

**Minutes of the GREB WorkGroup
May 22, 2018**

McGuireWoods Conference Room, 800 Canal St., Richmond, VA

The GREB WorkGroup met at 10 am on May 22, 2018 in the Conference Room at McGuireWoods, 800 Canal St., Richmond, VA.

Present: Co-Chairs John Hager and Kate Hanley, Al Ablowich, Renee Andrews, Lisa Jeffers, Charlie Judd, Walt Latham, Robin Lind, Dr. Clara Belle Wheeler and Michele White; William Bell, Barbara Gunter, Tracy Howard and Walt Latham attended by teleconference.

Minutes of the April 11 meeting were adopted as corrected.

Discussion ensued on the matter of Risk Limiting Audits, led by Ms. White, who explained that that ELECT had postponed the scheduled audit after a legal opinion that the existing chapter §24.2-671.1 did not permit one until after July 1. Both Prince William County and Norfolk will still participate but the audit will be of June 12 Dual Primary results, she said.

Ms. Hanley expressed her opinion that an audit of the May town elections would be preferable because they would offer the opportunity for at least four different types of audit.

On a motion by Mr. Judd, seconded by Mr. Ablowich, the WorkGroup voted unanimously to request ELECT conduct the pilot audit of the May town elections as previously agreed.

Mr. Latham gave an update on the ongoing JLARC audit. He said the response deadline for the questionnaire sent to general registrars was May 23 and that he would send out a reminder. Ms. White suggested he ask for a one week extension.

Mr. Lind said he had worked with JLARC analyst Jamie Bitz on the questionnaire for electoral board members and would check on its timing.

Dr. Wheeler emphasized the importance of anonymity in the surveys.

(At 10:53 Mr. Latham left the call.)

Discussion ensued on cyber-security, led by Mr. Ablowich who provided a survey of pertinent literature. He explained there is no template available for localities; there is individual responsibility to mitigate risk to the system.

Mr. Hager asked for the group to focus, saying we need to define what our purpose is with this.

Mr. Bell said he had once asked for standard operating procedures for security and learned that no one had any. He suggested a focus could be to create a bedrock standard. Mr. Ablowich said a template could list items that ought to be looked at.

Several members commented on the need for background checks for people with access to VERIS. Ms. White pointed out that background checks should be required both for electoral board members and registrars and their staff. Dr. Wheeler suggested it should include anyone in localities or Richmond with access to information in VERIS or on paper.

Ms. Hanley said the over-arching issue is security of data and asked for something to be drafted in writing. A subcommittee was formed of Mr. Judd, Ms. White, Mr. Lind and Mr. Ablowich as Chair.

Charge 1: Compensation Study. Ms. Gunter said she was in touch with Kevin Hill at ELECT and will be compiling data.

Charge 2: Funding of Elections. Mr. Bell said Virginia Association of Counties had reached out to Mr. Latham and would be coordinating with VRAV and VEBA. Mr. Bell is chairing this subcommittee which will include Ms. Hanley and Ms. White.

Charge 3: GIS Capabilities. Mr. Howard said 20 localities without in-house GIS use outside contractors. Some localities use very old software systems that won't accept Shape Files or DLS Shape files are incompatible. He explained that border lines in several instances, including Franklin-Floyd and Bedford-Botetourt are inaccurate. Discussion ensued on mis-assigned voters and whose responsibility it should be. Ms. White said ELECT should make the determination; Mr. Howard said ELECT has put the onus on localities. Mr. Ablowich asked who benefits most from having voters in the right place? There needs to be an incentive for localities to make sure boundaries are accurate, said Mr. Howard.

Mr. Hager asked Mr. Bell to form a subcommittee with Mr. Howard to write and submit for circulation a recommendation on GIS and voter assignment.

Mr. Hager enquired about a written response from ELECT to the GREB reports of 2016 and 2017. The secretary was directed to ask for such a response.

Other matters: Mr. Lind discussed recent personnel changes in a small locality that temporarily left it without a General Registrar or staff creating a possible need for remedial recommendations. Mr. Bell said ELECT should maintain a list of qualified people who could come in on a moment's notice in emergencies. Mr. Judd suggested approaching judges of circuit courts to have 20 minutes at their annual meeting to explain the importance of their appointments to local electoral boards.

Ms. Hanley added that the same could be said for recounts, that judges and clerks have infrequent and not routine knowledge of them. It could be a topic in the Clerks of Court meeting, she said.

The next meeting was set for Tuesday, June 26th, following the ELECT Training.

After further general discussion, there being no further business, on a motion by Mr. Ablowich, seconded by Mr. Judd, the meeting adjourned at 1:06 pm

Respectfully Submitted,

Robin Lind
Temporary Permanent Recording Secretary