

MINUTES
ELECTORAL BOARD CITY OF WILLIAMSBURG
City Manager Office Large Conference Room
1:00 PM, August 23, 2022

CALL TO ORDER: Chairperson, Pam Legere called EB to order at 1 PM

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

OBSERVERS: Ray Dominguez, City of Williamsburg Elections Officer, Matoaka Precinct; Members of the WJCC Republican Committee Anne Marie Smith- JCC Roberts Precinct; Susan Franz—JCC Roberts Precinct; and Curtis P. Stoldt, -JCC Roberts Precinct.

PUBLIC COMMENT: Stoldt, Smith and Franz inquired concerning: City Registrar/EB "funding from any groups;" Current Lawsuit (Chair "respectfully declined comment due to current litigation in the courts."); GR Office operation; How Officers of Elections are selected and their party affiliation; W&M Intern program; drop boxes and their surveillance.

MINUTES Of Closed Meeting JULY 5, MEETING: Registrar's Evaluation: APPROVED

REGISTRAR'S REPORT:

- CERA Classes. For professional certifications, Tina needs four and Haley two more.
- VRAV Regional Meeting held June 30th. Tina and Haley attended
- ELECT Webinar re/ Legislative changes held July 13.
- FOIA training with City Attorney, Chris Shelton, for all department heads handling FOIA requests, was on July 27th.
- VRAV Conference in Roanoke, August 1-2, was attended by Tina and Haley.
- Staff met with City IT leadership for update on Internet Security.
- The Department of Homeland Security has offered to provide a security analysis for the Office of General Registrar in the near future.
- Absentee Ballots and FCPA Renewals have been completed.
- ELECT Training was held in Newport News, August 19th.
- Tina shared a calendar update for the remainder of August and September. These include: VEBA Tidewater Regional Meeting in Virginia Beach, 9/12, L&A Testing 9/13 and the beginning of Early Voting 9/23. Anticipate Officers of Election Training, Saturday morning, October 22nd.
- KNOWINK Training was held yesterday, 8/22, at 2 PM. EB members and Registrars were present. Focused on new Poll Pads operation/efficiencies.
- Emailed the Special Events Permit information to be completed for Early Voting at the Municipal Building to both Republican and Democratic Party chairs and the four City Council Candidates.
- City Council Swearing in Ceremony scheduled for January 3rd, 2023. Additional information will be shared closer to the event.

UNFINISHED BUSINESS

- Approved Elections Officers Pay Increase; pre-election work by CAP Officers to be paid hourly.
- The 12 Poll Pads are in. Webinar for EB was yesterday.

NEW BUSINESS

- W&M New Student Merchants Fair: August 25-27, Sadler Center, 10 AM- 2 PM. Pam and Cathie will be staffing.
- Upcoming Dates: Same Day Registration Webinar, 8/31; Tidewater VEBA Regional, 9/12; L&A Testing, 9/13.
- VEBA March 24-26 Annual Meeting Registration: Forthcoming.

NEXT MEETING: September 6th, 1 PM, Municipal Building

ADJOURNED 1:53 PM

Respectfully


Pam Legere
Chairperson


Cathie Allport,
Vice Chair


Thomas Mainor
Secretary

Note: Going forward observers for City of Williamsburg Electoral Board meetings, will be given a card to record their name, address, and subject of comment. The comment period will be 3 minutes per speaker. The Electoral Board will not be responding to comments or questions during this time. Any questions for the Electoral Board will need to be put in writing to the City's Registrar.