

OFFICIAL MINUTES

January 4, 2016

The Carroll County Electoral Board met on January 4, 2016 at 8:00 A.M. in the Board Room at the Carroll County Governmental Center. Chairman Shockley called the meeting to order.

Present were Dennie Shockley, Chairman; Brenda Lindsey, Vice Chairman; and Brenda Diamond, Secretary; and Kimberly Cloud, Director of Elections and General Registrar.

The minutes from the November 6, 2015 meeting were read and approved.

The purpose of the meeting was to review Officers of Election for the year. Some assignment changes were made. The Registrar will send out Appointment Reminders as the Board begins preparations for the March 1 Dual Presidential Party Primaries.

L & A Testing will be scheduled for January 10 or 11. Tyler Lincks, with Printelect, will contact the Registrar's office with a date. Kimberly will notify the Board as soon as the day is set.

Discussion was held on how to implement the Republican Party requirement that voters in that primary sign a Statement of Affirmation. In the larger precincts, a specific Officer will be charged with the duty of getting voters to complete the Statement. Pollbook Officers at smaller precincts should be able to handle that duty along with checking in voters. The Board determined that the signed Statements should be placed in Envelope 2 after the polls close on Election Night. The Circuit Court Clerk's office is in charge of storage of all election materials.

The Board discussed the need for publicity on elections. All agreed that more is needed about elections, candidates, and ID requirements.

Training dates for the March 1 Primaries was scheduled for February 18 at 6:00 P.M. Only Chiefs, Assistant Chiefs, and any new Officers will be asked to attend the training. Electronic Pollbook training was scheduled for Saturday, February 20, at 9:00 and 11:00. Each precinct will be represented by the Chief, Assistant Chief, and one Officer who will operate the pollbook on Election Day. Smaller groups allow for more detailed training. Mike Sizemore, with ProNets, will be asked to attend and assist with the training.

Discussion was held about Officers returning materials to the Courthouse on Election Night. It was decided that two tables are needed and chairs should be provided. The cages should be rolled out for Pollbook totes to be stored in that night. The cages can then be rolled into the security area and locked down that night.

Brenda Diamond will be available on Sunday, February 28 from 3:00-4:00 for any Chief that wants to pick up their election materials. Monday, February 29, pickup was scheduled from Noon to 4:00.

Discussion was held about comments received from Election Officials surveys for the November election. Overall, the Board is pleased with the quality of work done by Officials. Issues brought up by Officials were addressed by the Board and corrections were made where necessary.

The Board reviewed comments gathered from the Chiefs at the Post Election Meeting held November 10, 2015. Overall, Officials were very pleased with the operations of the new voting equipment. Several questions were raised and answered with new ideas put forward to make the process of opening and closing the polls more streamlined and Officer friendly.

Board members performed their annual review of the Security Plan for the voting equipment. The Board found the plan up to date and no changes were needed. The General Registrar was instructed to notify the Department of Elections by email that the review was complete and that no changes were made.

A letter was read announcing The Virginia Electoral Board Association will conduct their annual meeting at The Homestead, April 8 through 10, 2016. Ms. Diamond and Ms. Lindsey plan on attending.

The Board will meet again on March 1 at 5:00 A.M. to for Election Day duties.

With no further business to come before the Board, the meeting was adjourned at 9:30 A.M.

Chairman

Vice Chairman

Secretary