



***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, July 7, 2021

The Louisa County Electoral Board met on Wednesday, July 7, 2021 to discuss general business of the Board

Call to Order – Wednesday, July 7, 2021

Mr. Haymore called the meeting to order at 10:06 a.m. with the following persons in attendance:

Mr. Curtis Haymore, Chairman
Mrs. Jeanne Wolf, Vice Chairman
Mrs. Cristy Watkins, General Registrar

Tammy Purcell, “Engage Louisa”, via telephone
Karen Davenport – League of Women Voters via telephone
Karen Whitlock – In person

Approval of Minutes

Mr. Haymore made a motion, seconded by Mrs. Wolf to accept the minutes of the June 2, 2021 meeting and the June 9-11 Canvass of the June Primary. The motion was passed.

Registrar’s Report – Mrs. Cris Watkins

- **Update on Office Relocation** – Mrs. Watkins e-mailed Mr. Goodwin regarding the status of the office relocation. He replied that as of now there are no plans to move the office and that we could plan to have early voting in the Public Meeting Room as last year. After some discussion regarding the need for a satellite for Early Voting in November, Mr. Haymore made a motion to only conduct Early Voting at the County Office Building for November 2021 with no satellite location. Mrs. Wolf seconded the motion and the motion passed.

- **Office Intern through UVA** – The County contacted multiple applicants and was unable to hire an intern.
- **NVRA Purge** - Mrs. Watkins reported that ELECT has completed the NVRA purge of voters who became inactive and have since not voted in two Federal elections. The list contained 270 voters who went inactive in August 2017 and did not vote in November 2018 or November 2020. The voters became inactive for failure to respond to an address confirmation mailing.
- **Triggering Events Review** – A review was conducted. Mr. Haymore will review the Risk Assessment by August 1 and the Security Incident Handling Policy by September 1. Mr. Koegle will review the security related instructional materials by September 1.

Chairman’s Report

- Mr. Haymore made a motion, seconded by Mrs. Wolf, to send a letter to Mr. Jeff Coates notifying him that he will no longer be on the list of Officers of Election. The motion passed.
- Mr. Haymore mentioned that the DemTech training for General Registrar’s staff, IT staff, and Electoral Board members will take place tomorrow, July 8, at 9 am, at St. James Parrish Hall.

Secretary’s Report – No report

Vice Chair’s Report – No report

New Business

- Split Precincts – Discussion ensued regarding the possibility to Officers of Election working split shifts as allowed by law. Mrs. Watkins will contact other localities that use split shifts to see how they are handled. Mr. Haymore will work on Policy and Procedures for split shifts. A vote was delayed until a later date regarding implementation.

Old Business – No old business came before the Board

Date and Time of Next Meeting – The next meeting will be held August 4, 2021 at 10 am.

Closed Session

The Board voted at 10:50 am to go into closed session pursuant to Va. Code §2.2-3711(A) for the purpose of conducting the performance evaluation of the General Registrar. Mr. Koegle joined via telephone for the remainder of the meeting.

Regular Session



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On a motion made by Mr. Haymore and seconded by Mrs. Wolf, which carried by a vote of 3-0, the Board returned to regular session at 11:40 am.

Pursuant to Va. Code §2.2-3712, the motion members of the Electoral Board were polled as certify that to the best of each member's knowledge (i) only public business matter lawfully exempted from open meeting requirements under this chapter, and that (ii) only such matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting.

Mr. Haymore – Aye
Mrs. Wolf – Aye
Mr. Koegle - Aye

A motion was made by Curtis Haymore and seconded by Mrs. Wolf to accept the Annual Performance for the General Registrar and prepared by Mrs. Wolf.

Adjournment

The meeting was adjourned at 11:45a.m.

Upcoming Dates:

July 7th, 2021 – In Person Voter Registration training – Public Meeting Room – 7 pm
July 8th, 2021 – DEMTECH Training
August 4th, 2021 – Electoral Board Meeting – 10 am
August 25th, 2021 - (10:00 a.m. and 7:00 p.m.) – New Electronic Pollbook Training LVFD Hall
September 9th, 2021 (10:00 a.m. and 7:00 p.m.) – New Electronic Pollbook Training LVFD Hall
September 17th, 2021 – Early Voting begins for November General
October 27th, 2021 (10:00 a.m. and 7:00 p.m.) – Election Official Training
October 28th, 2021 (10:00 a.m. and 7:00 p.m.) – Election Official Training
November 2nd, 2021 – November General Election
November 3rd, 2021 – Election Canvass

County Holiday Closings

September 6th, 2021 – Labor Day

October 11th, 2021 – Columbus Day

November 11th, 2021 – Veteran's Day

November 25th & 26th, 2021 – Thanksgiving

December 23rd & 24th, 2021 – Christmas

December 31st, 2021 – New Year's Day Observed