

MINUTES

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2 The State Board of Elections (SBE) meeting was held on Thursday, May 20,
3 2010, in the State Capitol in House Room 2. In attendance representing SBE were
4 Harold Pyon, Vice-Chair; Nancy Rodrigues, Secretary; Martha Brissette, Policy, James
5 Alcorn, Deputy Secretary and Jim Hopper, Special Assignment Attorney for the
6 Attorney General.

7 Vice-Chairman Pyon called the meeting to order at 10:10 AM.

8 The first order of business was the approval of the April 23, 2010 minutes.
9 Secretary Rodrigues moved to approve the minutes. The motion was seconded and
10 unanimously approved.

11 The next order of business was an update on the proposed State Board of Election
12 regulatory process. Mrs. Brissette advised the board that the Proposed Public
13 Participation Guidelines have been amended under definitions to read: “Agency means
14 the State Board of Elections established pursuant to 24.2-103 as legal authority to adopt
15 regulations.” Under Public Comments section “A” has been amended to read:
16 “Whenever directed by statute or upon its own initiative, the agency may commence the
17 regulation adoption process....” A copy of the draft document is on file at SBE.

18 Secretary Rodrigues stated the board would review the SBE Regulatory Process
19 when Ms. Cunningham was present and able to vote on the final version as she requested.

20 The next order of business was the Campaign Finance Project. Deputy Secretary
21 Alcorn advised the board that SBE received a grant from the Productivity Investment
22 Fund [PIF] to make improvements to its campaign finance system. The first phase of the
23 project has been completed. This phase documented the current process flow and
24 ranked the desired system requirements. The Campaign Finance Department is asking
25 the board to approve Phase I and to permit staff to go forward with the project. Phase II
26 of the project will entail a move from a desktop application to a cloud application which
27 will require that all of the forms be changed to a new format. The format change will
28 include changing the Statement of Organization from a paper form to an electronic
29 version.

30 Secretary Rodrigues stated that grant was for \$95,000 and of that amount \$20,000
31 was spent reviewing what is needed to improve the current system. Staff is currently
32 working on a Request for Information [RFI] to software vendors because the software
33 currently used by Campaign Finance software is old and unsupported. Staff is also
34 looking into developing additional funding.

35 Secretary Rodrigues moved to approve the first phase of the Campaign Finance
36 Project and to allow staff to move forward with Phase II of the project. The motion was
37 seconded and approved.

38 The next order of business was a request that the board ratify the decision by
39 Secretary Rodrigues on, May 6, 2010, to grant approval of a request to inspect sealed
40 election materials in Loudoun County. Loudoun County requested to inspect sealed
41 election materials because the electronic poll book in the Lovettsville precinct #1470 was
42 not shut down properly and they were unable to import the poll book and properly record
43 the voter credits.

44 Secretary Rodrigues moved to ratify the approval granted Loudoun County to
45 inspect the sealed election materials in the Lovettsville precinct to record the voter
46 credits. The motion was seconded and unanimously approved.

47 The next order of business was a request by Accomack County for an emergency
48 polling place relocation. Ms. Ann Loukx, General Registrar submitted an emergency
49 polling place relocation request for the Chincoteague Community Center, located at 6155
50 Community Drive to be moved to the Chincoteague Town Office located at 6150
51 Community Drive because the Chincoteague High School scheduled their 2010
52 graduation exercises to take place at the community center on the same day as the 2010
53 June Primary without notifying the Electoral Board.

54 Secretary Rodrigues noted that this situation occurred last year and felt that lack
55 of planning on the part of the Electoral Board and the Chincoteague High School did not
56 constitute an emergency on this occasion.

57 Vice-Chairman Pyon moved to approve the emergency request to move the
58 Chincoteague Community Center, located at 6155 Community Drive to be moved to the
59 Chincoteague Town Office located at 6150 Community Drive, however, the Electoral
60 Board and the General Registrar would be notified in writing that any future requests to

61 move this precinct for the same reason would be denied. The motion was seconded and
62 unanimously approved.

63 The next order of business was the 2010 Acts of Assembly, Chapter 268
64 Requirements. Mr. Hopper stated sub-section “E” under Chapter 268 of the 2010 Acts of
65 Assembly was added to §24.2-946 of the Code of Virginia to read:

66 *E. The Board shall provide, with the summary required by this section, to*
67 *each candidate, person, or committee on request or upon their first filing*
68 *with the State Board pursuant to this chapter, whichever occurs first, a*
69 *copy of a written explanation prepared by the Attorney General of the*
70 *provisions that prohibit the personal use of campaign funds and shall*
71 *delineate the differences between prohibited personal uses of campaign*
72 *funds and permitted uses of the funds.*

73 This becomes law in the Commonwealth as of July 1, 2010. Mr. Hopper asked the board
74 to adopt, as the written explanation prepared by the Attorney General required by Chapter
75 268 of the 2010 Acts of Assembly, the form of explanation that he prepared and
76 presented to the Board.

77 Vice-Chairman Pyon asked for any further comments. There being none asked
78 for a motion to adjourn.

79 Secretary Rodrigues moved to adjourn the meeting. The motion was seconded
80 and unanimously approve. The meeting was adjourned at 10:50 PM.

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Chair

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Vice-Chairman

Secretary