



*Louisa County Electoral Board
Office of General Registrar
1 Woolfolk Avenue
Post Office Box 220
Louisa, Virginia 23093-0220*

Curtis J. Haymore
Chairman

Phone: 540-967-3427
Fax: 540-967-3492

David M. Koegle
Secretary

Jeanne E. Wolf
Vice Chairman

Cristy E. Watkins
General Registrar

Draft Minutes of Electoral Board Meeting, February 5th, 2021

The Louisa County Electoral Board met on Friday, February 5th, 2021 to discuss events and issues relative to the 2021 Electoral Calendar Year with respect to resources, training, planning, and Covid-19 complications. The meeting was conducted in-person and electronically due to the pandemic.

Call to Order – Friday, February 5th, 2021

Mr. Haymore called the meeting to order at 1:00 p.m. with the following persons in attendance:

Mr. Curtis Haymore, Chairman, Louisa County Administration Building
Mrs. Jeanne Wolf, Vice Chairman, via teleconferencing
Mr. David Koegle, Secretary, Louisa County Administration Building
Mrs. Cristy Watkins, General Registrar, Louisa County Administration Building

Nancy Bashaw – Public Listener
Karen Davenport – League of Women Voters, Charlottesville, Va.

Approval of Minutes

Mr. Koegle made a motion, seconded by Mr. Curtis Haymore to accept the minutes of the January 5th, 2021 meeting. The motion was carried by acclamation.

Roll Call Vote:
Mr. Curtis Haymore – Aye
Mrs. Jeanne Wolf – Aye
Mr. David Koegle – Aye

Registrar’s Report – Mrs. Cris Watkins



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-
- **Update on Office Relocation** – Awaiting any status changes from Christian Goodwin
 - **Candidate Forum for 2021** – February 23, 2021, 6 pm, Louisa County Office Building
 - **Legislative Report** – Reviewed proposed bills that may affect voting 2021
 - Mrs. Watkins reviewed the pending bills. Three bills of interest are being considered
 - HB 18990/SB 1395 - Civil penalty – fine of \$1000.00 for denial of voter rights
 - HB 2081 - No Firearms in Precinct Locations
 - HB 1921 Curbside Voting
 - **Triggering Events Review**
 - Security Policies and Procedures and Risk Assessment – Needs to be updated but is awaiting information – **to be updated prior to November 2021 election** – awaiting information to perform updates
 - Security Incident Handling policies and Procedures
 - Security-related Instructional Materials
 - Cybersecurity Awareness Training – **Under Review**
 - Cybersecurity Incident Response
 - Risk Assessment
 - Personal Security
 - Physical Access
 - **New Equipment Purchase**

The purchase of new Electronic Pollbooks is in process. Mr. Koegle will be undertaking the training presentation and planning process once information becomes available.
 - **Redistricting**

Redistricting information may become available provided after July. Elections in 2021 will be performed using the current districting lines.



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- **Election Officers**

The Louisa County Electoral Board and General Registrar have reviewed the Election Officer assignments. Election Officer Appointment Letters are to be sent out the week of February 8th, 2021. The list will be posted in the General Registrar's Office.

- **Election Officer Training**

Election Officer Training in 2021 will require the additional training to address new equipment and procedures to include a new Electronic Pollbook, scanner, and printer. Mr. Koegle will undertake new training development

Chairman's Report

- **ELECT Electoral Board Training** – The Louisa Electoral Board is current with current commonwealth training requirements

- **Roles and Responsibilities** – Upon completion of the Commonwealth EB training, Mr. Haymore stated that the Louisa Electoral Board should further define and formally direct the General Registrar in assigned duties.

- **Electoral Board Officers** – Mr. Koegle made a motion, seconded by Mr. Haymore that officer positions and responsibilities for 2021 remain as follows:

Mr. Haymore – Chairman
Mrs. Wolf – Vice Chairman
Mr. Koegle - Secretary

- **Cybersecurity Firm** - Mr. Haymore presented the possible use of a subcontractor to fulfill and ensure the Louisa County General Registrar and Electoral



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Board maintained approved guidelines per ELECT. Mr. Haymore is currently reviewing the proposed services.

Secretary's Report

- All topics for discussion were completed under the General Registrar or EB Chairman's paragraphs.

Vice Chair's Report

- Mr. Koegle made a motion to approve the current list of Election Officers and their appointment. The Motion was seconded by Mrs. Wolf.

Role Call Vote:
Mr. Haymore – Aye
Mrs. Wolf – Aye
Mr. Koegle - Aye

New Business

Old Business

Date and Time of Next Meeting

The next scheduled meeting of the Louisa County Electoral Board will be held on March 1st, 2021, 10:00 a.m.

Adjournment

The meeting was adjourned at 1:29 p.m.

Upcoming Dates:



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February 1, 2021 – Electoral Board Meeting
February 23, 2021, 6 pm Candidates Forum
April 23, 2021 – Early Voting begins for June Primary
June 8, 2021 – Primary for Governor, Lt. Governor, And Attorney General
September 17, 2021 – Early Voting begins for November General
November 2, 2021 – November General Election

County Holiday Closings

January 18 – Martin Luther King Day
February 15 – President's Day
May 31 – Memorial Day
June 18 – Juneteenth Day
July 5 – Independence Day
September 6 – Labor Day
October 11 – Columbus Day
November 11 – Veteran's Day
November 25 & 26 – Thanksgiving
December 23 & 24 – Christmas
December 31 – New Year's Day Observed