

Chesterfield County Electoral Board

Electoral Board Members

Caroline S. Emmons, Chair
Lynette P. Clements, Vice Chair
Elizabeth Dwyer, Secretary

Electoral Board Meeting Minutes June 9, 2022

The following people were present:

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

Registrar's Office: Missy Vera (Acting Registrar), Leslie Forman (Elections Manager) Guests: Jerri Cowan (Officer of Election), Randy Walker (Poll Watcher), Mary Grace Boyle (League of Women Voters)

- 1. Opening:** Ms. Emmons called the meeting to order at 10:00 am.
- 2. Minutes:** The Board suggested an amendment to the May 12, 2022, minutes. These minutes will be reconsidered at the next meeting. The minutes from May 25, 2022, were unanimously approved.
- 3. Board of Supervisors Update:** The Board of Supervisors will hold meeting on June 13, 2022, at 2:00 to discuss the resignation of Lesley Hailey and her temporary replacement. The Midlothian District Supervisor position will be filled in a special election in November.
- 4. Redistricting:** The Registrar's Office (RO) submitted a list of precincts that shows changes resulting from redistricting. There is a net increase of six precincts in Chesterfield County: nine new precincts were created, and three precincts were removed (and combined with existing precincts). The RO will add information on its website about precinct changes and new voter cards. The RO noted that additional equipment for new precincts will require additional warehouse space.
- 5. Cyber Navigator Update:** Chesterfield County is the largest of the seventeen localities in Virginia participating in this program. Ms. Clements met with program interns and shared information about the Electoral Board. A timeline of program deliverables was presented to the Board.



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6. Impact Analysis Update: Impact Makers, a business and technology consulting firm, is conducting a business analysis and risk assessment of the RO. They will examine technological, operational, and organizational issues in light of the RO's critical electoral function.

7. Officers of Election Pay Increase: Officers of election pay has remained the same since 2008. Ms. Vera and County officials propose an increase this year, as outlined in Attachment A. The Board unanimously approved the pay increases outlined in Attachment A. In light of recent, significant increases in gas prices, the Board asked Ms. Vera to discuss with County officials an additional increase of \$5 for in-person training attendance and \$15 for precinct chiefs and deputy chiefs for Election Day.

8. Officers of Election Appointments: Ms. Forman presented a list of proposed officers of election, dated June 9, 2022 (Attachment B). The Board unanimously approved these officer of election candidates. The Board discussed the need to recruit new chiefs and deputy chiefs for precincts. Ms. Clements will meet with certain teams to encourage chiefs to move to different precincts and deputies to move to chief positions. Ms. Forman will send Ms. Emmons and Ms. Dwyer a list of deputies to contact. The Board brainstormed ways to support chiefs and deputies, including conducting a survey to glean information from chiefs and deputies, creating a support system for new chiefs, and encouraging chiefs to train deputies and officers of election to assume more responsible positions.

9. New business: Mr. Casey, the County Administrator contacted the Virginia Association of Counties suggesting a clarification of the definition of district boundaries in the Code of Virginia as it relates to neighborhoods. Ms. Clements will follow-up with Virginia Electoral Board Association on this issue.

10. Closed Session: Upon a motion made at 12:20 by Ms. Clements, seconded by Ms. Dwyer and passed by unanimous vote, the Board went into closed session for the purpose of discussing personnel and security issues. Upon a motion made by Ms. Emmons and seconded by Ms. Dwyer, and passed by unanimous vote, the Board reconvened in open session at 1:00 pm. The Board certified that the closed session was held in accordance with law (Attachment 3).

11. Adjournment: By unanimous vote the meeting was adjourned at 1:05.



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7/14/2022
Date Approved

Elizabeth G. Dwyer

Elizabeth Dwyer, Secretary



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Attachment A

ESD
6/9/22

2022 Proposed pay rates for Officers of Election: Early Voting (EV) and Election Day (ED)

CURRENT PAY INFORMATION				PROPOSED PAY INFORMATION		DIFFERENCE
Role	Current hourly pay	Current Salary	~ED/EV hours	Proposed hourly pay	Proposed salary	
ED OOE	\$ 9.38	\$ 150.00	16	\$ 12.50	\$ 200.00	\$ 50.00
ED DCO	\$ 10.94	\$ 175.00	16	\$ 14.06	\$ 225.00	\$ 50.00
ED CO	\$ 13.13	\$ 210.00	16	\$ 16.25	\$ 260.00	\$ 50.00
EV OOE	\$ 10.00	\$ 55.00	5.5	\$ 12.50	\$ 68.75	\$ 13.75
EV DCO	\$ 11.00	\$ 115.50	10.5	\$ 14.06	\$ 147.66	\$ 32.16
EV CO	\$ 12.00	\$ 126.00	10.5	\$ 16.25	\$ 170.63	\$ 44.63

All officers receive \$20 for each training class attended.

Attachment B
EGR/llg 6/19/22

Electoral Board Meeting 9-Jun-22
Candidates for Officer of Election

Name	Party	Home Precinct
Bardonner, Randy	U	Drewry's Bluff
Bendrick, Annie	R	West Beach
Clanton, Karen	D	Providence
Conway, Charles	U	Midlothian
Dukette, Ellen	U	Skinquarter
Duncan, Julett	U	South Chester
Geppert, Deborah	U	Tomahawk
Gibson, Patricia Jefferson	U	Dutch Gap
Gozzi, Josephine	U	Salisbury
Harris, Gail	U	Nash
Jackson, Gail	U	Nash
Johnson, Mark	U	Woolridge
Jones, Barbara	D	Dutch Gap
Keys, Carolyn Scott	D	Falling Creek
Keys, Linwood	D	Falling Creek
Lawson, Kelli	R	North Chester
Menghrajani, Bharat	U	Henrico
Murphy, Colin	U	Midlothian
Norman, Lily	D	Evergreen West
Powell, Regina	U	Meadowbrook
Ross, Carla	D	Magnolia
Royal, Sharon	U	Hopewell
Sandelli, Ernest	U	LaPrade
Sanitate, Pietro	U	Salem Church
Sye, Greg	U	Woolridge

Attachment C
6/9/22
EBD

Electoral Board Closed Session Minutes

Electoral Board Closed Session

Date: 6/9/22

CLOSED SESSION

GOING IN TIME: 12:20PM

1. Upon a motion made by Electoral Board Member Clements, seconded by Electoral Board Member Dwyer, and passed by a vote of Electoral Board, Electoral Board went into closed session pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia for the "[d]iscussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body;"

2. Upon a motion made by Electoral Board Member Emmas, seconded by Electoral Board Member Dwyer, and passed by vote of the Electoral Board, Electoral Board reconvened in open session.

COMING OUT TIME: 1:02PM

CERTIFICATION

1. Upon a motion made by Electoral Board Member Clements, seconded by Electoral Board Member Dwyer, and passed upon affirmative roll call vote in open session, it was certified that (i) only public business matters lawfully exempted from open meeting requirements and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the closed session or meeting by the Electoral Board.

ROLL CALL VOTE:

Chair Emmas : aye
Vice Chair Dwyer : aye
Secretary Dwyer : aye

[Signature]
Chair signature

6/9/22
Date