

City of Richmond



CHERLYN STARLET STEVENS

CHAIRWOMAN

JOHN N. AMBROSE

VICE-CHAIR

JOYCE KING SMITH

SECRETARY

Electoral Board

May 15th, 2024

Meeting Minutes

CALL TO ORDER

Chairwoman Cherlyn Stevens called the meeting to order at 10:00am with Vice Chair John Ambrose and Secretary Joyce Smith in attendance.

OFFICE OF ELECTIONS STAFF ATTENDANCE

Keith Balmer - Director, Jerry Richardson - Deputy Director, Katherin Cardozo-Robledo - Executive Assistant, Vanessa Floyd - Election Operations Manager.

PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA

There were no speakers for public comment for items on the agenda.

APPROVAL OF THE MINUTES

Chairwoman Stevens corrects language regarding the increase in election officer pay. After the changes have been made, all members of the electoral board approved the minutes from the last electoral board meeting that took place on April 9th, 2024. The board members also approved the minutes from the emergency meeting that took place on March 3rd, 2024.

POLLING PLACE UPDATE FOR JUNE ELECTION

Registrar Balmer discussed the relocation of election precincts due to various reasons, including school closures, space constraints, and security concerns. Precinct 105 at Mary Mumford Elementary will be unavailable due to summer school. The solution is to relocate that precinct to First Presbyterian Church, which is Precinct 104. Precinct 308, which is Linwood Holton Elementary School, is unavailable due to summer school as well. The solution is to relocate this precinct to Imperial Plaza, which is Precinct 309. Precinct 409, JB Fisher elementary, is also unavailable due to summer school. The solution is to relocate this precinct to Christ the King Lutheran Church, which is Precinct 415. Moreover, Precinct 410 Huguenot High School, is unavailable due to summer school and the solution is to relocate this precinct to Southampton Elementary which is Precinct 414. Precinct 606 Hotchkiss Community Center, is closed for the rest of the year due to renovations. The solution is to relocate the voters who vote at precinct 606 to Overby-Sheppard Elementary School for the June primary and the November general election. Precinct 705 at Henry Marsh Elementary School will also be unavailable due to summer school. The solution is to relocate this precinct to Main Street Station. Precinct 810 at Liberation Church, decided to withdraw their attempt to serve as a polling location due to some controversy. The solution to relocate this precinct is still in the works with a few options available. Precinct 908 Miles Jones Elementary School is unavailable due to summer school. The relocation of this precinct will be Elizabeth Redd Elementary School, which is also Precinct 909. Finally, Precinct 911 which is in a Community Building in Southside Regional Park, will be relocated to G.H. Reid Elementary School. Registrar Balmer mentions that if city council approves his request, this precinct has the probability into moving to River City Middle School for the upcoming November election.

APPROVAL OF NEW ELECTION OFFICERS

Vanessa Floyd, Election Operations Manager, announced to the electoral board that her and her Elections Operation Department are now using their new system Integra, an election management system. Through Integra, Vanessa is able to create a list to the board of all potential election officers who applied and can conduct their oath, which is digitally and electronically available. On the sheet provided to the board, Vanessa listed 10 new election officers with their first and last name, and the party that the officer declared when they applied.

Secretary Smith makes a motion to approve all 10 election officers. Chairwoman Stevens seconds the motion. All were in favor, **the motion passes.**

NEW BUSINESS

For the first order of new business, Secretary Smith makes a motion to vacate the chair, removing Starlet Stevens as chair of the City of Richmond Electoral Board, and to replace that position with the current Vice-Chair John Ambrose. Vice Chair Ambrose seconds the motion. Starlet Stevens opposes. **The motion passes and John N. Ambrose is now the current chair of the City of Richmond Electoral Board.**

Secretary Smith brings another topic under New Business. Smith states that there have been discrepancies in the circumstances surrounding the termination of Vera Smith as an election officer, with a lack of supporting evidence. Given these factors, Secretary Smith proposes that the electoral board reappoints Vera Smith as an election officer ensuring that fairness and due process are upheld in all actions.

