

**Electoral Board
Isle of Wight County Virginia
3 January 2018**

The Electoral Board of Isle of Wight County held a scheduled meeting on 3 January 2018 at the General Registrar's Office at IOW Courthouse. The Chairman called the meeting to order at 2:00 PM. Present were Inetha Holmes, Chairman, Regina Haggerty, Vice Chairman, William Bell, Secretary, and Lisa Betterton, Director of Elections.

The minutes of the 6 December 2017 meeting were approved and signed and given to the Director of Elections for posting.

The Secretary had no report.

The Director of Elections stated that the first budget deadline was 15 January. She requested input from board. The board after some discussion set the following to be included in the budget submission for FY 2019:

- 1.) Training budget should include funds for 3 board members and the DOE to attend VEBA annual Training at the Homestead. It is anticipated that the training normally held in Richmond by ELECT will be shifted to that venue annually in March.
 - 2.) Funds to support an appreciation event for Election Officers to be catered as a picnic at Nike Park in mid summer. Figure for 125 persons.
 - 3.) Funds to support light snacks for the polling places on Election Day.
 - 4.) Funds to support sending Birthday cards to EOs.
- Under Old Business:

The secretary said that Deputy Registrar Mainwaring and Mr. Finch from IT had completed capturing the House and Senate District assignments file in VERIS against the County GIS file. There were less than ten errors to be in error and corrections were under way. There were three addresses that GIS shows are in Suffolk and that VERIS file shows as in IOW. This has to be resolved but is not uncommon per discussion among election officials. This completes action requested in the 6 December 2017 meeting.

Under New Business:

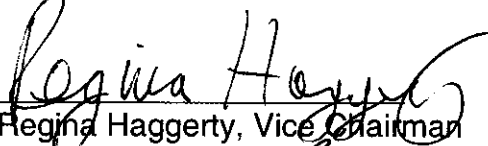
The DOE made the board aware of a situation causing additional workload on the office. In brief in July of 2016 DMV stopped asking those who wanted to register to vote if they were citizens and if they had prior felonies. The forms sent to VERIS had those fields empty and ELECT/VERIS? populated them with a Yes and No respectively before loading them in the hopper for GRs to work. She stated that the routine to correct this was difficult and time consuming. She was unaware of who had approved this in 2016.

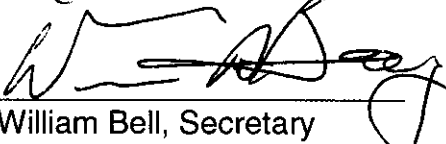
For the Good Of The Order

The DOE requested that someone get a dollar figure for the picnic (item 2) before the January 15. Assigned to secretary.

There being no further business the meeting adjourned at 2:40 PM.

Inetha Holmes, Chairman


Regina Haggerty, Vice Chairman


William Bell, Secretary

**Electoral Board
Isle of Wight County Virginia
7 February 2018**

The Electoral Board of Isle of Wight County held a scheduled meeting on 7 February 2018 at the General Registrar's Office at IOW Courthouse. The Vice Chairman called the meeting to order at 1:45 PM. Present were Regina Haggerty, Vice Chairman, William Bell, Secretary, and Lisa Betterton, Director of Elections. Inetha Holmes, Chairman was absent with the flu.

The minutes of the 3 January 2018 meeting were approved and signed and given to the Director of Elections for posting.

The Secretary reported that he had attended a Board of Supervisors (BOS) meeting on 1 February to inform them on the options and consequences of the Special Election required to replace Sheriff Mark Marshall who had resigned. He had recommended that the board request the Special in conjunction with the November General Election because of cost, anticipated low turnout, and difficulty staying of polling places during the summer months. The BOS voted 3-2 to request a 24 July 2018 Special Election. His attendance had been requested after the BOS had acted unadvised and voted to have the SE on 1 May. This fell inside a 55 day prohibition window for a June 12 Primary election. He reviewed stats of some election legislation currently being considered in the current session and discussed an error that had been uncovered by Goochland County that had inflated the state turnout figures by 180,000 votes. Initial investigation indicates that the figures reported for Absentee Turnout had been doubled in every case but 4.

