

1           The State Board of Elections (“the Board”) meeting was held on Monday,  
2           December 5, 2022, in the Martha Brissette Conference Room of the Washington  
3           Building in Richmond, Virginia. The meeting also offered public participation  
4           through electronic communication so the remote public could view and hear the  
5           meeting. In attendance: Robert Brink, Chairman; John O’Bannon, Vice Chairman;  
6           Georgia Alvis-Long, Secretary, Angela Chiang, and Delegate Donald Merricks,  
7           members; represented the State Board of Elections (“the Board”). Susan J. Beals,  
8           Commissioner, represented the Department of Elections (“ELECT”), and Joshua  
9           Lief and Travis Andrews represented the Office of the Attorney General (“OAG”).  
10          Chairman Brink called the meeting to order at 1:00 P.M.

11          The first item of business was the approval of the minutes, presented by  
12          Secretary Alvis-Long. Delegate Merricks moved that the Board approve the  
13          minutes from the November 16, 2022 Board Meeting. Ms. Chiang seconded the  
14          motion and the motion passed unanimously. A roll call vote was taken:

- 15          Chairman Brink – Aye
- 16          Vice Chair O’Bannon – Aye
- 17          Secretary Alvis-Long – Aye
- 18          Ms. Chiang – Aye
- 19          Delegate Merricks – Aye

20          The second item of business was the Commissioner’s Report, presented by

21 Commissioner Beals. Commissioner Beals expressed her appreciation to the  
22 General Registrars and Electoral Board Members of Southwest Virginia that  
23 participated in the Risk Limiting Audit. The Commissioner stated that District 9  
24 was randomly selected during the November 16th State Board Meeting. The  
25 participating counties were Bedford, Bland, Buchanan, Carroll, Craig, Dickenson,  
26 Floyd, Franklin, Giles, Grayson, Henry, Lee, Montgomery, Patrick, Pulaski,  
27 Roanoke, Russell, Scott, Smyth, Tazewell, Washington, Wise, and Wythe, and the  
28 participating cities were Bristol, Galax, Martinsville, Norton, and Radford.

29 Commissioner Beals informed the Board that on November 17th ELECT  
30 held its first meeting with the vendor for the new statewide voter registration  
31 system. The Commissioner stated that ELECT has started its three month planning  
32 portion of the voter registration project. Commissioner Beals advised the Board  
33 that ELECT is analyzing all the list maintenance practices and data handling  
34 procedures related to the voter registration system. The Commissioner informed  
35 the Board that ELECT is also looking into the data exchange procedures with other  
36 agencies that release data to ELECT to keep our voter rolls updated. Commissioner  
37 Beals advised the Board that two special elections are coming up on January 10th  
38 for the old 35th District House of Delegate and the old 7th District Virginia Senate.

39 The third item of business was the Certification of the November 8, 2022,  
40 General Election, presented by Paul Saunders, Elections and Registration Services

41 Supervisor. *This memo is in the Working Papers for the December 5, 2022*  
42 *Meeting.* Vice Chair O’Bannon stated that after reviewing the abstracts of votes  
43 cast in the 2022 November General Election, I move *that the Board certify the*  
44 *statements to be correct and sign the statements and certificates of Elections.* Ms.  
45 Chiang seconded the motion and the motion passed unanimously. A roll call vote  
46 was taken:

- 47 Chairman Brink – Aye
- 48 Vice Chair O’Bannon – Aye
- 49 Secretary Alvis-Long – Aye
- 50 Ms. Chiang – Aye
- 51 Delegate Merricks – Aye

52 The fourth item of business was the Risk Limiting Audit results, presented  
53 by Karen Hoyt-Stewart, Locality Security (Voting Tech) Program Manager. *This*  
54 *memo is in the Working Papers for the December 5, 2022 Meeting.* As this was an  
55 information item, no motion was required.

56 The fifth item of business was the Proposed Regulation 1VAC20-20-90,  
57 presented by Arielle Schneider, ELECT Policy Officer and Virginia Voter  
58 Registration System Security Advisory Group (VRSS). *This memo is in the*  
59 *Working Papers for the December 5, 2022 Meeting.* Delegate Merricks moved *that*  
60 *the State Board of Elections submit the proposed regulation, 1VAC20-20-90, for*

61 *consideration under the Virginia Administrative Process Act.* Secretary Alvis-Long  
62 seconded the motion and the motion that passed unanimously. A roll call vote was  
63 taken:

64 Chairman Brink – Aye

65 Vice Chair O’Bannon – Aye

66 Secretary Alvis-Long – Aye

67 Ms. Chiang – Aye

68 Delegate Merricks – Aye

69 The sixth item of business was the Delegation of Authority, presented by  
70 Claire Scott, ELECT Policy Analyst. *This memo is in the Working Papers for the*  
71 *December 5, 2022 Meeting.* Ms. Chiang moved *that the Board approve the*  
72 *proposed Delegations of Authority 2022 from the State Board of election to the*  
73 *Department of Elections, pursuant to the Virginia Administrative Process Act.*

74 Delegate Merricks seconded the motion and the motion passed unanimously. A roll  
75 call vote was taken:

76 Chairman Brink – Aye

77 Vice Chair O’Bannon – Aye

78 Secretary Alvis-Long – Aye

79 Ms. Chiang – Aye

80 Delegate Merricks – Aye

81 Chairman Brink opened the floor to public comment. Anne Kinney and  
82 Shelley Oberlander addressed the Board.

83 At 1:32 P.M., Delegate Merricks moved pursuant to Virginia Code Section  
84 2.2-3711(A)(7), *that the Board go into closed session for the purpose of discussing*  
85 *pending and threatened litigation. In accordance with Section 2.2-3712(F), Susan*  
86 *Beals, Commissioner of Elections, Joshua Lief and Travis Andrews of the Office of*  
87 *the Attorney General, and will attend the closed session because their presence*  
88 *will reasonably aid the Board in its consideration of the subject of the meeting.*

89 Ms. Chiang seconded the motion and the motion passed unanimously. A roll call  
90 vote was taken:

- 91 Chairman Brink – Aye
- 92 Vice Chair O’Bannon – Aye
- 93 Secretary Alvis-Long – Aye
- 94 Ms. Chiang – Aye
- 95 Delegate Merricks – Aye

96 1:55 P.M., Vice Chair O’Bannon moved *to reconvene the meeting in open*  
97 *session, and take a roll call vote certifying that to the best of each member’s*  
98 *knowledge (i) only such public business matters lawfully exempted from open*  
99 *meeting requirements under this chapter and (ii) only such public business matters*  
100 *as were identified in the motion by which the closed meeting was convened were*

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101 *heard or discussed by the State Board of Elections.* Secretary Alvis-Long seconded  
102 the motion and the motion passed unanimously. A roll call vote was taken:

103 Chairman Brink – Aye

104 Vice Chair O’Bannon – Aye

105 Secretary Alvis-Long – Aye

106 Ms. Chiang – Aye

107 Delegate Merricks – Aye

108 Delegate Merricks moved *to adjourn the meeting.* Secretary Alvis-

109 Long seconded the motion and the motion passed unanimously. The meeting

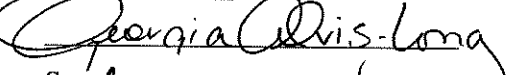
110 adjourned at 1:56 P.M.

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113 Chairman

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115 Vice-Chairman

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117 Secretary

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119 Board Member

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121 Board Member

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