

1 MINUTES

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3 The State Board of Elections Board Meeting was held on Thursday, March 19,
4 2015. The meeting was held in the Washington Building, Room B27, Richmond,
5 Virginia. In attendance, representing the State Board of Elections (SBE) was James
6 Alcorn, Chairman and Clara Belle Wheeler, Vice Chair. Also in attendance, representing
7 the Department of Elections (ELECT) was Edgardo Cortés, Commissioner; Elizabeth
8 Howard, Deputy Commissioner; and Rose Mansfield, Clerk. Kristina Perry Stoney,
9 Senior Assistant Attorney General and Counsel and Anna Birkenheier, Assistant
10 Attorney General and Counsel to SBE and ELECT attended. SBE Secretary Singleton
11 McAllister participated telephonically. Chairman Alcorn called the meeting to order at
12 3:10PM.

13 Chairman Alcorn moved *that Secretary McAllister could participate*
14 *telephonically in this Board Meeting, March 19, 2015, as allowed by the SBE Electronic*
15 *Participation Policy 2015-003.* Vice Chair Wheeler seconded the motion. Secretary
16 McAllister abstained from the voting on the motion. The Board unanimously approved
17 the motion without public comment.

18 Chairman Alcorn noted that the public comment period on the agenda would be
19 handled as the first order of business. Chairman Alcorn asked if there were any public
20 comments and there were none.

21 The seconded order of business was the Commissioner Report delivered by
22 Commissioner Cortés. Commissioner Cortés stated that the ELECT Website is
23 continually being updated and increasingly being sourced for new information.
24 Commissioner Cortés stated that under the primary elections page ELECT has posted
25 information on the individuals who have filed their certificate of candidate qualifications.
26 Commissioner Cortés stated that the political parties will be able to access the
27 information about the candidates and the information is listed by district. Chairman
28 Alcorn inquired about how the political parties access this information prior to the change
29 on the website. Commissioner Cortés stated that ELECT Staff would receive calls
30 regarding this information. Vice Chair Wheeler thanked the commissioner for the

31 continued development of the website as it is a service to the public and creates
32 transparency.

33 The next order of business was the Legal Report presented by Anna Birkenheier,
34 Assistant Attorney General. Ms. Birkenheier stated that she request an executive closed
35 session.

36 Chairman Alcorn moved *that the SBE Board close the meeting to discuss specific*
37 *legal matters requiring the provision of legal advice by legal counsel as authorized by §*
38 *2.2-3711(A)(7) of the Code of Virginia.* Vice Chair Wheeler seconded the motion and
39 without public comment the Board unanimously approved the motion. Chairman Alcorn
40 directed Clara Belle Wheeler, Vice Chair; Singleton McAllister, Secretary; Kristina Perry
41 Stoney, Senior Assistant Attorney General and SBE Counsel; Anna Birkenheier,
42 Assistant Attorney General; John Daniel, Deputy Attorney General; Joshua Heslinga,
43 Assistant Attorney General to remain with the Board during the closed session. The
44 Board went into Executive Session at 3:20PM.

45 At 3:45PM Chairman Alcorn *moved to reconvene in open session and a roll call*
46 *vote was taken as required by § 2.2-3712(D) of the Code of Virginia, unanimously*
47 *certifying that during the closed meeting (i) only public business matters lawfully*
48 *exempted from open meeting requirements under this chapter, and (ii) only such public*
49 *business matters as were identified in the motion by which the closed meeting was*
50 *concerned were heard, were discussed or considered.* Vice Chair Wheeler seconded the
51 motion and the Board unanimously approved the motion. Ms. Mansfield performed the
52 roll call vote and all Board Members approved the motion.

53 Chairman Alcorn asked if there were public comments and there were none.

54 Vice Chair Wheeler moved *that the Board adjourn.* Secretary McAllister
55 seconded the motion and without further comment the Board voted unanimously to
56 adjourn. The meeting was adjourned at approximately 3:50PM.

57 The Board shall reconvene on April 1, 2015 at 2:00PM in the Washington
58 Building, 1100 Bank Street, Room B27, Richmond, Virginia.

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Secretary

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Chair

Vice Chairman