Secretary Smith makes a motion to reappoint Vera Smith as an election officer at Precinct 208. Chairman Ambrose seconds the motion. Vice-Chair Stevens opposes. **The motion passes and Vera Smith is reinstated as an election officer.**

Chairman Ambrose addresses another item under new business and that is the coordination of calendars, to review all upcoming dates. Ambrose states that the next scheduled logic and accuracy testing for the early voting satellite locations for the last two Saturdays of Early voting, and for the election day precincts, is on Friday, May 31st at 10am. In addition, the logic and accuracy testing of the election day poll books will be scheduled for Sunday, June 16th at 10am. Canvas, which typically occurs the day after the election, will not be held on Wednesday, June 19th because it is a city holiday, Juneteenth. Due to this, Canvas will be rescheduled to Thursday, June 20th at 9am. Lastly, the provisional ballot hearing is scheduled for Monday, June 24th at 10am.

Chairman Ambrose schedules the next electoral board meeting for sometime in July. He proposes Tuesday, July 23rd at 10am. He states that the topics within this upcoming meeting will include the annual evaluation of the General Registrar under a closed session, the results of the June Primary, all of the candidates for the November election, all of the petitions for the mayoral candidates, school board, and city council candidates, and the Satellite Early Voting hours. All members of the board agree to set this meeting date.

Chairman Ambrose also mentions that ELECT is doing an online webinar on Tuesday, July 30th on the new legislative changes that came out of the recent General Assembly session.

For the last item under New Business, Registrar Balmer brought attention to the electoral board about the lawsuit that has been filed by Paul Goldman, in regards to the way the City of Richmond issued the bonds to pay for the diamond district redevelopment project. And what Mr. Goldman alleges is that the city was in violation. Registrar Balmer states that Paul Goldman would like to see the question be placed on the ballot in November as far as a referendum. Mr. Balmer brings this discussion to the board because if the judge agrees with Mr. Goldman, then that's going to involve a lot of work for the Office of Elections staff, because Mr. Goldman will be able to circulate petitions to see if this question can be put on the ballot in November. Registrar Balmer states that once he hears about the outcome of that lawsuit, the Electoral Board will be notified immediately.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

No one signed up to address items not on the agenda.

CLOSED SESSION

The Board entered closed session to discuss personnel matters as it relates to the Electoral Board, the General Registrar, and the staff under the Office of Elections.

MEETING ADJOURNMENT

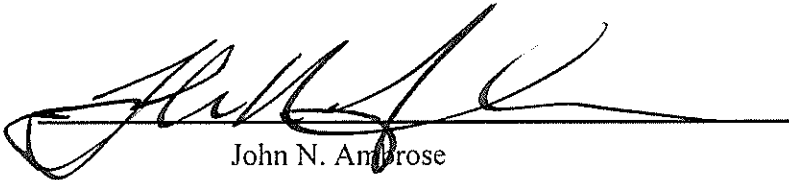
The meeting was adjourned by Chairman John N. Ambrose

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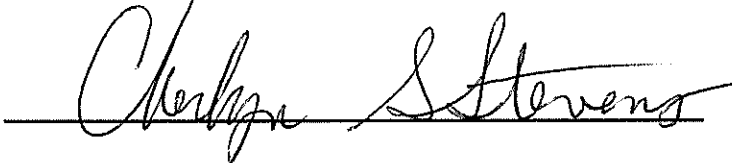
NEXT MEETING DATE

The next electoral board meeting date will take place on Tuesday, July 23rd at 10am.

There being no other business, the meeting was adjourned.



John N. Ambrose
Chairman to the Electoral Board



Cherlyn S. Stevens
Vice Chair to the Electoral Board



Joyce K. Smith
Secretary to the Electoral Board