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2 The State Board of Elections (“the Board”) meeting was held Tuesday, January 28, 2020,
3 in the West Reading Room of the Patrick Henry Building in Richmond, Virginia. In attendance:
4 Robert Brink, Chairman, John O’Bannon, Vice Chairman, and Jamilah LeCruise, Secretary,
5 represented the State Board of Elections (“the Board”). Christopher E. “Chris” Piper,
6 Commissioner, represented the Department of Elections (“ELECT”). Carol L. Lewis represented
7 the Office of the Attorney General (“OAG”). Chairman Brink called the meeting to order at 1:02
8 P.M.

9 The first order of business was the approval of the minutes for the November 18, 2019,
10 and December 18, 2019 minutes, presented by Secretary LeCruise. Vice Chair O’Bannon *moved*
11 *that the Board approve the minutes from the November 18, 2019 Board meeting.* Secretary
12 LeCruise seconded the motion, and the motion passed unanimously. Secretary LeCruise *moved*
13 *that the Board approve the minutes from the December 18, 2019 Board meeting.* Vice Chair
14 O’Bannon seconded the motion, and the motion passed unanimously.

15 Chairman Brink asked Commissioner Piper about the three Democratic presidential
16 candidates that withdrew from the race. Commissioner Piper stated that each candidate had until
17 December 18, 2019, to remove their name from the ballot and notify the localities. The
18 Commissioner stated that to date ELECT has not received official notification of any
19 withdrawals. Commissioner Piper advised that if a withdrawn candidate receives a vote, the
20 ballot will still be counted, and credit would be provided to that candidate.

21 The next order of business was the Commissioner’s report, presented by Commissioner
22 Piper. Commissioner Piper introduced three new employees Paul Saunders, Election
23 Administration Supervisor, Cassandra Harris, Deputy Chief Information Officer, and Kierra

24 Mitchell, Board Liaison. The Commissioner stated that, in preparation for the 2020 presidential
25 election, ELECT is focusing on election security. Commissioner Piper informed the Board that,
26 as part of their focus on election security, the Board's consideration for updating the
27 Certification for Electronic Pollbooks and the Virginia System Certification Standards was on
28 the agenda. The Commissioner informed the Board that the 2019 General Assembly passed
29 HB2178, which required localities to meet certain minimum cybersecurity standards to continue
30 to access the Virginia voter registration database.

31 Commissioner Piper stated that in 2019 the Board passed a requirement for each locality
32 to complete an assessment of their security status. The Commissioner stated that the assessments
33 have been completed, and ELECT is now gathering plans on how to implement the Minimum-
34 Security Standards. Commissioner Piper informed the Board that the contract partners would
35 provide assistance to the localities in order to ensure the standards are met. The Commissioner
36 also informed the Board that ELECT would be conducting a two-day tabletop exercise in April
37 2020.

38 Commissioner Piper stated that Virginia is a "Super Tuesday State" and the Democratic
39 Presidential Primary will be held on March 3rd. The Commissioner informed the Board that
40 there would be one ballot style for the entire state. Commissioner Piper explained that Virginia is
41 an open primary state, meaning anyone who is a registered voter is eligible to vote in the March
42 3rd Democratic primary. The Commissioner stated that the registration deadline for the
43 Democratic Primary is February 10th and the last day for in-person absentee voting is February
44 29th.

45 Commissioner Piper stated that there would be four elections this year, the March 3rd
46 Democratic Primary, the May 1st General Election with over 100 cities and towns, the June

47 Primary and then November General Election. The Commissioner informed the Board that the
48 Governor's initiative is the no-excuse/early voting bill. Commissioner Piper stated that the bill
49 allows voters to vote absentee the entire 45 days without excuse in-person. The Commissioner
50 explained that ELECT anticipates localities will open a large number of satellite locations.
51 Commissioner Piper stated that ELECT has a satellite bill that has been passed through the
52 House.

53 The Commissioner stated that during a sub-committee meeting, an agency bill was heard,
54 which requires the Board to approve certification standards for General Registrars and Directors
55 of Elections. Commissioner Piper informed the Board that this would require ELECT to create a
56 certification program that would require the General Registrars and Directors of Elections to
57 meet each requirement for the certification. The Commissioner stated that the General Registrars
58 and Directors of Elections would have an initial certification that must be met within 12 months
59 of the appointment, and it must be maintained annually. Every four years, local elections
60 officials must go through another certification, upon reappointment. The Commissioner stated
61 that the certification would be developed by the Department and approved by the Board.

62 Commissioner Piper stated that the Governor supports the bill making Election Day a
63 state holiday. Commissioner Piper stated that there are 900 budget amendments. The
64 Commissioner stated that in late 2020, the federal government, U.S. Congress, and the President
65 signed a budget bill providing 425 million dollars in additional Help America Vote Act funds for
66 cybersecurity. Commissioner Piper informed the Board that Virginia received 10.2 million
67 dollars of the 425 million dollars. The Commissioner explained that ELECT is required to have a
68 plan sent to the Elections Assistance Commission by April 27, 2020, detailing how the funds will

69 be used. Commissioner Piper explained that Virginia is required to match five percent of the 9
70 million dollars provided to Virginia in 2018, and 20 percent of the 10.2 million dollars.

