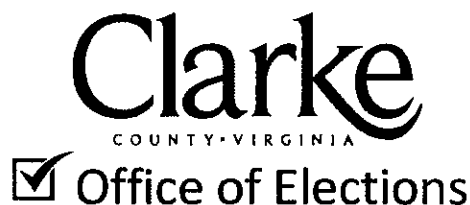


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## Meeting of the Clarke County Electoral Board August 24, 2023, 9:00A.M.

**Meeting called to Order** at 9:00AM by Chair Carol Westervelt, remotely via phone  
Members Present: Robert Holcomb, Vice Chair; Kay Briggs, Secretary  
Staff Present: Barbara Bosserman, General Registrar

Chair Carol Westervelt turned the meeting over to Robert Holcomb, Vice Chair. Carol participated in the meeting remotely due to a family emergency.

### **Adoption of the Agenda:**

A motion was made by Robert to accept the agenda. Barbara requested the following items on the agenda be tabled for this meeting.

The agenda was amended to exclude the following:

- Number 7 on the agenda: tabled the Polling Place Access Checklists as it is not part of the ADA Review
- Number 8 on the agenda: tabled the Officer of Election Assignments
- Number 9 on the agenda: tabled Election Day Sign Order

Robert made a motion to approve the agenda as amended. Carol Seconded the motion.

Roll call Vote:

Robert Holcomb – Aye  
Carol Westervelt – Aye  
Kay Briggs – Aye

**EB Member Comments:** No comments

**Approval of Minutes:** Robert made a motion to accept the July 12, 2023 minutes. Carol seconded.

Roll call Vote:

Kay Briggs – Aye  
Carol Westervelt – Aye  
Robert Holcomb – Aye

**Public Comments:** No members of the public were present to speak.

### **Continuity of Operations Plan Update**

Barbara updated the Board that the contact information has been updated.

- Robert Holcomb was removed as Deputy Registrar and added as an Electoral Board member.

- Kelly Johnson was removed as a member of the Electoral Board and added as a Deputy Registrar.

#### **Polling Place ADA Compliance Confirmation**

- The EB reviewed the Polling Place ADA checklists which combined all seven locations into one sheet.
- Each precinct reviewed met ADA requirements.

Robert moved that the Secretary sign the ADA Compliance Confirmation form. Carol Seconded the motion.

Roll call Vote:

Robert Holcomb – Aye

Carol Westervelt – Aye

Kay Briggs – Aye

The motion passed. Barbara Bosserman will upload the access Checklist to ELECT as required.

#### **November 7, 2023 Update**

- Ballot Proof: There are 10 ballot styles for the November 7, 2023 election. Kelly and Barbara proofed all styles. Ballot proofs were approved by ELECT.
  - The ballots have 3 columns across. This is not an approved ballot standard so a waiver was submitted by the ballot printer for an exception. The State Board of Elections approved the ballot style as submitted. Susan Beals from the State Board of Elections noted Clarke's ballot style waiver was the first submitted and our submission became the template for ballots across the Commonwealth.
- Ballot Order: Carol suggested we order 100% because HD31 and SD1 is showing heavy campaigning. Robert countered with a motion to approve the ballot order (99.2%) as presented to the EB. Carol Seconded the motion.

Roll call Vote:

Robert – Aye

Carol – Aye

Kay – Aye

Barbara noted that she will complete the ballot order form and submit to PrintElect, the ballot printer.

#### **VEBA Regional Meeting**

The meeting will be held on September 12, 2023. Barbara will RSVP for the meeting.

#### **Miscellaneous**

Barbara, representing the Clarke General Registrar's Office, will attend the Top of Virginia Hob Nob event on August 24<sup>th</sup> and promote Voter Registration and Elections. The event will run from 5:30PM – 8:00PM. She will have a table with give aways, voter deadlines and accessible voting brochures.

#### **Holtzman Vogel Complaint-**

In accordance with the National Voter Registration Act (NVRA), States are required to maintain an accurate and current voter registration roll for elections for Federal office. An accusation is being leveled that 101 Virginia counties and cities are in violation of Section 8 of the NVRA. The

State needs to implement programs to conduct appropriate list maintenance to ensure that the voter registration roll is accurate and current, as required by Federal law. This is not a lawsuit but is challenging the State to do this and if they don't then they will be sued.

**Set Next Meeting Date**

The next meeting will be Tuesday, September 19 at 11:00AM.  
The L&A will occur at 10AM followed by the EB meeting at 11AM.

A motion was made to adjourn the meeting by Robert and seconded by Carol.

Roll call Vote:

Robert-Aye  
Carol-Aye  
Kay-Aye

Respectfully submitted,  
Kay M. Briggs, Secretary

Approved: (date) September 19, 2023

Carol Westervelt, Chair: 

Robert Holcomb, Vice Chair: 

Kay Briggs, Secretary: 