

RAPPAHANNOCK COUNTY ELECTORAL BOARD
Minutes of Meeting Held on December 16, 2016

A meeting of the Rappahannock County Electoral Board was held on December 16, 2016 commencing at 10:30 a.m. In attendance were Denise Chandler, Chairperson, and Hurley Smith, Secretary, constituting a quorum for the transaction of business, and Kimberly McKiernan, Director of Elections.

Minutes of the meeting held on July 11, 2016 were presented to the meeting and were duly approved.

The meeting then discussed a possible replacement for Alma Viator, Vice Chairperson of the Board who had resigned effective December 1, 2016.

The meeting proceeded to a discussion of the proposed budget covering operations of the Registrar and the Electoral Board for the fiscal year commencing July 1, 2017.

After a preliminary discussion of the budget, the meeting was adjourned until December 19.

The meeting reconvened on December 19 at 10:45 a.m. and a review of the 2017-2018 proposed budget continued.

The Director of Elections discussed the budget request to make the position of assistant to the Director of Elections a full-time position to be designated Assistant Director of Elections. She advised that this action would be consistent with Section 24.2-112 of Virginia Election Laws which requires "one substitute registrar who is able to take over the duties of the general registrar in an emergency and who shall assist the general registrar when requested". She further advised that as a result of the law increasing the office workdays to five per week, the present assistant was working full time for an hourly wage. In addition, recognizing the position as full time was required because of an increase in workload with the implementation of online registration/absentee registration, new training requirements, an increased number of elections and annual increases/changes in election legislation. After discussion, the Board approved inclusion of this item in the proposed budget.

The Director of Elections next discussed the budget request to purchase eight new voting machines, explaining as follows:

- Under Virginia law, all touch-screen voting machines must be taken out of service by 2020.
- None of the remaining accu-vote machines are ADA compliant for disabled voters.

-New equipment cannot be phased in because they would not be compatible with existing equipment, thereby requiring multiple ballot forms and memory cards.

-Present equipment is obsolete and has had multiple malfunctions.

-New equipment must be operational by the November 2019 election. The necessity for in depth training, comprehensive machine testing, advanced ballot and memory card ordering and rigid testing requires that the new equipment must be approved and purchased in the 2017-2018 budget cycle.

After discussion, the Board approved the budget request to purchase eight new voting machines. The Chairperson reminded those present that she had advised the Board of Supervisors of this requirement at their meeting on September 7, 2016 and further advised them that \$35,055 had been returned to the County treasury as reimbursement from the Commonwealth for the County's dual primary earlier in the year and that this amount should be set aside for the purchase of the new voting machines.

The Board then reviewed various incident reports regarding equipment malfunctions from precincts submitted during the presidential election and made recommendations for future elections regarding procedures and staffing.

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



Denise Chandler, Chairwoman



Hurley Smith, Secretary