
Meeting of the Clarke County Electoral Board Wednesday, May 1, 2024

1. **Meeting called to Order** at 2:00PM by Chair Carol Westervelt

Members Present:

Robert Holcomb, Vice Chair (via electronic participation)
Kay Briggs, Secretary

Staff Present: Barbara Bosserman, General Registrar

2. **Adoption of Agenda:** Kay motioned to adopt the agenda as written. Seconded by Carol.
Roll call vote:

Carol Westervelt: Aye
Robert Holcomb: Aye
Kay Briggs: Aye

3. **EB Member Comments:** No comments

4. **Approval of Minutes:**

Robert motioned to approve the March 22, 2024 minutes and Kay seconded the Motion.
Roll call vote:

Carol Westervelt: Aye
Robert Holcomb: Aye
Kay Briggs: Aye

5. **Public Comments:** No one from the public was in attendance so there were no public comments.

6. **Officer of Election Assignments for 6/18/24:**

Barbara commented on the difficulty identifying people officers of election to work the June 18, 2024 primary due to vacations and other activities. She is working to bring on some new officers of election and moving around others to fill the positions. Given this is a Republican primary, the focus will be on placing officers of election endorsed as Republican first but others not identifying as such may also be utilized.

Robert motioned to approve the appointment of the Officers of Election. Carol seconded the motion.

Roll call vote:

Carol Westervelt: Aye
Robert Holcomb: Aye
Kay Briggs: Aye

7. **Writs of Election** (attached)

- **Commonwealth Attorney**

Several people have expressed interest in the position.

- **Board of Supervisors – Berryville District**

The writ did not specify the Berryville District. Barbara sent backup documentation to Dept. of Elections and they approved.

Board of Supervisors will interview personnel residents for the interim position (Berryville District) vacated by Matt Bass.

The filing deadline is August 16 because it is a Special Election. That is also the deadline for independents to turn in all of their paperwork and for the parties to nominate.

November General Election Filing Deadline

The filing deadline for all candidates for the November general election is 7:00pm, June 18. Those include the Town of Berryville, Mayor and Council Members for Wards 1 and 3.

8. **SHSP Grant:**

Surveillance Cameras/Door Access Control

Contract awarded to Next Generation Security Concepts out of Purcellville. The installation process will begin about the second or third week of May and the process would take about a week to get installed. A Next Generation representative will set up a meeting with Gordon and Andrew of the IT Department to confirm all are on board with the scope of the project.

Our ID Card system and printer delivered. That system has been loaded on the office laptop.

New Signs – Prohibited Area signs will be at the Voter lines so people can read the prohibited activities. They will have one at each precinct and at the GRs office. These signs are large but on rollers so are easy to move.

We will also have new signs stating Vote Here to replace the old ones.

9. **DemTech ePolltab**

Civix bought DemTech (Clarke County's electronic pollbook vendor) and merged. Civix has now terminated DemTech's support from Virginia leaving us without adequate technical support. Civix will continue to support Virginia localities, on a very limited scale, through November 30, 2024. Our contract with Civix ended in March 2024. Barbara will work with our purchasing agent to determine options to move forward.

Other equipment pricing:

PrintElect Express poll is roughly \$23,000.

Knowlnk quote = \$30,000.

10. Miscellaneous

Ballots for the June 18, 2024 Republican Party Primary were mailed out today (May 1, 2024)
Early voting starts Friday, May 3, 2024

- June 4, 2024 2:00PM: L& A for precinct equipment testing
- June 8, 2024 2:00PM: Chief/Assistant Chief Training
- June 13, 2024 5:00PM: Ballot Officer & Curbside/Equipment Officer Training
- June 16, 2024 TBD: EPB L&A
- June 18, 2024 Election Day Primary
- June 19, 2024 10:00AM: Begin post primary election canvass
- June 21, 2024 1:30PM: Provisional Ballot Mtg. / Complete Canvass

11. Set next meeting date

June 19, 2024

Carol Made a motion to adjourn and Robert seconded the motion.


Roll call vote:

- Carol Westervelt: Aye
- Robert Holcomb: Aye
- Kay Briggs: Aye

The meeting was adjourned at 2:47PM.

Respectfully submitted,
Kay M. Briggs, Secretary

Approved: (date) June 4, 2024

Carol Westervelt, Chair: 

Robert Holcomb, Vice Chair: _____

Kay Briggs, Secretary: 