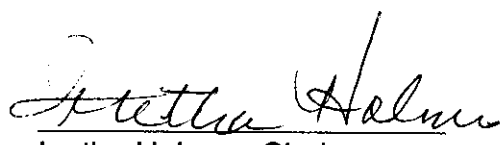
The Director of Elections stated that the Sheriff's resignation had consumed most of the month. She stated that Judge Eason had called checking for any additional scheduled elections just to insure no conflicts. Judge Eason issued the writ for 24 July SE for unexpired term of Sheriff while the meeting was in session.

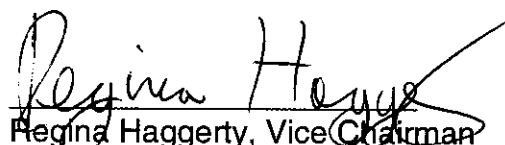
There was no Old Business.
Under New Business:

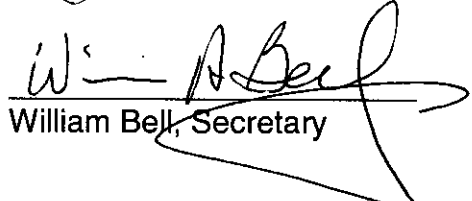
The Board voted unanimously to authorize the DE to rent one complete set of voting machines for the CAP for the special election because of an overlap Absentee Voting. The Board also voted unanimously to authorize renting one complete county election set (14 precincts plus 2 spares) of program media devices. This was necessary due to county owned devices being locked up under control of Clerk of Court until 13 July. There would not be time to have it programmed for the special.

For the Good of the Order. None

There being no further business the meeting adjourned at 2:30 PM.


Inetha Holmes, Chairman


Regina Haggerty, Vice Chairman


William Bell, Secretary

**Electoral Board
Isle of Wight County Virginia
7 March 2018**

The Electoral Board of Isle of Wight County held a scheduled meeting on 7 March 2018 at the General Registrar's Office at IOW Courthouse. The Chairman called the meeting to order at 2:20 PM. Present were Inetha Holmes, Chairman, Regina Haggerty, Vice Chairman, and William Bell, Secretary. Lisa Betterton, Director of Election was absent sick. Viki Mainwaring, Deputy Registrar, represented the DOE.

The first order of business was to reorganize the board as required by code. It was agreed that the Board memoirs would continue as last year with Ms. Holmes Chair, Ms. Haggerty vice chair, and Mr. Bell Secretary.

The minutes of the February 2018 meeting were approved and signed and given to the Deputy Registrar for posting.

The Secretary reported that he had met with the County Administrator to discuss the mold issue that was becoming a health concern. The CA outlined actions being taken to rid the building of mold as well as mildew some of which confirmed suspicions of staff leading to next issue discussed. The second subject was building security/access. Staff had informed the cleaning person that she would have to clean during the day when staff was present during the upcoming period of absentee voting due to a voting machine for Central Absentee Precinct (CAP) being present. (This practice in being for some years) This had resulted in pushback from the Public Works (PW) department. (CA confirmed that contractors and or PW had been in the building during the weekend working on mold). Seeing no way to insure controlled access to the building Secretary requested installation of dead bolt locks for voting room with all keys given to DOE. CA agreed and locks installed. Same arrangements requested for equipment building later via email not yet complete.

Old Business. The Deputy Registrar did not have information to update the Board on the FY 19 budget.


New Business:

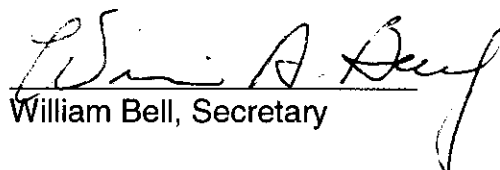
1. In light of Secretary's report it was agreed to pursue installation of a code lock and camera system for the equipment room.
2. The board did not feel comfortable signing off on the review of the Security SOP primarily because current document is severely outdated due to technology and other issues. Board asked that ELECT be informed that a complete rewrite was being undertaken.

For the Good of The Order. None

There being no further business the meeting adjourned at 3:25 PM.


Inetha Holmes, Chairman


Regina Haggerty, Vice Chairman


William Bell, Secretary

**Electoral Board
Isle of Wight County Virginia
4 April 2018**

The Electoral Board of Isle of Wight County held a scheduled meeting on 4 April 2018 at the General Registrar's Office at IOW Courthouse. The Chairman called the meeting to order at 2:00 PM. Present were Inetha Holmes, Chairman, Regina Haggerty, Vice Chairman, William Bell, Secretary, and Lisa Betterton, Director of Election.

