

City of Richmond



CHERLYN STARLET STEVENS
SECRETARY

JAMES M. NACHMAN
CHAIR

JOYCE KING SMITH
VICE-CHAIR

Electoral Board

Meeting Minutes

October 4, 2018

“SIC ITUR AD ASTRA”

SUCH IS THE WAY OF THE STARS

CALL TO ORDER

James Nachman, Chair of the Board, called the meeting to order at 4:30 PM.

In attendance was C. Starlet Stevens, Secretary; Joyce K. Smith, Vice Chair; J. Kirk Showalter, General Registrar; Adriene Davis, Executive Assistant to the Board; Norman Shelton, Chief Technician and Ms. Crutchfield, Representative from the League of Women Voters.

PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA – No one from the public was in attendance that wished to speak on agenda items.

APPROVAL OF MINUTES – The minutes of the July 30, 2018 meeting were approved as written and signed on motion of Starlet Stevens, seconded by Joyce Smith. Motion passed.

ELECTION OFFICER STATUS FOR NOVEMBER AND ADDITIONAL ELECTION OFFICER APPOINTMENTS – Adriene Davis reported that over eighty officers registered to attend the first New Officer training on Saturday, September 29. Of the eighty registered, sixty attended training and all were assigned to a precinct.

There are precincts whose list of officers have not been reported. Without that information we are not able to staff the precinct that are in need.

Kirk Showalter stated that the recruitment effort was a success. City Council helped her to get the information on Face Book. The information was shared 53 times and reached 6,000 people.

COMPARISON OF CURRENT REGISTERED VOTERS TO PROJECTED REGISTERED VOTERS – Kirk Showalter projected more Officers for precincts 214 and 505; 214 because of the split of Dominion Place and 505 because of the new dormitory for VCU students. Kirk Showalter asked the Board’s permission to make adjustments to 214 as the time gets closer to November’s election. It was moved by Starlet Stevens and seconded by Joyce Smith to give Kirk Showalter permission to make adjustments for Officers at precinct 214, and any other precinct, as she sees the need. Motion passed.

STATE'S PROPOSED AUTHENTICATION PROCESS - The State for Cyber Security reasons is going to a two tier process for VERIS which holds the entire Voter Registration records. There are two tiers of authentication which requires a pass word and a pin number, another one is someone will send a text message, it can be done by e-mail; a robot will have someone to call you with a phone number. The State has proposed to implement for this election to be telephonic. Telephonic will work well if everyone has an assigned station and an assigned telephone. Because of temporary workers and would not have their assigned stations or telephones. The State is suggesting that they use their personal cell phones which will not work because it will be a security breach. The only option under current procedure is not run a call center or absentee voting. The State is not requiring this procedure for this election, but is requiring it for permanent staffing. Some of the smaller localities are strongly objecting.

UPDATE ON PROPOSAL TO CHANGE JUNE ELECTION PRIMARY DATE - Many of the polling places are in schools and schools are not closed at the time of the election, as it is now, a bill to change the June primary from the second Tuesday to the third Tuesday in June has been presented to the General Assembly to be voted on in January. The City of Richmond Electoral Board voted unanimously for the change.

SATELITE ABSENTEE VOTING SITE – Previously there was a discussion on the possibility of opening remote areas for absentee voting. Kirk Showalter informed the Board that this project would require additional trained staff of which she does not have and also additional equipment. A cost analysis was presented to the Board and after more discussion the decision was to revisit the idea at a future meeting.

ELECTION OFFICERS PINS FOR NOVEMBER – The pins have already been ordered from R.A. Clark, in Florida. The delivery date is October 12, 2018.

NEXT MEETING – November 29, 2018 at 4:45 PM.

OTHER BUSINESS – Our poll books use the cloud to show us the status of all the poll books around the city to see the voter turnout. The State has not approved us using the cloud on our poll books, but IT services can use the cloud.

PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA - Ms. Crutchfield wanted to know the possibility of allowing a neutral person to observe at the polling place during the election. If the Board would allow it, the Board will have to form a policy. The question was tabled for a future meeting.

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There being no further business, the meeting was adjourned.

James M. Nachman
Chairman to the Electoral Board

Joyce K. Smith
Vice Chairwoman to the Electoral Board

Cherlyn S. Stevens
Secretary to the Electoral Board