

The County of New Kent Electoral Board met on Thursday, April 20 2021, via Conference Call .com set up by Secretary George B. Winson, in New Kent. Chairman Moss called the meeting to order at 7:05 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.

CONSIDERATION OF MINUTES: Due to the Coronavirus Pandemic and Government County Offices Closure since March 16, 2020, previous minutes all have been sent to the Board and have been approved, including the last meeting minutes of April 13, 2021.

DISCUSSION OF CUSTODIAN / TECHNICIAN JOB DESCRIPTIONS: After more discussion the Board agreed that who ever does the job will need to pinch in on occasion and possibly need to fill in for the other person. Vice Chair Jeffries asked Secretary Winson if he would com up with something to add in the description that states that and send it to the Registrar after the meeting so that we could post that. It was also asked of the Registrar if she would find out from Human Resources Department if that would be possible to update the description since it had already been posted on the different websites. She said that she would check with the Humas Resources Specialist, Elizabeth Fordham and would let the Secretary know as soon as she found out if it could be updated and reposted. The members agreed that that would be crucial to let it be made known in the description that there would be times that the Custodian may have to fill in for the Technician and vice versa. The Board agreed They agreed that an addendum be added to the previous description and updated to the job descriptions wherever it had been previously posted. Secretary Winson made a motion; Vice Chair Jeffries seconds the motion. Members were polled.

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

The member agreed that they would begin interviews next week beginning with the two applications that have already been submitted to Human Resources. They had been sent to the Board members for review. The Two applicants are David Maloney who was the fill in person/ technician for the Electronic Poll Books and filled in for Kelly Lowe with the machines when she was not available in previous elections, and Gregory Darrisaw who is a project manager and very

experienced with lap tops and computer software and hardware. He has also served as on Officer of Election for several years until his full-time job got to be more demanding so he stepped down from working in the precincts a couple years ago, but always said that it was very enjoyable working in the precincts serving the citizens of New Kent County.

DISCUSSION: Secretary Winson brought to the Board attention that one of the Officer/ Part-time Assistant Registrars, Frances Gardner. had sent an email wanting to meet with them to discuss some things of concern to her. The Board agreed to talk with her via conference call.com on Tuesday evening, April 27, 2021 at 7:00 p.m. They would have the Registrar to send out information, such as the addendum of the job descriptions to the two applicants after approval that they could update the description from Human Resources; to the applicants. Secretary Winson will get with the Registrar and Chairman to hopefully set-up their own conference call (Web-ex.) line to conduct the interviews on Wednesday, April 28, 2021 at 6:30pm and 7:00 p.m. The Board agreed to put them in order of how they received their applications. David Maloney at 6:30p.m. (or first), and Gregory Darrisaw at 7:00p.m. (or second).

WEB-EX ACCOUNT SET-UP PRIOR TO INTERVIEWS: Secretary Winson got with the Chairman and the Registrar about setting up an account with Web-Ex, that may also help the Board with virtual trainings. The Registrar believe after the budget is adopted in May 2021, after speaking with Finance Assistant Director, that we may have funds to pay for that account out of Other Office Supplies

DISCUSSION HOUSE BILL 1968: Discussion is going on between the different regions in the state as to what the electoral Board thinks if we all had to work additional Sunday hours after July 1, 2021. The General Assembly already passed regulations that the Registrar's Office has now have to be opened the two Saturdays prior to **ALL** Elections (§24.2-701A) for a period of 8 hours between 8:00 a.m. – 5:00 p.m. In our Regional meeting held by Zoom on April 6, 2021, The President asked us to stand together as a region and talk with our Electoral Board members to remind them of the 55 days straight that we all worked to assure the November Election was a success. But we all worked long hours and every day just to stay almost caught up with applications, reports, ballots and news media, FOIA request, as well as stress related illnesses and no time to refresh or regroup our minds; No days off no time to regroup. As some Electoral Board members have expressed their feelings, "Humans need to rest and recharge in order to accurately

perform their daily duties”. Chairman Moss expressed his concerns along with the other member of our board. Chairman Moss said that he feels the need to talk with other people in the county and get the feel from the voters. Even the Registrar and staff know that **IF** it is mandated then of course we would have to abide by what everyone else did in the state but, it is only **OPTIONAL** pertaining to your population and **IF** you had extreme long lines in majority of your polling places in November 2020. And sometimes a Saturday or even a Sunday is a day to come in and try to get caught up on work you can’t do during the week

BALLOTS: Ballots arrived. Total ordered was 6,200 – including absentee/ early voting precinct. Approximately seven people to assist staggered hours working safe in the precinct and assisting in the office in preparing for the Primary.

ADJOURNMENT: Registrar asked the Board how they would like to conduct the training(s) for the Primary. Chairman Moss said he would like to see us do like we use to but until then we can do an extensive training by phone to make sure all areas are covered The Registrar let the Board know that Chief Assistant Registrar and herself did do a training for the Early vote precinct that consisted of seven people in the large conference room the afternoon before we had the Electoral Board meeting. We began at 3:00 p.m. and ended at 4:30 p.m. It was mainly to let everyone know what they would be doing, how many people allowed in the room at one time and to have the DS200 set up and Express Vote set up in the room to tabulate the ballot this time since L& A will be done on tomorrow. Early voting begins on Friday so that was a must!

Secretary Winson moved to adjourn the meetings at 8:00 p.m. Vice Chairman Jeffries seconded. Members were polled.

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

Secretary

Chairman

Date Prepared
April 28, 2021

Vice-Chairman