The minutes of the 7 March 2018 meeting were approved and signed and given to the Director of Elections for posting.

The Secretary reported that he had attended the SBE meeting on 23 March. It was a very positive meeting and a 180 degree shift from the previous administration. Focus of new ELECT personnel was on improving communications, fixing VERIS collaboration with the VRAV and VEBA associations to improve training. New ballot standards have been adopted and will result in a new look for the ballot.

The DE reported that a deadbolt had been installed in the equipment room completing new key control and access measures. She also stated that she had reserved a room for the board attendee to state training in June. Attendee is Ms. Haggerty. She stated she had received no detail feedback on the budget submission. She then reviewed the three upcoming elections.

Key dates are as follows:

April 17- 2PM-LAT for May Town and CAP Primary
April 26- 5PM-Training for May Town
June 6-7- 10,2,& 6-Training for Primary
June 12- Primary Election
July 24-Special Election (Sheriff)

Old Business. None

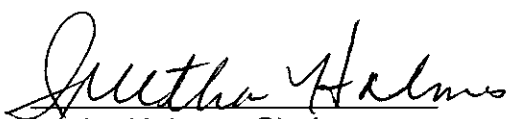
New Business:

1. The board decided that the secretary would review and rewrite as necessary the Voting Equipment Security Plan.


The board decided unanimously to have voting equipment Query over votes and not Query undervotes or blank votes.

For the Good Of The Order. None

There being no further business the meeting adjourned at 3:10 PM.


Inetha Holmes, Chairman

Regina Haggerty, Vice Chairman


William Bell, Secretary

**Electoral Board
Isle of Wight County Virginia
2 May 2018**

The Electoral Board of Isle of Wight County held a scheduled meeting on 2 May 2018 at the General Registrar's Office at IOW Courthouse which also included the canvas of the Smithfield Town Election held on 1 May 2018. The Chairman called the meeting to order at 9:07am. Present were Inetha Holmes, Chairman, William Bell, Secretary, and Lisa Betterton, Director of Elections. Regina Haggerty, Vice Chairman was on travel out of the country.

The Smithfield Town results were addressed first. One Provisional ballot was present. It was resolved as a DMV false move to a previous address. A provisional polling precinct was opened and the vote cast. A review of the tapes and SOR showed a divergence of one more ballot read than checked in. This was noted for future training. The abstracts were produced and given to the DE for posting. There was a total machine (DS200) failure at 6:30 AM. Machine replaced with no problem. Failed equipment sent to vendor for analysis and repair.

The minutes of the 4 April 2018 meeting were approved and signed and given to the Director of Elections for posting.

The Secretary reported that we might expect members of the General Assembly to visit any of our precincts during the Republican Primary in June. This is an effort by VEBA and VRAV to increase election operational knowledge among GA members. The board authorized these special visits

The DE reported she had ordered 30% ballots for Republican primary. She also pointed out that the recent failure of a machine so early in life (3rd election) necessitated acceleration of purchasing spare of which we currently have only two (2).

Key dates are as follows:

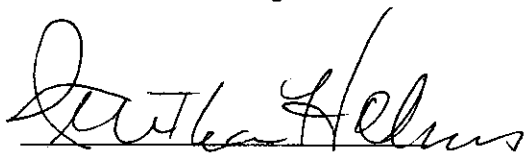
June 6-7- 10-12, 2-4, 6-8 Training for Primary
June 12- Primary Election
July 24-Special Election (Sheriff)

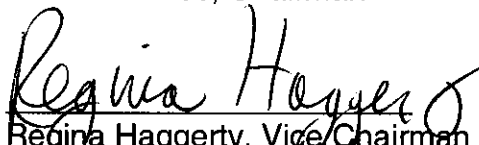
Old Business. None

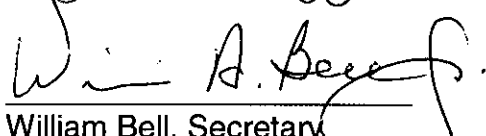
New Business: None

For the Good of The Order. None

There being no further business the meeting adjourned at 10:15 PM.


