

Chesterfield County Electoral Board

Electoral Board Members

Caroline S. Emmons, Chair
Lynette P. Clements, Vice Chair
Elizabeth G. Dwyer, Secretary

Electoral Board Meeting Minutes May 12, 2022

The following persons were present:

Board: Caroline Emmons, Chair; Lynette Clements, Vice-Chair; Elizabeth Dwyer, Secretary

Registrar's Office: Missy Vera

- 1. Opening:** Ms. Emmons called the meeting to order at 9:03 a.m.
- 2. Minutes:** The minutes from April 14, 2022, were approved as submitted.
- 3. Elections Officer Database:** EasyVote is a company that Chesterfield employs to maintain a data base of Elections Officers ("EO"). Approximately .1% of EO data was exposed on the internet from the database maintained by EasyVote. EasyVote has informed all who were affected. The Registrar's Office ("RO") will limit information maintained on this database and will report any additional findings about this matter to the Board.
- 4. Staffing Update:**
 1. Absentee Ballot Coordinator - applicants have been interviewed for this position and the RO expects to fill the position soon.
 2. Senior Assistant Registrar - this position is vacant due to retirement. Recruitment efforts are in process.
- 5. Redistricting Update:**



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1. Magisterial Districts and precincts have been approved by Board of Supervisors and the Attorney General.
2. The Virginia Department of Elections is in the process of updating voter registration data and systems. The RO will mail voter registration cards as soon as possible after the state completes its work.
3. Precincts - there are now 87 precincts in Chesterfield (6 added this year). There are two split precincts.
4. Early voting begins Sept. 23.

6. Cyber Navigator Program: The RO will participate in this program that assigns college interns to localities during the summer to provide additional technology personnel. The interns will work under the supervision of County technology department (“ITS”) to address cyber security goals previously identified by ITS. Ms. Clements will meet with the interns to review Electoral Board (“EB”) matters

7. Election Preparation: The RO is preparing to comply with the new legislative mandate to report all results by precinct - including early in-person and mail voting (which do not take place at precincts). The ExpressVote option (which is currently used for some voters at precincts) would reduce error and time at all in-person voting locations. The RO will ask the county’s Communications Department to develop an educational video to explain and demonstrates the ExpressVote process. Other educational efforts were discussed.

8. Security: The Board discussed security issues and the need to expedite physical security improvements at the main office and warehouse locations Ms. Clements has spoken with County security personnel to express the EB’s concerns and learn what security improvements are being planned by the County. Ms. Emmons will follow-up with County officials. Ms. Dwyer will contact law enforcement officials to discuss security issues and possibly arrange a meeting the EB. It was agreed that the EB should identify in advance specific issues to discuss with law enforcement.

9. Closed Session: Upon a motion made by Ms. Cements, seconded by Ms. Emmons and passed by unanimous vote, the Board went into closed session at 11:14 am for the purpose of discussing prospective candidates for employment. Upon a motion made by Ms. Clements and seconded by Ms. Dwyer as passed by unanimous vote, the Board reconvened in open session at 11:30. The Board certified that the closed session was held in accordance with law (certification attached).

10. Next Meetings: June 9 at 10:00; July 14; August 25 at 10:00.



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11. **Adjournment** - On a motion made by Ms. Dwyer and unanimous vote of the Board, the meeting was adjourned at 11:31.

Date Approved

Elizabeth Dwyer, Secretary



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