

Augusta County Electoral Board
DRAFT APPROVED Minutes of Meeting
April 1, 2021
Smith West Room, Augusta County Government Center

- I. Call to Order. The meeting was called to order at 9:48am. Present were Marcy Reedy, Chair; Dave Leatherwood, Vice Chair; Georgia Alvis-Long, Secretary; and Robin Moyer, Assistant Chief Director of Elections/Chief Deputy Registrar.
- II. Approval of Minutes of Previous Meetings. Dave moved to approve the minutes from the February 2 and 24, 2021 meetings. Marcy seconded. The motion was approved unanimously.
- III. Registrar's Report.
 - A. Voting System Security Plan.
Signed by Secretary, Georgia Alvis-Long
 - B. Unisyn Voting Equipment Access Approval.
Signed by Electoral Board
 - C. Minimum Security Standards (MSS).
Signed by Electoral Board
 - D. Provisional Ballot Meeting Time.
Dave moved that the Provisional Ballot meeting time on June 9, 2021 to commence at 2pm. Georgia seconded. The motion was approved unanimously.
 - E. Propose for EB to have a meeting with American of VA prior to primary. The Board will formalize a checklist to cover expectations and deliverables from American of VA to present and discuss with Chris in mid May.
 - F. Marking handicap spaces at precinct locations for primary. The Board will clarify with Connie the precincts needing attention and will then meet with Candy on how the County may be able to assist American of VA with compliance.
 - G. Percentage of Ballots.
Democrat- 30%
Republican - 45%
- IV. Continuing Business.
 - A. Equipment Manager.
 - Update on job description.
Robin presented the Board with a formal job description for an Augusta County Election Equipment Manager. Connie compiled this description from other localities that utilize this position to assist in election equipment activities. Discussion ensued on clarifying a few

bullet points under nature of work and qualifications. Robin will take the suggestions back to Connie for editing purposes.

- Possible candidates?
Still pursuing.
- Ideas for promoting the position.
The Board will discuss with Connie the possibility and practicality of posting this position on the County website.

V. New Business.

A. CAP/Pre-processing for June 8 primary.

- What are our pre-processing needs? None at this time.
- Any additional needs for CAP? None at this time.

B. Early Vote for June 8.

- Use of poll pads/VERIS.
The decision was made to use poll pads.

C. Training for Chiefs/ACs

- What needs to be the focus?
It was decided that after a brief review of Duties and Responsibilities the Chiefs and ACs would be placed in to interactive groups where scenarios would be provided on "What If" and *What goes in to each envelope when closing the polls.*
- Roles and coverage among EB.
Georgia moved to discuss this topic closer to our training dates of May 25 and June 1. Dave seconded. The motion passed unanimously.

D. Approving New Officer of Elections

- Any remaining needs for officers at precincts?
Kelly A. Thompson
Anne Crews Shumate Gordon
Joseph R. Hynes
Thomas P. Farkas
Lelia Z. Brule
Lesley P. Rueb- Gunn
Thomas E. Rigg
Harold C. Bess
Timothy B. Earhart
Sandra Rush
James Rush

Marcy moved to appoint all names submitted as new OEs with their term ending on February 28, 2022. Georgia seconded. The motion was approved unanimously.

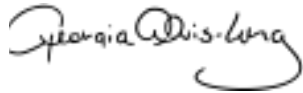
VI. Other Business.

A. Public Comments. None present.

B. Board Member Comments. None.

VII. Adjournment. The meeting was unanimously adjourned at 12:15pm. The next meeting is scheduled for April 13, 2021 at 1:00pm in the South Board Room.

Respectfully submitted,

A handwritten signature in cursive script that reads "Georgia Alvis-Long". The signature is written in black ink and is positioned above the printed name.

Georgia Alvis-Long, Secretary