Inetha Holmes, Chairman


Regina Haggerty, Vice Chairman


William Bell, Secretary

**Electoral Board
Isle of Wight County Virginia
13 June 2018**

The Electoral Board of Isle of Wight County met for Officer of Election training during its regularly scheduled meeting on 2 May 2018 at the IOW Ruritan Club building 17011 Courthouse Highway Windsor Va. It was agreed that business would be conducted on 13 June after the canvas of the Republican Primary.

The IOW EB met on 13 June at the office of the Director of Elections at the IOW Courthouse to canvas the votes of the Republican Senate Primary held 12 June 2018. The Chairman called the meeting to order at 9:18 AM. Present were Inetha Holmes, Chairman, Regina Haggerty, Vice Chairman, William Bell, Secretary, and Lisa Betterton, Director of Elections.

There was one provisional ballot from Longview precinct. Research provided by Mrs. Mainwaring, Deputy Registrar, indicated voter had been arbitrarily moved by DMV. Provisional precinct was opened and vote was cast. Voter's registration was corrected by Mrs. Mainwaring.

Minor errors of omission were found throughout indicating a need for training in closing paperwork. Walters precinct Chief and Asst. were called in to complete forms correctly. The canvass revealed that 2 votes which were manually counted by the CAP had not been reported on election night. This error was corrected.

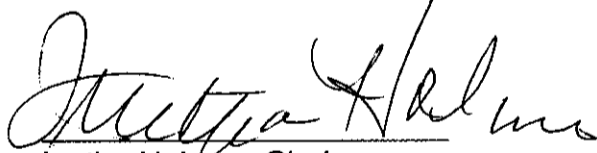
Abstracts were printed, signed sealed and given to the DE for distribution. Canvas certification form was signed by the secretary.

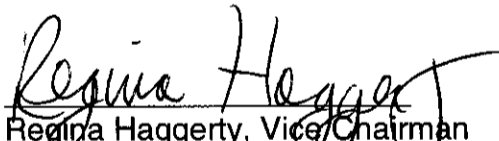
The minutes of the May EB meeting were approved and signed.

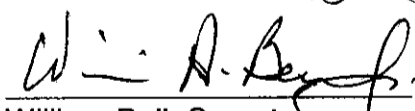
Training for chiefs and assistants for the July 24 Special Election for Sheriff will be held 19 July at the IOW Ruritan Building. Special closing class to be conducted by secretary. The July EB meeting will be cancelled due to the Holiday.

Ms. Holmes and Ms. Haggerty will plan the Officer of Election Appreciation Party for 20 September 2018 at the Smithfield Center.

There being no further business the meeting adjourned at 11:40 PM.


Inetha Holmes, Chairman


Regina Haggerty, Vice Chairman


William Bell, Secretary

**Electoral Board
Isle of Wight County Virginia
25 July 2018**

The Electoral Board of Isle of Wight County held a scheduled meeting 25 July 2018 at the General Registrars Office at IOW Courthouse to canvas the Special Election for Sheriff held 24 July 2018. The Chairman called the meeting to order at 9:00 AM. Present were Inetha Holmes, Chairman, Regina Haggerty, Vice Chairman, and William Bell, Secretary.

The first order of business was to act on the provisional ballots. There were 6 Provisional ballots submitted. 5 for various reason and 1 for no ID. All those not IDs and AB related were given to Ms. Mainwaring, Deputy Registrar, for research.

The canvas of the results then began.

Rushmere had 25 Outside the Polls voters indicating an aging electorate. An EPB date problem randomly checked in several voters on 8/3 rather than 7/24. DE will research with Demtech the vendor.

One voter had inserted her ballot without marking it thinking incorrectly that the DS 200 would let her select the candidate on the info screen. She was one of the 5 provisionals. Staff was assembled, discussion ensued. It had happened during absentee voting once as well as in GE last November. In none of these cases had voter been given a second ballot. Board voted unanimously to not count the provisional. Since there appears to be a training problem, 3 elections after leaving the old touchscreen machines, the board adopted a policy of setting the machines to query for blank ballot. There were no other problems noted in the canvass.

Ms. Mainwaring provided information relative to the remaining 4 provisionals and the board agreed to cast those 4 ballots. The No ID provisional had not responded t so the board recessed the canvass at 11 AM to reconvene on Friday at noon or sooner if applicable.

The chairman opened the EB meeting and the minutes of the June 13th meeting were approved.

The DE provided an update on the OE Appreciation Party. 78 confirmed with deadline of 31 July to respond. Secretary agreed to get with administration to work out details for contracting for party. Vice Chairman suggest we go with Q Daddy and board and DE agreed.

