines are counting accurately. The ExpressVotes (the machines that are used by voters with disabilities) will be tested first in order to help prepare a test pack of voided ballots. The Board will then proceed to test the DS200 machines, which are the actual tabulators used for (1) early voting, (2) ballots received by mail and dropbox, and (3) votes cast on Election Day. The board will set additional testing dates as required, and we will send notifications of those new dates if needed.
5. Last week was Election Officer appreciation day. We worked in coordination with our public affairs officer to promote this county wide. As part of our information campaign, we also included links on social media and newsprint so citizens could learn more and could contact us to fill out information to be an election officer.
6. Some other items to note is that we received guidance from Elect that Electronic Student ID Cards will now be accepted.
7. Additionally, we have received updated guidance on election day regarding Ballot on Demand Systems. There are changes to record retention, chain of custody and Elect has aided to help localities remain in compliance with several updated steps. Pittsylvania county employs ballot on demand and will employ these new steps in training and implement during early voting beginning on September 22nd.
8. Finally, tonight the Board of Supervisors will hold a public meeting at 7:00 pm regarding the moving of Tunstall District, precinct #106. The purpose of this meeting to address the location of the Tunstall precinct.

Dates Coming Up

- Office Security Training – 8/22/23
- Office DS200 Training – 8/23/23
- Office PollPrint Training – 8/29/23 @2:00
- L&A Testing – 9/12/23
- Early Voting Begins – 9/22/23
- Last day to register to vote – 10/16/23
- ADA Compliance to be completed – 10/16/23
- Last day to apply for Absentee Ballot – 10/27/23
- Two Saturdays the Election Center will be open from 9-5 – 10/28 and 11/04
- Election day – 11/7

Training Dates

- September 14th @11:00 – Early Voting
- October 10th @1:00-4:00pm
- October 17th @5:30-8:30
- October 18th @ 10:00-1:00pm
- October 24th @4:30-7:30pm
- October 26th @10:00-1:00pm
- October 26th @5:30-8:30pm Hold as backup