

**Harrisonburg City Electoral Board
Minutes
Friday – May 1, 2020
11:00 a.m.
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**Call to Order**

Meeting was called to order by Chair, Price-Stroble at 11:00 a.m.

**In Attendance**

Electoral Board Members; Sandra Price- Stroble, Chair, William Ney, V. Chair, Jane Grant Burner, Secretary. Also, Deborah Logan, Director of Elections & Donna Wimer Assistant Director of Elections.

**No Guests Present**

Ney made a motion to approve the agenda and the motion was seconded by Grant Burner. All board members voted in favor.

Ney made a motion to approve the minutes from February 24, March 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> and 9<sup>th</sup> and was seconded by Price-Stroble. All board members voted in favor.

**Director of Elections Report**

- Harrisonburg City Hall building is currently closed to the public due to COVID-19.
- To date, (90) voters have applied for absentee ballots.
- Division of Motor Vehicles is currently closed due to the COVID-19 and the Registrar's office is receiving no voter registrations or voter changes from the DMV.
- Ballots for June Primary have been received in Registrar's Office.
- May 8<sup>th</sup> is the first day of Absentee Voting.
- No decision has been made as to when the City Hall will re-open to the public.
- Absentee Voting will be curbside until City Hall re-opens to the public.
- Many absentee ballots are being returned by mail currently.
- Ballot cover folders, masks, disposable pens and gloves have been ordered for protective purposes for the June Primary.
- Officers of Elections for City of Harrisonburg have been sent email inquiries as to work availability for the June Primary.
- Rockingham County is scheduling (5) Officers of Election per precinct for June.
- 2A reason (disability and illness) for voting absentee can be used in the June Primary due to COVID-19.
- Alpha Cards with voter registration information are filed with the Library of Congress and voter signatures are on the voter registration site for reference before Alpha Cards can be destroyed as a space saving necessity.

### **Closed Session**

Ney made a motion and motion was seconded by Price-Stroble that the Board enter into executive session at 11:45 a.m. for the purpose of (i) reviewing security plans and assessing risks relating to our election process and procedures, including discussion of any necessary actions to mitigate those risks, as provided by Section 2.2-3711.A.35 and 24.2-625.1.B of the Code of Virginia, and (ii) discussion and consideration of personnel.

### **Return to Public Session**

Ney made a motion to return to Public Session at 12:05 p.m. and motion was seconded by Price-Stroble.

The Chair called for certification of the Closed Meeting.

**RESOLVED**, that to the best knowledge of each member of this Board (i) only public business matters lawfully exempted from the open meeting requirements of Chapter 37 (Virginia Freedom of Information Act) of Title 2.2 of the Code of Virginia and (ii) only such public business matters as were identified in the motion by which today's executive session was convened were heard, discussed or considered in the executive session.---

The Chair asked for roll call vote to certify. Ney-yes, Grant Burner-yes and Price-Stroble-yes.

### **Other Business**

- For a two week period Logan was the only employee working in the Registrar's Office due to limited hours worked by city employees for safety reasons due to COVID-19.
- Registrar's Office is currently back on their regular office schedule.
- Memorandum is expected from the city any day as to City Hall opening to the public.
- Rockingham County Offices are still closed to the public also.
- Permission for usage of City Schools for the June Primary is expected any day.  
Chris Pifer, Director of the Virginia Department of Elections has stated guidelines as to city schools needing to be made available for the June Primary usage.
- The CAP Voting Machine and ADA Voting Machine will need to be programmed before May 8<sup>th</sup> due to start of Absentee Voting.
- The remainder of the Harrisonburg Voting Machines will need to be scheduled for programming before the June Primary.

Depending on the city schedule of the Council Chambers, the next Electoral Board meeting might be May 15<sup>th</sup>.

### **Adjournment**

**The motion was made by Ney and seconded by Grant Burner to adjourn the meeting at 12:15 p.m. All voted in favor. Roll Call Vote: Price-Stroble, yes-Ney, yes and Grant Burner, yes.**

**Respectively submitted,  
Jane Grant Burner, Secretary**