The Secretary then made the following motion at 1135 "move that the Electoral Board close the meeting to discuss and prepare the Annual Performance Review of the

General Registrar as authorized by 2.2-3711(A)(7) of the Code of Virginia. Ms. Haggerty seconded the motion and without public comment the Board unanimously approved the motion.

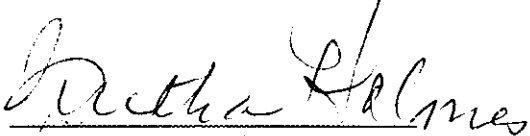
At 12:20 Mr. Bell moved to reconvene in open session and a roll call vote was taken as required by 2-2-3712(D) of the Code of Virginia, unanimously certifying that during the closed meeting (i) only public business matters lawfully exempted from open meeting requirements under this chapter, and (ii) only such public business matters as were identified in the motion by which the closed meeting was concerned were heard, were discussed or were considered. Ms. Haggerty seconded the motion and the board unanimously approved the motion.

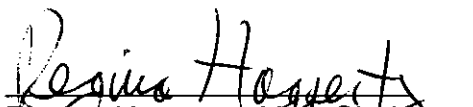
Mr. Bell indicated that the board had completed a draft of the GR PR and that he would prepare a final copy for review by the board. The Board will convene at 10 PM Monday 30 July to sign and review with the GR.

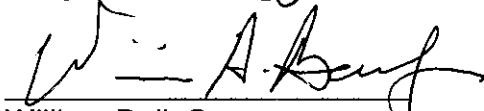
The meeting was recessed at 12:45 and the Board reconvened at 12:50 upon receipt of voter ID fax from Ms. Mainwaring. A provisional precinct was opened, and 5 ballots were cast. Data was provided to DE to prepare abstracts. Abstracts were signed and given to DE for distribution.

James R. Clarke, Jr was declared as receiving the most votes.

There being no further business the meeting adjourned at 1:25 PM.


Inetha Holmes, Chairman


Regina Haggerty, Vice Chairman


William Bell, Secretary

**Electoral Board
Isle of Wight County Virginia
5 September 2018**

The IOW EB met on 5 September 2018 at the office of the Director of Elections at the IOW Courthouse. The Chairman called the meeting to order at 10:05 AM. Present were Inetha Holmes, Chairman, Regina Haggerty, Vice Chairman, William Bell, Secretary, and Lisa Betterton, Director of Election.

The minutes of the 25 July canvas/meeting were read and approved.

The Secretary had no report.

The General Registrar reported that there were 150 folks coming to the Election Officers Appreciation Party on the 20th of September. She gave the following dates for upcoming General Election 6 November:

L&A Testing-18 Sep 9:00am
OE Training 31 Oct - 10:00, 2:00, and 6:00
EPB Training 1 Nov - 10:00 and 2:00
Chiefs/Assistant Chiefs 1 Nov - 6:00

There was no old Business

Under new business the board agreed to pursue getting OEs added to the county wide party held at Christmas and other times.

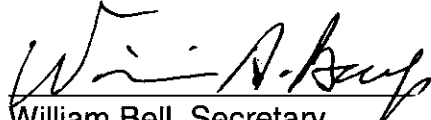
There being no additional business the meeting adjourned at 11:50 AM



Inetha Holmes, Chairman



Regina Haggerty, Vice Chairman



William Bell, Secretary

**Electoral Board
Isle of Wight County Virginia
3 October 2018**

The IOW EB met on 3 October 2018 at the office of the Director of Elections at the IOW Courthouse. The Chairman called the meeting to order at 11:10 AM. Present were Inetha Holmes, Chairman, Regina Haggerty, Vice Chairman, William Bell, Secretary, and Lisa Betterton, Director of Election.

The minutes of the 5 September meeting were read and approved.

The Secretary reported that in light of the recent storms he was increasingly concerned about the vulnerability of our county election system. This was due to our increasing dependence on vendors, automation and infrastructure. He asked that the board make a concerted effort to prepare a Continuity of Operation Plan (COOP) by the end of the year to address these concerns. They board agreed to this request.

