

Goochland County Electoral Board

DRAFT Minutes 2/6/2018

WTA

The Goochland County Electoral Board convened at 5:27 pm in the Director of Elections' conference room. Present: Chair Keith Flannagan, Director of Elections Winston Forrest, Assistant Registrar Kendall Hutchinson and Vice Chair Wanda Taylor.

In the absence of the secretary, the vice chair agreed to take minutes.

The minutes of 12/29/2017 were approved as submitted.

Discussion ensued on the Declaration of Appointment to the Electoral Board for Wanda Taylor for a three-year term beginning March 1, 2018 and for Winston Forrest to fulfill the remaining term ending June 20, 2019 were received and confirmed. The documents were given to Secretary Robin Lind for signature.

Deputy Registrar Kendall Hutchinson was formally introduced to the board. She stated that she is originally from Goochland and went to VA Tech and this was her 2nd day on the job. She also has some background with VERIS. The board welcomed Kendall to the team.

DOE (Winston Forrest) informed the board how he does not touch the duplicates report, he allows time for it to get worked on and resolved within VERIS. He informed the board that it is a synching issue.

At 6:05 pm the secretary joined the meeting, having been delayed by his attendance at a Senate Privileges & Elections Committee meeting at The Capitol.

Discussion ensued on the list Officers of Election (OOE) concerning, replacement, recruitments and appointment. DOE reported that we have lost 4 officers and the board addressed possible changes. DOE reported that not all officers have responded and the board agreed to wait. There was also some discussion around the officer's letter and it was suggested to remove the precinct assignment because they could not be confirmed as of this meeting. The board also discussed possible replacements for the cap precinct. No formal decision was made.

DOE presented a report on his suggestions for changes to some processes and the availability of new technology. (see attached documents)

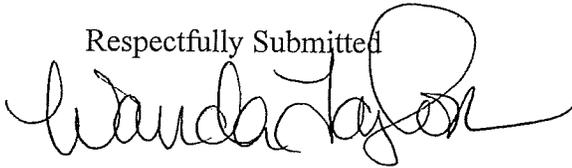
- DOE discussed how he felt that Alpha Card Scanning and hand scanning may be something that the board should investigate to improve line efficiencies and the voter check-in process. DOE discussed how he would like to have 3 scanners per precinct and 3 backups. Chair Keith Flannagan requested that DOE contact Unitect and request that one be sent to us so that the board can review.
- Vice Chair Wanda Taylor discussed a conversation she had with an OOE concerning talking the oath. DOE acknowledged visit to office by OOE to sign and take the oath. He was not present when it occurred. He felt that the oath should be taken as a group during training as a unified effort. It was discussed that

it is the boards preference and understanding of the law that the OOE should take the oath when they sign the document.

- DOE suggested the board acquire smaller generators for election day.
- DOE discussed replacement of EPB and Secretary Robin Lind requested that the board have comparative prices. The board felt that there is need for information from Advocated. DOE will reach out and recommend possible replacements.
- It was discussed that DOE will attend VEBA Annual meeting at the Homestead
- DOE announced that he will complete his VREO classes in April. 2018
- DOE inquired about attending Budget classes in VA Beach for FY19

There being no further business, the board adjourned at 6:30pm.

Respectfully Submitted

A handwritten signature in cursive script, appearing to read "Wanda Taylor". The signature is written in black ink and is positioned below the typed name.

Wanda Taylor, Vice Chair