

## Roanoke County Electoral Board Meeting Minutes

Date: July 27, 2022

Time: 10:00 AM

900 Chestnut St. Vinton, VA 24079

Chair: Ken Sspan

Vice Chair: Maurice McBride

Secretary: Jeff Krasnow

Attendance: Ken Sspan, Anna Cloeter, Jeff Krasnow, and Maurice McBride

Visitors: John Young

### 1. Call to Order and Welcome:

Ken Sspan called the meeting to order at 10:00 AM.

### 2. Approval of Agenda:

On motion of Maurice McBride, the agenda was approved unanimously.

### 3. Old Business:

Approval of Minutes from last meeting - Mr. Krasnow moved to accept the minutes of the June 22 and 24, 2022 meetings as submitted. Mr. McBride seconded the motion and it passed unanimously. All members signed the minutes.

### 4. New Business:

- a. **Review of the June 21, 2022 Republican Primary:** The Board discussed the members observations during the recent primary. Preliminarily, Mr. Krasnow expressed some concerns about the signs provided to each precinct to be placed at the corner of the roadway leading to the precinct and the fact that these will sometimes blow over and the individual signage can come loose. Ms. Cloeter mentioned that we do have stakes that are available to secure these signs to the ground and this is information that will be provided as a reminder to the Officers of Election. A precinct by precinct analysis then proceeded. Mr. Sspan suggested separate classes for chiefs and co-chiefs with more role-playing and practice on the pollbooks, including all steps be included in future training sessions.
  - b. **Chair's Report:** Mr. Sspan advised those in attendance that there was no legislative update at this time. On recruitment of future officers of election, he reported that a number of companies were not in a position to help, but that the Roanoke College political science department was interested and that the human resources departments of Roanoke County and Roanoke County Schools will attempt to help as well.
  - c. **Director's Report:** Ms. Cloeter reported on the status of the redistricting efforts which were currently underway. She advised the Board that the "Ballot on Demand" printers had been ordered and were expected to arrive in advance of the November election. She also explained how the "Ballot on Demand" printers would be utilized for both early voting and on election day. Ms. Cloeter reported on absentee voting and satellite operations for November 2022 and recommended that satellite operations be offered during the last two weeks prior to the election. She advised the Board on training and staffing for the upcoming November election. She advised the Board that ELECT is expected to provide appropriate procedures for "same-day registration" which will be in effect for November.
  - d. Neither the Vice-Chair nor the Secretary had any additional comments at that time.
5. **Closed session:** At 10:45 AM, at the Request of Mr. Sspan, Mr. Krasnow made a Motion that the Board enter into a closed session to discuss an employee performance review as permitted by Virginia code 2.2-3711 (A) (1). Mr. McBride seconded the motion and all members of the board, Mr. Sspan, Mr. McBride and

Mr. Krasnow voted aye. The closed session of the Roanoke County Electoral Board commenced and at 11:43 AM concluded the closed session. Mr. Srpan stated “in accordance with Virginia Code 2.2-3712 (d) I am asking the Secretary of the Electoral Board to conduct a roll call to certify that to the best of each member’s knowledge that 1. Only public business matters lawfully exempt from open meeting requirements of the Virginia Freedom of Information Act were conducted in the closed meeting, and 2. Only such public business as was identified in the motion for the closed meeting by which the closed meeting was convened, was heard, discussed or considered in the closed meeting of the Electoral Board. The Secretary then proceeded with a roll call vote which was as follows: Mr. Srpan - aye, Mr. McBride -aye and Mr. Krasnow - aye.

- 6. **Public Comment:** None
- 7. **Next Meeting:** A decision on the next meeting was deferred.
- 8. Adjournment: 11:43 AM

Secretary \_\_\_\_\_

Chair \_\_\_\_\_

Vice Chair \_\_\_\_\_