



**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 24, 2020

The Louisa County Electoral Board met on Friday, April 24th, 2020 to discuss events and issues relative to the upcoming Louisa Town Election, June Primary Election, and November Presidential Election with respect to resources, training, planning, and complications from the Covid-19 virus. The meeting was conducted via teleconference.

Call to Order – Friday, April 24th, 2020

Mr. Haymore called the meeting to order at 10:00 a.m. with the following persons in attendance:

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

Approval of Minutes

Mr. Haymore made a motion, seconded by Mrs. Jeanne Wolf to accept the minutes of the March Primary Canvass Meeting and March 23rd/24th, 2020 Teleconference. The motion was carried by acclamation.

Registrar's Report

May Town of Louisa Election

Three sets of Personal Protective Equipment was provided by David Koegle
Louisa County has a supply of masks, hand sanitizer, and equipment sanitizer available
Six Officers of Election are confirmed (3 for precinct and 3 for CAP)
Two Sneeze Guards – (pollbook officer/ballot officer)
Health Advisor Participation – Dr. Denise Bonds, Director, Thomas Jefferson Health District has been consulted regarding Covid-19 safety.



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June 23 Republican Primary

Training Dates -

Date	Morning	Evening	Attendance	Media/Location
16 June 2020	10:00 a.m.	7:00 p.m.	Election Officers	Electronic/Video Teleconference
17 June 2020	10:00 a.m.	7:00 p.m.	Election Officers	Louisa County Administration Building Meeting Room – 2 nd Floor
18 June 2020	10:00 a.m.	7:00 p.m.	Chief of Precincts	Louisa County Administration Building Meeting Room – 2 nd Floor

Personal Protective Equipment

ELECT will provide each precinct a protective kit containing

20 Masks

20 Pairs of Gloves

Louisa County will have 200 masks available

LCPS is researching availability of standalone hand sanitizer dispensers/equipment

Andy Wade is researching sanitizer provisions from local breweries

June Canvass Participation and Scheduling

The June 23rd Republican Primary Canvass will begin at 7:30 p.m. at the Louisa County Clerk of Courts Office. The Canvass is expected to continue through June 24th. (See Schedule of Events)

Precincts

Yancyville – The General Registrar is looking for the Governor to lift the social distancing requirement prior to the June election. If social distancing is not lifted a tent



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or other location will be required. Governor Northam's Executive Order expires currently expires on June 10th.

Election Officers

Three Election Officers per precinct (One Chief/two EOs)

Three/four Standbys in response to last minute sickness/issues

The General Registrar is working with the Louisa County Administrator regarding the training and use of county employees who may volunteer to support the election.

November Election

No Excuse Absentee Voting begins July 1st, 2020

Chairman's Report

Communication with Disability Law Center

Mr. Curtis Haymore responded in writing to a request from the DLC for information regarding how Louisa County will ensure Americans with disabilities are able to vote considering the Covid-19 stay-at-home order. Mr. Haymore had a direct conversation with DLC explaining that Louisa County voters will be allowed to absentee vote and vote in person (assisted or not) at the Registrar's Office even if the County buildings are closed. The General Registrar will provide Disabled Voters curbside voting privileges and curbside assistance.

Secretary's Report

Scanner Repair and Return to Service

A Scanner used in the March Election and found to be unsuitable for ballot scanning was removed from service and sent to the OEM for repairs and cleaning. The Scanner was returned to the Louisa County General Registrar's office on April 17th and placed in storage at the Ogg Building facility.



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New Business

Electronic Meeting Policy

Mrs. Watkins recommended the Louisa County Electoral Board adopt an edited Electronic/Video Teleconferencing Policy provided by ELECT. Mrs. Watkins will make edits to the current ELECT policy and provide copies to the Electoral Board for acceptance at the next scheduled meeting.

Programming CAT

The CAP scanner will be programmed for the June Election on Monday, April 27th, 2020. Following the programming, an L&A Test will be performed. The test requirements for the Test Deck have been provided.

Old Business

ELECT Cyber-Security Plan – is currently on hold pending the resolution of Covid-19 and current/future election responsibilities

Physical Security Plan – Any additions/edits will need to be forwarded to Mr. Haymore for inclusion in the revised edition.

New Equipment – Mrs. Watkins stated New Equipment is currently on hold awaiting OEM approval/certification possibly before the November election.

Review of Dates

May 19, 2020 – Louisa Town Election

May 19, 2020 – Louisa Town Election Canvass Begins – 7:30 p.m.

May 20, 2020 – Louisa Town Election Canvass Cont. – 9:00 a.m.

June 23, 2020 – Republican Primary Election

June 23, 2020 – Election Canvass Begins - 7:30 p.m. in the Clerk's Office

June 24, 2020 – Canvass Cont. at 9 a.m.



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June 26, 2020 – Canvass Cont. at 11 a.m. – if needed

June 30, 2020 – General Registrar and staff state training – Midlothian, Va.

July 1, 2020 – Electoral Board state training – Online

Adjournment

The teleconference was adjourned at 11:02 a.m.

DRAFT