

MINUTES
ELECTORAL BOARD CITY OF WILLIAMSBURG
Municipal Building, 2nd Floor City Manager Small Conference Room
1 PM, April 5, 2022

CALL TO ORDER: The meeting was called to order at 1 PM by Chairperson, Pam Legere

PRESENT: Chair Pam Legere; Vice-Chair Cathie Allport; Secretary Tom Mainor; General Registrar, Tina Reitzel.

OBSERVERS: Jodi Fisler (Officer of Election)

APPROVED: Minutes of March 8, 2022-**CHAIR REPORT:** PAM LEGERE LED DISCUSSION of the EB MEETING AGENDA PRESENTATION at HOMESTEAD re/ our practice,

VICE CHAIR: CATHIE ALLPORT raised the ACCESS question at Stryker, and the need for push button openers at both Front and Back Doors. Cathie will draft the pertinent ADA requirement draft with EB and GR, then with the City Manager.

In case of emergency at either precinct, our current contingency plan will require tentative reservation of the large foyer of Stryker for both precincts.

REGISTRAR'S REPORT:

- Need to have drafted and signed the Affidavit that we are in full compliance with the State Security Requirements
- Williamsburg Registrar's Office has reviewed and updated the Voting System Security Plan*.
- Completed Redistricting. Boundaries. 1st Congressional; 71st House District; 24th Senate District. We did not lose any voters in the redistricting process. To complete realignment of Precincts, we are waiting for new GIS person to be hired by the City.

UNFINISHED BUSINESS:

- Budget the Registrar has presented to the City so far stands as presented. No information to the contrary.
- No additional Candidates for City Council race to date.
- VERIS will be offline every Friday during the update/modernization process/ due to redistricting implementation.
- Voting Machine L&A Testing last of April/first of May.
- Does not appear we will have a June Primary

NEW BUSINESS:

- **NEW POLL PADS:** The City informs does not lease equipment. We will need to purchase any new Poll pads laptops. The need is four each for Stryker, Matoaka and CAP. CIP budget is \$30,000. Poll Pads will be less error-prone and Elections Officer-friendly We currently have the needed funds.
- **MOTION: PURCHASE 12 POLL PADS, and two carts if needed..**
- **MOTION PASSED**
- **New Poll Pads will require a dedicated Elections Officers training session.**
Provider will provide two on-site training sessions.
- New JCC Republican Party Chairman continues to push for Williamsburg School Board Member to be elected rather than appointed to the joint WJCC School Board, as James City County does. Has no legal standing to do so.
- Renee Rice continues to work for Electoral Board raises across the Commonwealth.
- Do we need to update Memorandum with the WUMC (in force since 2010)? EB: This will be done.

PUBLIC COMMENT (None)

NEXT MEETING: MAY 3, 1 PM

ADJOURNEMENT: 2:20 PM

MINUTES APPROVED:


Pam Legere, Chair


Cathie Allport, Vice Chair


Thomas Mainor, Secretary

Electoral Board, City of Williamsburg

*Voting System Security Plan (attached)



CITY OF WILLIAMSBURG

Williamsburg Electoral Board
401 Lafayette Street
Williamsburg, Virginia 23185
757-220-6157

Chair: Pamela Legere
Vice-Chair: Cathie Allport
Secretary: Tom Mainor

March 25, 2022

Attention:
Chief Information Officer
Department of Elections

This is to inform you that the City of Williamsburg Director of Elections, and IT Department have reviewed the Minimum-Security Standards set forth by the Department of Elections for the year 2022. Both the Director of Elections and IT Department are in full compliance with all State and Local Security Standards.

Sincerely City of Williamsburg Electoral Board,

Pamela Legere
Chair-Pamela Legere

Cathie Allport

Vice-Chair- Cathie Allport

Tom Mainor
Secretary-Tom Mainor