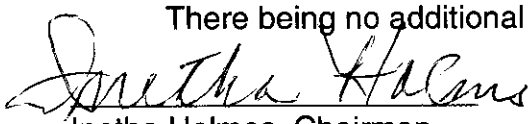
The General Registrar reported on the recent OE Appreciation event. A late percentage of those who responded in the affirmative did not come. Overall the event was measured as a success. It was agreed that next year it would be limited to OE's only. No spouses. Also, only plan for 85% of positives.

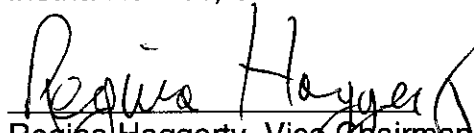
The GR reported that a fraud situation had been detected in absentee request. An individual registered in both Florida and Virginia had requested a ballot be sent to a Florida address. DE had sent letter that said request being denied because of Florida registration. All information has been turned over to Commonwealth's Attorney.

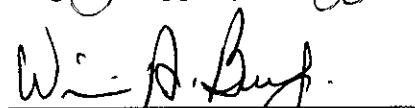
There was no old Business

Under new business the board directed the DE to pursue getting a Knowink or similar tablet program to check in voters for in person absentee voting in the 2019 GE.

There being no additional business the meeting adjourned at 12 Noon.


Inetha Holmes, Chairman


Regina Haggerty, Vice Chairman


William Bell, Secretary

**Electoral Board
Isle of Wight County Virginia
7-9 November 2018**

The Electoral Board of Isle of Wight County held a scheduled meeting 7 November 2018 at the General Registrars Office at IOW Courthouse to canvas the General Election held 6 November 2018. The Chairman called the meeting to order at 9:15 AM. Present were Inetha Holmes, Chairman, Regina Haggerty, Vice Chairman, William Bell, Secretary, Lisa Betterton, Director of Elections (DE), and Lawrence Yoakum, IOW Republican Party observer. Deborah Church, IOW Democratic Party observer joined about 30 minutes later.

The first order of business was to act on the provisional ballots. There were 29 Provisional ballots submitted. Twenty-two for reason 1 or 5 and seven for no ID. All those not ID related were given to Ms. Mainwaring, Deputy Registrar, for research. The initial review of provisional ballots revealed that the 2 ballots at the Rushmere precinct had not been properly sealed in a green envelope and attested to by the voter and precinct chief. Ms. Mainwaring determined that one voter's ballot would have counted (Non-voted AB) and the other was registered nowhere in Virginia nor was there any DMV record. Since there were only two ballots in question the board asked the DE to contact the voter to see if she would come in and ID her ballot and fill out and stuff ballot in green envelope. Voter appreciated call but declined since there was such a wide margin. Board directed DE to provide detailed, one on one training to the Rushmere chief and Assistant chief on proper completion of provisional balloting, this was chief's first time acting as chief.

The canvas of the results then began.

A difference of 1 person was found in total voting reported on election night from Smithfield precinct. A difference of 2 was found in the no vote on Constitutional Question 1. Proper completion of SOR paper work was noted to the DE for the CAP.

Ms. Mainwaring provided some initial information on provisional ballots but did not expect complete results until at least Thursday 8 Nov. The board voted to recess the canvass and reconvene at 10 AM on Thursday.

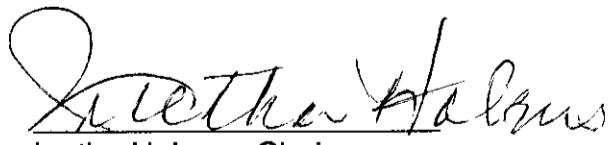
The board reconvened on Thursday at 10 PM with all present. No observers were present. The board reviewed data presented by Ms. Mainwaring and acted on those which could be completed. It asked for further info on three for which full SSNs had been obtained. Since all IDs had not responded it was agreed to recess and reconvene at 1130 on Friday.

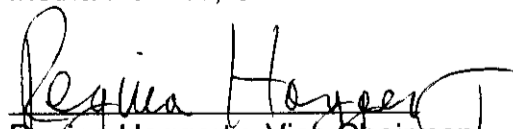
The board reconvened at 1130 AM on Friday. The following action was taken on provisional ballots after 12 noon, the poll book was opened at 1200. Ballots were cast for (3) voters Reason Code 1, (2) voters Reason Code 5, and (3) voters NO ID. The abstract was prepared, signed and given to the DE for distribution.

