

COUNTY OF HENRICO, VIRGINIA
ELECTORAL BOARD MEETING

March 1, 2022

The Henrico County Electoral Board convened a meeting on Tuesday, March 1, 2022, at 10:30 a.m. in the Board Room at the Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

Those present at the meeting were:

PRESENT

Robert Shippee, Vice- Chair, Electoral Board
Cathy Woodson, Secretary, Electoral Board
Mark Coakley, General Registrar, Voter Registration and Elections
Anne Marie Middlesworth, Deputy Registrar, Voter Registration and Elections
Leslie Funn, Administrative Assistant, Voter Registration and Elections
Mary Grace Boyle, League of Women Voters

Absent

Yvonne Smith, Vice-Chair, Electoral Board

Call to Order

The meeting was called to order by the Vice-Chair, at 10:47 a.m.

Public Comments

Mrs. Boyle asked when the Republican party has a convention not a primary election and the Democratic party has a primary election- why are only the democratic election officials chosen to conduct the primary election? Mr. Shippee stated the election of the party (Democratic) is to nominate their candidate. Mr. Coakley stated the Election Officials are not registered by party, however, when giving the oath of office they agree to provide coverage of the primary election for all parties.

Good of the order

Mr. Shippee discussed the Legislative bills that may affect the Registrar's office:

- State Board of Elections expansion from five to eight members
- Mail-in Absentee ballots witness requirements

Mr. Shippee asked for a recap on Redistricting from the last meeting held on January 28th, 2022. Mr. Coakley gave the recap on Redistricting, and he will also attend a virtual meeting with the State Board of Elections at 1:00 p.m. regarding the two split-precincts: 105-Hermitage and 214-Hungary.

Mr. Coakley stated the electoral board will receive a summons delivered by the sheriff deputies regarding the Henrico Bond Referendums.

Mrs. Boyle stated she hasn't heard any update from the Registrar's office regarding election reporting by precincts of Absentee ballots. Mr. Shippee says this is still in discussion and there are meetings held today regarding absentee ballots sorted and reported by precincts.

Mr. Coakley asked Mr. Shippee about the Risk Limiting Audit for the upcoming elections. Mr. Shippee stated he spoke about the RLA at the hearings and the audit will continue for the localities. Mrs. Boyle asked if the Registrar's office would request assistance from the State or prefer to proceed on their own. Mr. Coakley stated the best

practices is guidance from the State. Mrs. Woodson thanked Mrs. Boyle for her question and stated the localities will work to meet code the of VA requirements.

Close session to discuss election security

On a motion by Mrs. Woodson, and seconded by Mr. Shippee, and by unanimous vote, the Electoral Board moved to a closed executive session to discuss election security at 11:08 a.m.

The vote of the Board was as follows:

Aye
Robert Shippee
Cathy Woodson

Nay

On a motion by Mrs. Woodson, and seconded by Mr. Shippee; and by unanimous vote, the Electoral Board moved to open session at 11:30 a.m. and the public was called back to the meeting.

The vote of the Board was as follows:

Aye
Robert Shippee
Cathy Woodson

Nay

Adjournment

There being no further business, on motion of Mrs. Woodson, seconded by Mr. Shippee, and by unanimous vote, the Board voted to recess the meeting at 11:35 a.m.

The vote of the Board was as follows:

Aye
Robert Shippee
Cathy Woodson

Nay

Robert Shippee

Cathy Woodson

MOTION: Cathy Woodson

RESOLUTION NO.:

SECOND: Robert Shippee

MEETING DATE: Tuesday, March 1, 2022

CERTIFICATE OF CLOSED MEETING

WHEREAS, The Henrico County Electoral Board and the Henrico General Registrar have convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act: and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Electoral Board and the Henrico General Registrar certifies that, to the best of each member's 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.

VOTE: Robert Shippee and Cathy Woodson

AYES: 2

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of Act should be described)

ABSENT DURING VOTE:

ABSENT DURING MEETING:

Cathy P. Woodson
Secretary Electoral Board