



Westmoreland County Electoral Board Minutes

September 7, 2023

Called to Order at 10:08 a.m.

Monthly Electoral Board Meeting

Voter Registration Office

Attending - Barry Millward, Butch Filkoski, Katherine Craig, Dawn Jenkins.

Approval of Minutes from August 16, 2023

Motion to approve the minutes without corrections was made by Butch Filkoski and seconded by Barry Millward. Approved by voice vote.

General Registrar's Report

Dawn Jenkins reports that the Election Preparation Checklist has been completed through the current date. She also attended the VRAV meeting in King George. ELECT has created new specifications for the 1A envelope. The new 1A envelope is larger for the Same Day Registration Voters. ELECT recommends that, as a best practice, the Electoral Board provides the General Registrar with an express delegation of authority to unseal 1A envelopes when needed to capture voter registration records from provisional ballot envelopes. Kathy Craig made the motion that we the Electoral Board give Dawn Jenkins the delegation of authority to unseal 1A envelopes when needed. Barry Millward seconded the motion and motion carried by voice vote. For the start of Absentee and In Person voting Barry Millward gave Dawn Jenkins the Oath of Office for Print on Demand. The Electoral Board witnessed the Oath. Dawn Jenkins has posted a sample ballot on the Westmoreland Website. It will also be in the newspaper. New Voter Cards have been sent for the precinct location change for 301. A large number of this mailing has come back as undeliverable. Dawn Jenkins will be going to the Post Office to research the issue with the returned mail. The Vdrives have arrived from Hart. Hope to receive the test packs this afternoon or Friday. We set Monday September 11th at 9:00 a.m. for L & A testing of the voting equipment.

Old Business

When doing the Cage Checks we will also be doing the ADA Polling Place Checklist.. We will be doing the Cage Check on the 19th of September. Dawn Jenkins will send out notices to the Precincts letting them know we are coming on the 19th.

The Election Officer Training will be October 24th at 9:00 a.m. and on October 25th at 1:00 p.m. Dawn Jenkins gave us the printout of the Election Officer roster. We reviewed it together. We need to recruit more Election Officers and we have a need for more Chiefs and Assistant Chiefs.



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New Business

None discussed at this meeting.

Motion made to adjourn by Butch Filkoski and 2nd by Barry Millward.

Meeting adjourned at 11:28 a.m.

Barry Millward by Voice Order - Fil

Barry Millward
Chair

WJ

William (Butch) Filkoski
Vice Chair

KC

Katherine Craig
Secretary