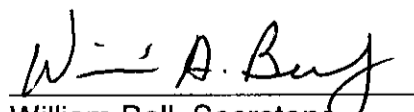
An error was made by the secretary in provisional balloting in the Smithfield precinct. One ballot was cast for an individual who was not registered and therefore not entitled to a vote. This was caused by failure to double check actions with the Deputy Registrar prior to opening the poll book and ballots. Had this been done the error would not have occurred. The secretary and DE will redesign the provisional process to prevent future recurrence for approval by the board at the December meeting.

The board discussed a complaint from Ms. Kishla Lang at the Pons precinct 6 November. A white male poll worker asked her in regard to her son "If this knotty headed little thing wanted a sticker?" The secretary who was aware of the incident shortly after it happened confronted the poll worker who admitted he had done it without any malicious intent. The board agreed that this type of conduct was not appropriate, regardless of the situation, and directed the secretary to send a letter of apology to Ms. Lang. It further added it to the items to be trained for the next election cycle as well as adding additional counseling for the poll worker concerned.

There being no further business the meeting adjourned at 1:45 PM.


Inetha Holmes, Chairman


Regina Haggerty, Vice Chairman


William Bell, Secretary

**Electoral Board
Isle of Wight County Virginia
5 December 2018**

The IOW EB met on 5 December 2018 at the office of the Director of Elections at the IOW Courthouse. The Chairman called the meeting to order at 2 PM. Present were Inetha Holmes, Chairman, Regina Haggerty, Vice Chairman, William Bell, Secretary, and Lisa Betterton, Director of Election.

The minutes of the 3 October 2018 meeting and the 7-9 November 2018 Canvass were read and approved.


The Secretary explained the error that had been made during the Canvass in counting Provisional ballots. He offered a new procedure to prevent recurrence which was adopted as policy by the board as Policy #3. The Board discussed the error made with provisional ballots in Rushmere Precinct. (Ballots (2) not sealed in individual provisional ballot envelopes, only inserted in Envelope 1A.) It was agreed that the chief and her assistant would be targeted for one-on-one training with the DE assisted by EB members as required. The Secretary said he had been approached by a Smithfield council member as to how to go about moving town elections from May to November. The DE said she and the Deputy Registrar had been contacted by the Smithfield Times on the matter. They had discussed the fact that it would not be as simple as the Windsor move as Smithfield citizens vote in 5 different precincts contained in 3 different Districts. This would result in 5 new split precincts added to the 13 already in place. (Smithfield/101 Smithfield (2491); Smithfield/102 Cypress Creek (2735); Hardy/301 Rushmere (448); Hardy/302 Pons (576); and Windsor/403 Longview (119). The Secretary pointed out that if they do move it will reduce the elections by 2 in a four-year cycle as well as the possibility of reducing or eliminating the splits with redistricting in 2021. The Secretary said he had related information to the council member that if they desired to move to November it must be done by 31 Dec 2019 or wait until 2021 since it can't be done in an election year. All that is required is an ordinance with public hearings. VA Code 24.2-222.1 applies.

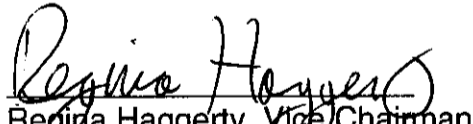
The Director of Elections remarks are contained in the Secretary's para above in reference to Smithfield elections moving to November.

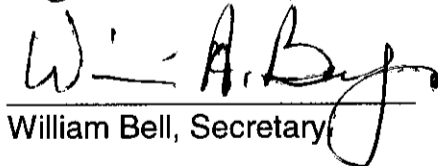
At 3PM the Board, minus the DE, traveled together to the new Windsor Community Center to check it for suitability as the Windsor 402 Precinct. Mr. Stallings, Town Manager, showed the Board the facility. In response to questions, he indicated it would be rent free, that additional parking on the grass was available, and that a break area for lunch, etc. would be provided. The Board agreed that the area met all requirements as a polling place.

Upon return to the office at the courthouse Ms. Haggerty brought up that there were no Democratic Officers of Election (OE) sitting at the Zuni (504) Precinct. All were Republicans except one independent. After some discussion it was decided that Ms. Haggerty would contact the local party chair for assistance in getting Democratic OE's to sit at Zuni.

There being no additional business the meeting adjourned at 3:45PM.


Inetha Holmes, Chairman


Regina Haggerty, Vice Chairman


William Bell, Secretary