

The Greene County Electoral Board met **September 13, 2021** at 10:00 a.m. at the Registrar's office in Stanardsville, VA.

Present:

Ellen Deane, Chairman  
Douglas Miller, Vice-Chairman  
Roberta Culbertson, Secretary  
Jennifer Lewis-Fowler, Registrar

Minutes from April 26, May 24, June 9, June 12, and June 16 were read and approved.

Chairman Ellen Deane reviewed the agenda for the meeting and reviewed the electoral calendar for the coming months.

The Early Voting process will begin on September 17, 2021. The hours will be 9 a.m. to 5:00 pm Monday through Friday as well as Saturday, October 23 and Saturday, October 30. Extended evening hours will be on October 20 and 27 from 9 a.m. to 7 p.m.

#### **Electoral Board:**

Duties of the Electoral Board regarding the November 2 election were reviewed:

1. Polling Places:

Roberta Culbertson will contact Dyke and Stanardsville polling locations to remind site managers of the election, check compliance, keys, COVID requirements, and other details.

Doug Miller will contact Swift Run polling location.

Ellen Deane will review readiness with Ruckersville and Midway polling locations.

2. Election Officials available for this election: The GR requested an update and the list to date was discussed. It was reiterated that whenever possible members of both parties should work at every precinct, and any pre-processing and CAP voting counts should also include members of both parties. Party chairs will be invited to attend voting-related meetings as allowed by law.

3. Training: Training will be held at 6 p.m. on October 21 and October 25. Chiefs will receive pre-election final training and receive their election bags on October 31 at 4:00 p.m.

4. Security: due to changes in the law regarding guns in polling places, the Board will meet with the Sheriff, Commonwealth's Attorney, and the County Attorney to review the law and discuss how Election Officials should proceed in the case of guns being brought to the polling place. A review of the emergency phone numbers for emergency polling places should evacuation of the primary site be required will be undertaken before the election.

Law Changes affecting Election Officials: The Board will also seek clarification on civil penalties against Election Officials and other recent law changes affecting poll workers at the meeting with the Sheriff, Commonwealth's Attorney, and the County Attorney.

**General Registrar:**

General Registrar Jennifer Fowler said that her staff for Early Voting are in place, and that procedures are established.

A request from Democratic Chair that Sunday voting be established was rejected by the General Registrar for staffing and processing reasons. The Board also was not in favor of the request.

The GR reported that pre-processing of all Absentee Ballots received by close of business on October 25 will occur on October 26. Any additional ballots received by October 29 will be pre-processed on October 30. This means more days worked for staff. The purpose is to ensure that all ballots will be counted by the time the day of election is concluded, with the exception of mail-in ballots postmarked by November 2 and received by noon on November 5.

**Training Report:**

The final part of the meeting was devoted to a report from Doug Miller and Roberta Culbertson on a training for the Western District held on September 11. The topics addressed were the FOIA act and its application to Board meetings, and changes in Election Law from the 2021 session.

As a result of that meeting and clarifications of State policy, The Board will update the language and procedures for coming in and out of closed meetings, and will open new venues for public announcement of meetings as is required by FOIA.

Security recommendations for voters, staff, and voting equipment were made at the meeting, with several recommendations for emergency management offered by people from other localities. The Board will discuss these matters at the meeting mentioned above so as to determine best practices for Greene County in the upcoming election.

There being no other business, the meeting was adjourned at 12:45 p.m.

Respectfully submitted,

Roberta Culbertson, Secretary

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