

The County of New Kent Electoral Board met on Tuesday, February 19, 2019, in the office of the General Registrar in New Kent. Chairman Moss called the meeting to order at 12:00 p.m. with all members present. Our newest Board member, Larry Reynolds attended as a guest of William Jeffries. The Registrar and staff also attended for concerns to be discussed in the meeting. Minutes of the February 5, 2019 meeting having been sent to the Board members for review were approved and signed. Members were polled:

William Jeffries, Aye

Charles Moss, Aye

George Winson, Aye

Chairman Moss mentioned that he had spoken with the County Administrator after the prior meeting. The Electoral Board will receive from the Human Resources Director guidance on qualifying the Officers of Election. This qualification process will proceed the appointment process of the New Kent County Electoral Board.- Let it be noted that All of the 112 Officers of Elections that are listed in the previous minutes are grandfathered, meaning that All Officers that are presently appointed have worked as Officers of Election in previous elections, prior to the new policy being handed down from the Human Resources administration. These officers are all qualified to serve as officers of Elections in New Kent County due to their years of service. All newly appointed officers after the adaptation of this policy will be appointed after they are qualified, screened, and processed through Human Resources as other county employees, meaning that they will be subject to background checks, and screenings to qualify them as county employees. -They will be sent through the Human Resources department when the Board meet the first full week in February (24.2-115) to appoint the officer of Election for New Kent County, under the new, qualification process. Ms. Thornton also reminded the Board that the Human Resource Director will need to know all of our deadlines when we do this process. Motion was made and carried. Members were polled. Copy of these minutes will be provided to the County Administrator and to the Director

William Jeffries, Aye

Charles Moss, Aye

George Winson, Aye

of Human Resources after they are approved by the Board. Documentation for Part-time employee / Officer of election was requested to be pulled from the Registrar's emails from 2016 when we actually used two Officers of election to assist us with absentee voting, Dorothy Stump and Edward Schell. The County administrator after conversation with the Registrar agreed to assist our department with funds from contingency, if need in order absentee voting would run smooth and efficient in order to keep lines down and to assist with outside polls voters during the 45 day period of absentee voting. (See attached emails between Registrar, County administrator and Finance Dept.). These emails were sent to the Electoral Board Members as well. Mr. Jeffries asked if we would get clarification on whether or not we could use volunteers to work in the office. We were told by previous Human Resource Directors that if a person was on the county payroll then they must get paid for the work that they do, but under the Virginia Election Laws §24.2-116 it states that "*an officer of election may waive compensation and serve as an unpaid volunteer officer. Unpaid volunteer officers shall possess the qualification and fulfill the requirements that apply to paid officers of election*". We need clarification on the Counties policy with the new Human Resources team on what their policy will be on this when we get busy again for the upcoming local election in November. Motion was made and carried. Members were polled:

William Jeffries, Aye

Charles Moss, Aye

George Winson, Aye

Chairman Moss asked if there were any other concerns in this meeting then the staff/ Registrar handed him an Officer of Election response notice that had just been receive in the mail the day before from one of the appointed officers that had training and was not called to work this past November. The Electoral Board members passed it around and each took time responding to the very surprising note from Janice Austin with her opinion of the Registrar's office and staff since she was not called to work in November. The Secretary of the Board will respond to her accusations.

The Board wants to know why she responded the way she did? The training manual and the Training Sign-In sheet will now have added to the sheet a disclaimer from the Board

that will read “you have been appointed and informed, but not everyone will work”.

Chairman Moss wanted to thank Mr. Jeffries for his hard work and for agreeing to come back on the Board by re-appointment of the Judge, to complete Kenneth Moore’s term as the secretary for the remaining year of 2016. Very dedicated to his work.

Mr. Moss also mentioned that he had spoken with the County Administrator that the Board would like to increase the pay amount for the officers of Election a \$10 increase for this coming election year. The County Administrator asked if we could find a place in our budget line to take the money from for their increase which would be roughly \$1,000. The other Board members said that The County should be able to pay that from out of their contingency line item. The motion was made and carried.

William Jeffries, Aye

Charles Moss, Aye

George Winson, Aye

Question also was brought up by the Board member on one of the officers of election that had spoken with the County Administration of a felony concern that the staff was unaware of. The Registrar and Board will look more into this situation with the Department of Election, Garry Ellis to check on this concern.

FUTURE MEETING DATES: The next meeting will be on Friday, March 1, 2019 to go over the Electoral Board’s reorganization.

ADJOURNMENT: William Jeffries moved we adjourn meeting at 1:45 p.m., seconded by George Winson, motion carried:

William Jeffries, Aye

Charles Moss, Aye

George Winson, Aye

Secretary

Chairman

February 27, 2019
Date Prepared

Vice-Chairman