71 The next order of business was the Recounts Suite Report presented by Samantha
72 Buckley, Policy Analyst. *This report is in the Working Papers for the January 28, 2020 meeting.*
73 Chairman Brink asked if this Recount Suite document would be applied to statewide and local
74 recounts. Ms. Buckley explained that ELECT would be providing another document for
75 statewide recounts. Vice Chair O'Bannon moved *that the Board adopt the proposed amendments*
76 *to the Recount Suite effective immediately.* Secretary LeCruise seconded the motion, and the
77 motion passed unanimously.

78 The next order of business was the Election Equipment presentation, presented by James
79 Heo, Confidential Policy Advisor. Mr. Heo expressed appreciation to all the vendors and ELECT
80 staff that have helped with the process. The first topic he discussed was the Hart InterCivic 2.3
81 Voting System Certification. *This report is in the Working Papers for the January 28, 2020*
82 *meeting.* Secretary LeCruise moved *that the Board certify the use of Hart InterCivic 2.3 in*
83 *elections in the Commonwealth of Virginia, pursuant to the State Certification of Voting*
84 *Systems: Requirements and Procedures.* Vice Chair O'Bannon seconded the motion, and the
85 motion passed unanimously.

86 Mr. Heo stated the next topic for discussion was the Election Equipment Uniformity
87 Plan. *This report is in the Working Papers for the January 28, 2020 meeting.* Secretary LeCruise
88 asked if there has been any pushback from the smaller localities due to the cost. Mr. Heo
89 informed the Board that they have negotiated with the vendors to provide services at a lower
90 cost. Secretary LeCruise moved *that the Board recognize that all existing voting systems and*
91 *electronic pollbooks are considered compliant with SBE standards upon the Department's*

92 *confirmation of proof of current and valid certification. These systems will remain certified*
93 *under the previous standards until July 31, 2021.* Vice Chair O'Bannon seconded the motion and
94 the motion passed unanimously.

95 Mr. Heo stated the next topic for discussion would be the amendment to the Virginia
96 Voting System Certification Standard. *This certification report is in the Working Papers for the*
97 *January 28, 2020 meeting.* Chairman Brink asked what the vendor responsibilities are for
98 training the 133 localities. Mr. Heo stated that many of the localities have contracts with the
99 vendors to assist with training. Vice Chair O'Bannon moved *that the Board approve the*
100 *adoption of amendments to the Voting System Certification Standards and that these amended*
101 *standards are effective immediately. Vendors for new equipment or software available for use in*
102 *Virginia must comply with these standards.* Secretary LeCruise seconded the motion and the
103 motion passed unanimously.

104 Mr. Heo stated the next topic for discussion would be the Electronic Pollbook
105 Certification Standard ("EPB"). *This certification report is in the Working Papers for the*
106 *January 28, 2020 meeting.* Chairman Brink asked Mr. Heo to explain the EPB "Mock Election".
107 Mr. Heo stated that the mock elections would mimic the terms of a real election. Secretary
108 LeCruise moved *that the Board approve the adoption of the proposed Electronic Pollbook*
109 *Certification standards, effective immediately. Vendors for new equipment or software available*
110 *for use in Virginia must comply with these standards.* Vice Chair O'Bannon seconded the motion
111 and the motion passed unanimously.

112 The next order of business was the Stand By Your Ad: Anonymous Complaints and
113 Penalties presentation, presented by Arielle A. Schneider, Policy Analyst. *This memo is in the*
114 *Working Papers for the January 28, 2020 meeting.*

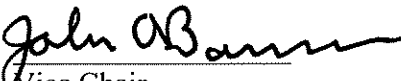
State Board of Elections
FINAL Meeting Minutes
Tuesday, January 28, 2020

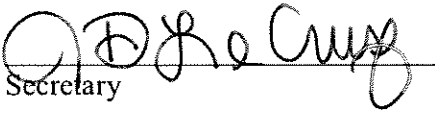
115 The next order of business was the GREB Workgroup Final Report, presented by The
116 Honorable John Hager, GREB Co-Chair. *This report is in the Working Papers for the January*
117 *28, 2020 meeting.* Chairman Brink expressed appreciation for all the work Mr. Hager and the
118 other former GREB members had accomplished.

119 Chairman Brink opened the floor to public comment.

120 Secretary LeCruise moved to adjourn the meeting. Vice Chair O'Bannon seconded the
121 motion and the motion passed unanimously. The meeting adjourned at approximately 2:52 P.M.

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125 Chairman

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128 Vice Chair

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131 Secretary
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