

## GENERAL REGISTRARS AND ELECTORAL BOARD WORKGROUP

Double Tree by Hilton Hotel

June 28, 2016

### MINUTES

**CALL TO ORDER** The meeting was called to order at 5:12 pm by Co-Chairmen John Hager and Kate Hanley.

**ATTENDEES** In attendance were Workgroup members: Electoral Board members Renee Andrews, William Bell, Robin Lind; General Registrars Barbara Gunter, Larry Haake, Tracy Howard; SBE Vice Chair Clara Belle Wheeler; Charles Judd, *ex officio*; and other members of the elections community.

### NEW BUSINESS

**INPUT FROM THE ELECTIONS COMMUNITY TO ADD TO THE WORK PLAN** John Hager stated that there were some items remaining from the previous year.

Comments from the audience:

- Praise for the remarkable work from the last three years and getting the legislators to act on the suggestions from the Workgroup. VEBA and VRAV supported the proposals. The group is doing significant work, and it should continue.
- Encouraged the group to take on Officer of Elections responsibilities, including objective measurement of the proposals and recommendations made.
- Rose Mansfield will no longer be taking Minutes for the meetings. If the minutes are sent to her, she will post on the website and on Townhall.
- The Workgroup should attend VEBA Legislative Day, VEBA Annual Meeting and annual VRAV meeting.
- Because the salary is not sufficient to own property or to live in Williamsburg, the smaller localities need to be able to hire their GR from surrounding counties. Larry Haake discussed the history of the salary increase proposal. Three localities are pursuing on their own (City of Falls Church, Goochland County and Hanover County).
- Lot of concern for photography, especially with cell phone, within the polling place
- Location of emergency polling places; need clarity on exactly where they may be located
- Salary and hours of Assistant Registrar (AR), especially in the smaller localities. The *Code* says that only need one AR one day a week. AR position needs greater recognition and salary. Governing bodies do not understand the role of the AR, all the technology changes and all the responsibilities of the office.
- Streamline the planning and election management for an election. The new GR needs better tools when coming into an office.
- Technology expansion—use of current technology and data. Fairfax County and ELECT are having discussions about the use of a commercial cloud-type server. Rent server space on server farm owned by Amazon or similar company. Questions about where the server is located and who owns the data being stored on the cloud. Commercial industry is protecting data better than a government organization, as shown by recent activities of data lost.
- Why is ELECT trying to build an EPB with their current concern for funds? Competing with the commercial work space. State's version is not really competitive with commercial EPBs.
- Analyze and review minimum funding and staffing levels
- Study other areas as determined necessary
- ELECT has made comments about not knowing what the Workgroup is working on. Chairman Alcorn

wants measurement of data.

**Kate Hanley** As work on Work Plan at the next meeting, use of technology and keeping us all ahead of curve of development.

**Larry Haake** Commissioner Cortes said they are going through a metamorphosis to include information technology.

**Clara Belle Wheeler** Private sector has different EPBs available; the same one will not fit everyone. Involvement of localities to determine technology needed and encouraging discussion of how those things will be implemented by ELECT, instead of last-minute type of decision. Needs to be a well-thought-out plan for doing business.

**Renee Andrews** As a result of legislative changes reassigning duties from the EB to the GR, the job description written last year needs to be updated. Stress that the job description be used and sent to the Party Chairs and to the Clerk of the Court when it is time to appoint a new EB member.

*Code* says every County and City Attorney shall issue copy of FOIA to new EB members. Need to notify County/City Attorneys of this. Add GR to the list of who should be notified.

**Charlie Judd** Annual training should be changed to 7 regional trainings. There would be more penetration, and there would be more uniformity resulting from these trainings.

Change *Code* to close schools on all November General elections and on the March Presidential Primary.

**SUBCOMMITTEE TO DEVELOP PROPOSED WORK PLAN** Larry Haake, Tracy Howard and Robin Lind

Before August 23 meeting, need to have recommended Work Plan.

Charlie Judd will check on availability of room at the GAB.

**SBE ELECTION OFFICER TRAINING** Clara Belle Wheeler will scan the materials and send to all Workgroup members for discussion at July meeting.

**UPCOMING MEETINGS** July 27, August 23 and September 14, all at 10 am in Richmond

**MEETING NOTIFICATIONS** Get materials to Rose to post. Email communication within the workgroup itself. Robin Lind will create an email group. Working papers need to be proofed before posting.

**ADJOURNMENT** The meeting was adjourned at 6:55 pm.