



*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, April 5th, 2021

The Louisa County Electoral Board met on Monday, April 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 via teleconference and Zoom.

Call to Order – Monday, April 5th, 2021

Mr. Haymore called the meeting to order at 9:02 a.m. with the following persons in attendance:

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

Karen Davenport – League of Women Voters, Charlottesville, Va.
Tess Sprouse – Asst. Chief, Precinct 101 – Zions Crossroads

Approval of Minutes

Mrs. Wolf made a motion, seconded by Mr. Curtis Haymore to accept the minutes of the March 1st, 2021 meeting.

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** – No change - Awaiting status changes from Christian Goodwin
- **Legislative Report** – Bills that have passed the Legislature and have been signed by the Governor will go into effect on July 1st, 2021. Reviewed proposed bills that may affect voting in 2021. Bills of interest include the Precinct No Gun Zone.

For the June Primary, the cure process, ballot drop boxes and witness signature requirement waiver are all in the budget amendment. They will not go into effect until the budget amendment is signed by the Governor.

The requirement that no handguns are permitted within the 40' restricted area or the voting precinct was discussed. A sign will be developed, laminated, and attached to the "Prohibited Signage" for voters.

- **Ballot Order** – Mrs. Watkins provided a copy of the approved candidate positions (order and spelling) on the ballot. The candidate positioning and spelling was checked and approved. Mr. Haymore made a motion, seconded by Mrs. Wolf, to place a ballot order for 50% of the registered voter count.

Roll Call Vote:

Mr. Curtis Haymore – Aye

Mrs. Jeanne Wolf – Aye

Mr. David Koegle – Aye

- **Triggering Events Review**
 - All events were reviewed with signifying that the Security Policies and Procedures document has been updated to reflect new equipment serial numbers. The document information has been passed to ELECT signifying LCEB has completed its requirements with additions changes expected in the future.



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- **New Equipment Purchase**

The new Electronic Pollbooks have been sent to New Jersey for “loading” and “pairing” and will be scheduled for testing in March. Mr. Koegle will be undertaking the training presentation and planning process once information becomes available.

- **Election Officer Survey**

Mrs. Watkins provided a copy of an Election Officer Tool and Chief Election Officer Tool be used in lieu of our “Hot Wash”.

- **Election Officer Training**

Election Officer Training remains as scheduled and will require the additional training to address new equipment and procedures to include the new Electronic Pollbook, ID scanner, and printer. Mr. Koegle is to contact DemTech to schedule the new equipment programming and test. Mr. Koegle will be developing the new equipment training

- **Electoral Board Basic Training**

Mrs. Watkins announced that VEBA will have a Boot Camp training April 10, 2021 and is available to all Electoral Board members and General Registrars. The training will be held at 507 Miller St, Burkeville, VA and will also be available by Zoom.

Chairman’s Report

Secretary’s Report

- Mr. Koegle provided an update regarding the new Electronic Pollbook preparations for the June Primary.



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Vice Chair's Report

New Business

Old Business

- Items of discussion included:
 - Election Officer Pay – to be reviewed prior to the 2022 Budget submittal
 - Physical Security Policies and Procedures approved by the Electoral Board

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

 - Early Voting begins April 23rd, 2021
 - A future possibility of tabulating Early Voting results by precinct (dependent upon the Virginia Legislature).
 - Voter Assurance Confidence Activities – To be discussed with a possible article in the Central Virginian, Opinion Article, and Open House to display the equipment and explain how the equipment is used.

Date and Time of Next Meeting

The next scheduled meeting of the Louisa County Electoral Board will be held on May 3rd, 2021 at 10:00 a.m.

Adjournment

The meeting was adjourned at 10:17 a.m.



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Upcoming Dates:

April 23rd, 2021 – Early Voting begins for June Primary
May 3rd, 2021 – Electoral Board Meeting
May 12th or 13th, 2021 – Electronic Pollbook Training, Louisa Fire Station
June 2nd/3rd, 2021 – Election Officer Training
June 8, 2021 – Primary for Governor, Lt. Governor, and Attorney General
June 9th, 2021 – Election Canvass
September 17th, 2021 – Early Voting begins for November General
November 2nd, 2021 – November General Election
November 3rd, 2021 – Election Canvass

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