
Meeting of the Clarke County Electoral Board Monday, February 7, 2023

1. The meeting was called to order at 9:00 AM by Chair Daryl Glenney. Also present were Kelly Johnson - Vice Chair, Carol Westervelt - Secretary, Barbara Bosserman - General Registrar, and Bob Holcomb - Deputy Registrar.
2. The agenda was adopted as presented.
3. The minutes of the January 9, 2023, meeting were approved as presented. Kelly made the motion to accept and Carol seconded.

Roll Call Vote:

Daryl Glenney - Aye
Kelly Johnson - Aye
Carol Westervelt - Aye

Closed Session: Motion made by Carol Westervelt, Seconded by Kelly

I move that the Clarke County Electoral Board convene in closed session to consider the appointment of officers of election and other personnel matters as allowed by Virginia Code; Virginia Freedom of Information Act §2.2-3711(A)(1)&(4); for the purpose of discussing protocols for maintaining voting equipment security, specifically the Voting Equipment Security Program review as provided in § 24.2-625.1(B) and § 2.2-3711(A)(34) of the Code of Virginia. Also, for the purpose of discussing protocols for maintain the security of the Virginia voter registration system and the supporting technologies utilized to maintain and record registrant information outlined in the Minimum Security Standards as provided in § 24.2-410.2 and § 2.2-3711(A)(34) of the Code of Virginia.”

Items for discussion are:

4. Cyber Security Briefing by Gordon Russell, IT/GIS Director
5. Officer of Election Review and Appointments
6. Voting Systems Security Program Annual Review

Roll Call Vote:

Daryl Glenney - Aye
Kelly Johnson - Aye
Carol Westervelt - Aye

“Reconvene Certification:

The Electoral Board of Clarke Count, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Electoral Board of the County of Clarke, Virginia and no action was taken on matters discussed in Closed Session.

Roll Call Vote:

Daryl Glenney - Aye
Kelly Johnson - Aye
Carol Westervelt - Aye

Open session:

(4) Cyber Security Briefing by Gordon Russell, IT/GIS Director

- Barbara will work with Gordon to complete the Locality Election Security Standard (LESS) and submit to the Department of Elections by the March 1, 2023 deadline.

(5) Officer of Election Review and Appointments

- Motion was made by Carol Westervelt, seconded by Kelly Johnson that all individuals on the officer of election appointment list be appointed for a term of March 1, 2023 – February 28, 2025.

Roll Call Vote:

Daryl Glenney - Aye
Kelly Johnson - Aye
Carol Westervelt - Aye

- Barbara will send notification and acceptance forms to the officers of election for completion.

(6) Voting Systems Security Program Annual Review:

- Motion was made by Daryl Glenney and seconded by Kelly Johnson to approve voting system review be accepted.
- Barbara will forward the review to the Department of Elections as required under § 24.2-625.1.

Roll Call Vote:

Daryl Glenney - Aye
Kelly Johnson - Aye
Carol Westervelt - Aye

7. Barbara shared a list of new legislative related to the election process that has passed the full House and Senate. Cross over is next week so the approved bills will move to the next body for consideration.

8. EB Member comments:

- Daryl announced that she will be moving to West Virginia, at a date to be determined, and will notify the local Democratic committee of her resignation from the board. We will miss her and wish her well.

9. Miscellaneous

- Liability Insurance: Barbara has checked into our liability insurance and gave an update.
 - The Board is covered under the Virginia Division of Risk Management for legal counsel as shown in § 24.2-121: Defense of the electoral board, its members and the general registrar staff; appointment of council
 - Clarke County's VAcorp general liability insurance also provides coverage.
- VEBA annual meeting and training March 25 – 27, 2023
 - Reservations are made at the Hotel Roanoke.
 - Barbara is submitting a request for payment of registration fee for Carol and Kelly to attend at \$395 each.

10. The next regular meeting will be March 6, 2023 at 5:45 PM.

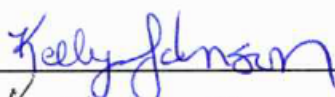
The meeting was adjourned at 10:20.

Respectfully submitted,

Carol Westervelt, Secretary

Approved: (date) MARCH 9, 2023

Carol Westervelt, Chair: 

Kelly Johnson, Vice Chair: 

Kay Briggs, Secretary: 