

Chesterfield County Electoral Board

Missy Vera, Acting General Registrar

Electoral Board Members

Caroline S. Emmons, Chair

Lynette P. Clements, Vice Chair

Elizabeth Dwyer, Secretary

Electoral Board Meeting Minutes

April 14, 2022

The following people were present:

Board: Caroline Emmons, Chair; Lynette Clements, Vice-Chair; Elizabeth Dwyer, Secretary

Registrar's Office: Missy Vera, Leslie Foreman

1. Opening: Ms. Emmons called the meeting to order at 1:03.
2. Minutes: The minutes from April 5, 2022, were approved as submitted.
3. Primaries: The Board discussed primaries that will be held in June. Chesterfield will not have a primary this year.
4. Election Preparations: The Registrar's Office ("RO") reviewed plans to prepare for the upcoming November election. The RO will hold a mock election or other trial run to test new election software and hardware. Reporting by each precinct, including mail-in and early in-person votes, will be new this year and will require additional preparation and processing. The RO would also like to expand voter training, including ExpressVote training, to familiarize the electorate with various voting mechanisms and improve election efficiency.
5. Voting Districts: Chesterfield's voting district maps have been submitted to the Virginia Attorney General's Office and the County is awaiting the results of their review.
6. Chief and Deputy Positions: There are a number of vacancies in the Chief and Deputy precinct positions. The Board and RO will review the current list and work to fill these vacancies prior to November.



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7. Election Officer Pay: The Board discussed the recent Chesterfield County pay study, increasing the hourly wage for Election Officers, and the mileage reimbursement requirements in Section 24.2-116 of the Code of Virginia. The Board agreed that the RO should pursue a wage increase with appropriate County officials.

8. Protection Equipment: The RO presented information about providing sneeze guards at all precincts. The vendor will need approximately three weeks' notice to provide this protective equipment.

9. Warehouse Security - Security at the warehouse was discussed, including updating contact information with the security company; changing locks on exterior and interior doors; and obtaining cameras. The discussion was prompted by an apparent false alarm at the warehouse, which was investigated by the security company and the police. Board members will contact various County officials who are responsible for security to explore additional security measures.

10. Adjournment - On a motion made by Ms. Clements and unanimous vote of the Board, the meeting was adjourned at 3:32 p.m. .

May 12, 2022
Date Approved

Elizabeth Dwyer
Elizabeth Dwyer, Secretary



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