

Chesterfield County Electoral Board

Electoral Board Members

Lynette Clements, Vice Chair

Dorothy Jaeckle, Secretary

Electoral Board Meeting Minutes January 10th, 2023

Lynette Clements called meeting to order at 9:02am

The following persons were present: Lynette Clements, Dorothy Jaeckle, Missy Vera, Michael Schwartz, Leslie Foreman and John Kwapisz (observer)

No Minutes to Approve

Missy Vera gave the following updates regarding the special election:

- Special Election CAP Logic and Accuracy went well
 - Created ballots on 3 Ballot on Demand Printers and ran through DS200
 - Tested 8 DS200s and 2 Express Vote (all passed)
- Precinct Logic and Accuracy scheduled to begin 1/31/2023
- Equipment Allocation
 - 1 DS200 to each precinct and 3-4 Electronic Poll Books
 - request extra signs for some precincts to direct voters to polling entrance
- Ballot Order
 - 10% (based on registered voters) pre-printed ballots for emergency in case machines fail during Early Voting
 - 30% (based on registered voters) for each precinct on election day
 - The unused ballots ordered for Early Voting will be reallocated to the precincts for use election day
- Staffing Precincts
 - Staffing – 45 precincts – letter drafted to Chief and Deputy Chiefs reminding them to have an equal number of Democrat and Republican Officers of Election
 - Missy directed Leslie to assign OOE's to assist the Chief and Deputy in ensuring equal representation and send roster to Chief and Deputy Chief.
 - Leslie will use officers from CON 1, as needed, with the goal of equal representation of each major party at each precinct. If the EPB "expert" at each precinct has not been included in the roster, the Chief will add that person to the staff.
- Training
 - Chief Officer and Deputy Chief – Thurs., 2/9 from 6-8 @PMR (Dorothy will attend this meeting)
 - Sat 2/11 from 10-12 @PMR (Lynette will attend this meeting)
- Communications and Media
 - Missy met with Communications and Media to discuss messaging about the February 21st Special Election



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- Getting heavy message out that it is only the 4th Congressional District
- Additional messaging out to remind voters that a witness signature on absentee ballots is required– we continue to receive a lot without a witness signature.

Lynette informed that LaPrade is going under construction in the summer, and this will affect the November election. Plans need to be in place due it is being a precinct and a satellite location.

Meeting was adjourned at 10:22am



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