

The County of New Kent Electoral Board met on Monday January 4, 2021, via Conference Call .com set up by Secretary George B. Winson, in New Kent. Chairman Moss called the meeting to order at 6:30 p.m. Those asked specifically to attend this call meeting were the following: Chairman Charles Moss, Secretary George Winson, Acting Vice Chairman William Jeffries, General Registrar / Director of Elections, Karen Bartlett and Chief Assistant Registrar, Simone Thornton.

Emergency Meeting: Definition of emergency, §2.2-3701: "Emergency" means an unforeseen circumstance rendering the notice required by this chapter impossible or impracticable and which circumstance requires immediate action.

CONSIDERATION OF MINUTES: Due to the Coronavirus Pandemic and Government County Offices Closure since March 16, 2020, previous minutes are being worked on and have not been sent, therefore have not been approved at this time.

DISCUSSION: FY21-22 BUDGET MEETING: The County Administrator and Budget team will begin to conduct the year budget meeting with each department beginning Tuesday, January 5, 2021. The Electoral Board and Registrar is scheduled for 4:00 p.m. Registrar requested a zoom meeting for our department but have not heard back from the County Administrator, Rodney Hathaway. The New Kent Courthouse is closed for two weeks due to COVID and the numbers in the County as far as confirmed cases are climbing again. Some concerns from the Registrar and staff are as follows: the budget submission was due by December 10, 2020 and was done so by that time. Following the same format from previous submissions but this year Chairman Moss was going to ask for an increase for the Officers of Elections to take their pay up to the new minimum wage standards for the year to come when the increase is to take place, 2022. It is going to be asked if the county could help us to increase the workers to \$15 per hour. This had not been included in the original submission package that was submitted on December 10, 2020. Ms. Bartlett asked for the Board's guidance in the meeting scheduled for tomorrow. It was also discovered in a conversation that ALL County employees received a \$500. Bonus on November 30, 2020 pay check but, again, our department was excluded. We were just told in the September 3, 2020 meeting by County Administrator and Human Resource Director that the Officers of Election were now considered County Employees. Several things that took place during this pandemic period were not communicated well by the County and several personal opinions have been made. The County received \$2 - \$4 million in COVID Relief / CARES ACT funding. This was given from the State to aid and assist the County with any issue that may help run the county safe and

secure during the Pandemic and to also make sure that everything was needed and met to secure safety for the employees and ELECTIONS.

The Department of Elections also gave each locality a “Bucket Fund” (roughly \$51,000.) to make very sure that election security and safety was met. Our Office, after seeing how well the other localities were working along with their County Government, we asked for sneeze guards, UVC lighting and hand held UVC cleaning wands, room cleaning UVC light and Non-contact Infrared thermometers, and was asked “Why”. We were told that each officer / Employee had to have a training on PPE. We were told ALL employee must take this by August 26, 2020, three days prior to the end date. We asked if this training could be given on line like we, Registrar and staff would do and we were told, No, but we can give them a booklet that the Officer can read and sign the last page showing that they did take the training. Then as we were spending from our bucket and trying to keep track of everything we spent, we were told that a Fire & Rescue – our COVID relief Captain was going to order us Lap Tops to remote into New Kent County so that we could work from home more safe and secure. We knew we would have to pay for those 2 lap tops but the other items were not communicated to us like that. Especially the booklets for training purposes only (\$1,600). Everything that was purchased by our department we were told to go ahead and get it the county has some money then we were told afterward that the county only purchased it until we got out “bucket money”, Now they are taking their money back and we have overspent, by thousands of dollars.

Nothing was communicated properly even from the Department of Elections. Thinking that we may need additional funds the Center for Technical Life Center (CTCL) offered each locality additional grant money by way of the Department of Elections. This could be used for hazard pay for the Officer of Election. And any type of equipment that was lost due to COVID 19. We submitted an application and were approved for roughly \$9.637

The Electoral Board was going to request a meeting with the County Administrator over the budget and want to get it in writing if the Registrar is included as a County Employee, The Chief Assistant, is included as a county employee and whether or not the Officers of Elections are included as county employees. Or whether or not Part-time Employees are not included in bonuses. If they are then they are owed some more money from the county.

ADJOURNMENT: Chairman Moss moved to adjourn the call meeting at 7:55 p.m. p.m. Secretary Winson seconded. Members were polled.

George B. Winson	Aye
Charles E. Moss, Sr.	Aye
William M. Jeffries	Aye

Secretary

Chairman

Vice-Chairman

Date Prepared
March 11, 2021