

# City of Richmond



CHERLYN STARLET STEVENS  
SECRETARY

JAMES M. NACHMAN  
CHAIR

OPHELIA POWELL DANIELS  
VICE-CHAIR

## Electoral Board

### Meeting Minutes

“SIC ITUR AD ASTRA”

SUCH IS THE WAY OF THE STARS

#### **Call to Order**

The Richmond City Electoral Board meeting was called to order by Chairman James M. Nachman on Wednesday, June 28, 2017.

In attendance was C. Starlet Stevens, Secretary to the Board; J. Kirk Showalter, General Registrar; Jerry Ingram, Chief Voting Machine Technician; Adriene Davis, Executive Asst. to the Board; Lisa Cosby, Asst. Registrar I; Norman Shelton, Voting Machine Technician; David Creamer, Voting Machine Technician and Luis Pantophlet, citizen.

#### **Candidate Appeals**

Mr. Foster withdrew his appeal requesting the Board reconsider approving signatures that were not qualified on his petitions. Mr. Foster was given the opportunity to give more information on the rejected signature but did not. Ms. Showalter read a brief analysis of Mr. Foster's appeal which is will be filed with the meeting minutes.

#### **Certification of Local Candidates**

Ms. Showalter explained that the Code of Virginia extended the law to read **all** independent candidates and not just independent school board candidates be determined to appear on the ballot by the order in which the required forms were filed.

Mr. Starlings, 3<sup>rd</sup> District School Board candidate submitted 11 petition pages for notarization before the 7:00pm deadline. The notarization was not complete until after 7:00pm. Ms. Showalter recommend that if a candidate submit forms on the date of the filing deadline, the staff be directed to cease notarizing on the exact hour of the deadline. Since it is not definite the number of pages notarized before or after 7:00pm and since Mr. Starlings had enough signatures by page six to qualify; it is a strong possibility that those pages were notarized before the time of deadline, Ms. Showalter recommend the Board certify Mr. Starling to appear on the ballot.

Ms. Stevens motioned to certify Mr. Starlings as a candidate for the 3<sup>rd</sup> District School Board. Mr. Nachman seconded. Motion passed

Mr. Nachman motioned to accept the recommendation to certify the local independent candidates and to accept the order in which they appear on the ballot. Ms. Stevens seconded. Motion passed.

### **Update on Relocation of Precincts 101 and 908**

Ms. Ingram reported that she met with the Administrator of St. Christopher's School as a possible new location for precinct 101 from the Armenian Church. St. Christopher's Board will consider our request at their next meeting.

Mr. Creamer reported on a new location for precinct 908 from Chesterfield Square Apartments to Miles Jones Elementary School. Ms. Showalter informed the Board of Councilman Jones of the 9<sup>th</sup> District and his liaison's communication to Acting Superintendent Krantz concerning our relocating to Miles Jones Elementary School, it's reported that Superintendent Krantz is interested in talking about the issues and seems to be positive in approving that facility as a polling place.

Ms. Showalter gave an update on Dominion Place, precinct 206. Ms. Showalter presented three plans to split precinct 206 between Dominion Place and the VCU Library as a new precinct in the 2<sup>nd</sup> District.

### **July Board Meeting Date and Action Items**

Mr. Nachman informed the Board of Mrs. Daniels' expected return to the Board meeting and she requests the meeting date be set for the third week of July.

The action items to be discussed at the next meeting will include the November election arrangements, General Registrar performance evaluation, Precinct and polling place change updates, approving the General Registrar's authorized staffing level, FY 2017 – 18 Budget and the June 2017 post-election analysis.

### **Other Business**

Ms. Showalter propose using collapsible totes used to return items to City Hall on election night.

Mr. Nachman requested viewing a model of the tote boxes at the next meeting.

### **Public Comment Period**

Mr. Luis Pantophlet requested that the Electoral Board petition the Circuit Court of the City of Richmond to unseal the results of the November 2016 election in order to view the write-in tapes. The Board declined. Ms. Showalter explained that election results can be obtained only by court order and only for the purpose of completing the canvass. There is a sixty day period in which the public may view the tape results, Mr. Pantophlet was not able to attend during that period.

Mr. Nachman suggested that in the future the election officers are to print extra write-in tapes to be available in the Registrar's office for public viewing.

### Closed Session

Ms. Stevens motioned to hold a closed meeting to discuss the performance of employees of the Electoral Board pursuant to [Section 2.2-3711\(A\)\(1\)](#) of the Virginia Freedom of Information Act.

Ms. Stevens motioned to go into open session. Mr. Nachman seconded. Motion passed.

Ms. Stevens read the Certification of Closed Meeting. Adriene Davis, Executive Asst. to the Board witnessed and recorded the signing of the certification.

Mr. Nachman entertained a motion to pay Johanna McKee additional payment for working a full day of canvassing. Ms. Stevens motioned, Mr. Nachman seconded. Motion passed.

Mr. Nachman entertained a motion to reverse the election officer pay of Mr. Jesse Woodley, Chief Officer of precinct 606, Hotchkiss Field Community Center to the amount paid to an Asst. Chief and award Mrs. Samantha Alexander the Chief Officer pay for completing the task of the Chief.

Ms. Stevens motioned, Mr. Nachman seconded. Motion passed.

Mr. Nachman entertained a motion to relieve Mr. Woodley of his service as Chief Election Officer for the City of Richmond. Mr. Woodley did not perform to capacity his duties as Chief Election Officer, therefore Mr. Woodley will be replaced with Mrs. Keidre Tyler.

Ms. Stevens motioned, Mr. Nachman seconded. Motion passed.

Ms. Stevens motioned that fee's for training will not be paid to officers that don't honor their commitment to work an election, with the exception of persons that are assigned as a reserved officer. Effective immediately. Mr. Nachman seconded. Motion passed.

Mr. Nachman entertained a motion that checks are not to be paid in person unless the legitimate reason is that they are incapable of receiving the check by mail. Ms. Stevens motioned, Mr. Nachman seconded. Motion passed.

Mr. Nachman entertained a motion to accept the March 23, 2017 Board meeting minutes. Ms. Stevens motioned, Mr. Nachman seconded. Motion passed.

Ms. Showalter propose September 18 & 19 to certify voting machines and September 22 as the beginning of absentee voting for November.

Ms. Stevens motioned to adjourn the meeting. Mr. Nachman seconded. Motion passed

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James M. Nachman  
Chairman to the Electoral Board

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Ophelia Daniels  
Vice Chairwoman to the Electoral Board

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Cherlyn S. Stevens  
Secretary to the Electoral Board

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