

Westmoreland County Electoral Board Minutes

July 11, 2019

Called to Order at 8:59

Voter Registration Office

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

Approval of the minutes from the June 18, 2019 EB meeting. The minutes were approved without corrections. Motion to approve by David Lorms and seconded by Kathy Craig.

Calendar of Tasks for November Election

The GR has prepared a new Calendar of Tasks for the November Election. We reviewed the timing and tasks. Dawn will add a few dates to the Calendar and send to the Board.

Old Business

We discussed the Round-table meeting with the Chiefs and Assistant Chiefs. Overall we believe that it was very helpful and should be continued. It is important to timely address the concerns of the Chiefs and Election Officials and continue to have a round-table meeting after each election as they are needed. We will keep on file the concerns that have been turned into office. For the next Election we are going to concentrate on improving the signage for each precinct. Take a closer look at the cages and cart items and have a master list of what should be in each cage and cart. Also work on our Training program with dividing into specialty groups and cross training. We discussed the choosing of the Election Officers and that the Board has the final say on the OEs.

David Lorms will work on a letter/email to the Elections Officers and explain Virginia Election Law (2018) 24.2-115 that we need to have both Parties equally represented in each precinct and the Chief and Assistant Chief need to be of different parties. We are doing this to prepare for Audits that will be starting soon for all Electoral Boards.

Dawn Jenkins, David Lorms and Kathy Craig attended training in Richmond. We thought the training was helpful and at least one of us should attend each year. It was noted that some of the presenters relied on the PowerPoint (Death by PowerPoint) and the better presenters filled in the PowerPoint with added information. During the session on FOIA it was brought to our attention that the agenda should be posted on the web page prior to each Electoral Board Meeting. We shall begin posting the agenda on the web page.

New Business

At the Richmond Training Dawn Jenkins attended a class on Risk Limiting Audit. They are going to have a section on it in Kilmarnock. Dawn feels it would be good for us to attend. We are all going to attend on the 31st of July in Kilmarnock at the Library.

Kathy Craig approached Glebe Harbor Cabin Point Board President and asked if the Board would be interested in being the alternate polling place for 201- Cople Elementary School. The

Westmoreland County Electoral Board Minutes

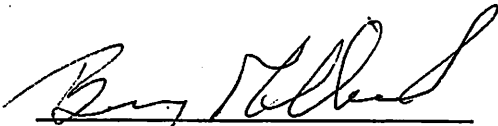
current alternate site is Newton Library and has limited space and parking. The GHCP Board is interested and we will take a look when we do a precinct tour.

David Lorms reported that Colonial Beach High School is not sure they have a place to store the cage for Elections. David will look into this matter.

Kathy Craig is working on an Election Cost spreadsheet. This can be kept as a reference when we are working on a budget so we can better estimate our election costs.

Our next regularly scheduled meeting of the Electoral Board will be on August 1, 2019.

Motion to adjourn made by Kathy Craig and 2nd by David Lorms. Meeting adjourned at 12:37



Barry Millward



David Lorms



Katherine Craig