

Westmoreland County Electoral Board Minutes

June 18, 2019

Called to Order at 9:04

Voter Registration Office

Attending - Barry Millward, David Lorms, Katherine Craig, Dawn Jenkins.

Approval of the minutes from June 6, 2019. The minutes were approved without corrections. Motion to approve by David Lorms and seconded by Kathy Craig.

Approval of the Canvass minutes from June 12, 2019. The minutes were approved without corrections. Motion to approve by David Lorms and seconded by Kathy Craig.

Old Business

We discussed the suggestions and/or comments that we received so far from the Chief Election Officers after the primary. Some of the items so far are: Power strips and extension cords, traffic cones that fall over, use wire frame signs were possible, more voting booths.

The areas that we as the Board would like to stress at the meeting are.

- 1) No thumb drives left in the units.
- 2) The Chiefs are not to read off the tapes, but to take the time to fill out the GR's form and read the totals off of it when calling into the GR.
- 3) Follow all the instructions on the envelopes and make sure they correct before sealing.
- 4) Specialized training for those that are setting up the equipment.
- 5) All the Election Officers will have the Electoral Board's business cards and any problems that are not specific to the election itself should be addressed to a Board member.

Anita has been calling the Chiefs and Assistant Chiefs of all 8 precincts to remind them of the upcoming roundtable meeting on the 27th at 3:00 pm.

New Business

We discussed that as soon as we know the election dates we need to send notices to the schools that are polling locations. This is the time of year that they are doing the planning for next years schedules.

We discussed the November ballots. As it is a local election each District will have different ballots and 202 & 301 will also have two ballots. Dawn has been in contact with Heart and has received information and pricing. We think that we will need 7 different ballots with 10 races and it is unknown if we will have any referendums that would also affect the ballots. We will still need to look at past elections to come up with a number of ballots to order for each precincts. We are thinking a ballpark amount for the ballots and programing the drives \$5,000. - \$6,000. Between now and the next meeting Barry Millward is going to work on ballot numbers and Kathy Craig will be working on a notebook to keep data of each election cost and ballot numbers. This will give us data going forward on ordering ballots and also for FY budgets.

A question came up about the Presidential Primary and when it will be held. It will be held on Super Tuesday March 3, 2020, but there could still be a June primary for Virginia. So there is a possibility of 3 elections during FY 2019-2020.

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With Super Tuesday being March 3rd we will need to start working on the calendar for it before the November Election.

Because of the large number of ballots we will need for the November election and now the possibility of three elections during the next budget. We reviewed the budget and found that some of the headings were confusing to the Board and would like clarification or changes. We directed Dawn Jenkins, GR to look into moving our postage to her postage account since she does our mailing for us. We discussed that we could have the Westmoreland County employees deliver and pick up our voting machines to save some money. We will revisit the budget as we receive more information on the ballot cost and if we have three elections this budget cycle.

The regularly scheduled meeting of the Electoral Board will be on July 11, 2019.

Meeting adjourned at 12:32



Barry Millward



David Lorms



Katherine Craig