

August 14, 2024

CALL TO ORDER:

The Tazewell County Electoral Board met in the General Registrar's office, 2848 Riverside Drive, North Tazewell, Virginia on Wednesday, August 14, 2024. The meeting was called to order by Vice Chair, Richard Street at 1:30pm. Present for the meeting was Director of Elections, Brian Earls, Chair, Irma Mitchell and Secretary, Sherman Cain.

No members of the public were present to observe the meeting. An agenda of business items was presented to the board at the commencement of the meeting.

APPROVAL OF MINUTES:

A motion to approve the minutes from prior board meetings was made and seconded. The motion unanimously carried.

UNFINISHED BUSINESS:

No unfinished business items were discussed at this meeting.

NEW BUSINESS:

ELECTION OFFICIAL APPLICATIONS: Twenty new applications have been received since the Board last met. Following discussions and review of the applications a motion was made to approve the list. The motion unanimously carried.

Approved were: Jerry Wood, Matthew Brandt, Karen Hale, Kimber Moore, Annette Gilbert, Lisa Hill, John Viskup, Patricia M. Altizer, Amy Greer, Zachary Hash, Larry Turley, Anna Damron, Kimberly Smothers, Tina Garmon, Sara Harless, Hazel Sanders, Cynthia Hunt, Annette Wade, Benjamin Mitchell and Chris Wearmouth.

NOVEMBER ELECTIONS: The Board and Director agreed to the dates and times for the remaining election season as follows:

CANVASSING: Commencing at 1:30pm November 6, 2024

POST ELECTION PROCESSING: Commencing at 1:30pm November 8, 2024

FINAL CANVASSING: Veterans Day is on Monday, November 11, therefore the completion of the Canvass of votes will be Tuesday, November 12, 2024 commencing at 9:30am.

PRE-PROCESSING: The Board and Director Earls agreed to the option of pre-processing vote by mail ballots. The session will begin October 16, 2024 at 9:30am.

MANDATORY PRE-PROCESSING: The first of two sessions will commence at 9:30am October 29 with the second on November 1, 2024, also at 9:30am.

RISK LIMITING AUDIT: The statewide auditing session will be on November 21 and November 22, 2024. The starting times have not been established.

EXTENDED OFFICE HOURS: Director Earls advised the Board the office will be staffed for extended times commencing October 21, 2024 through November 1, 2024. During this period the office will be open 8am to 6pm daily and 8am to 5pm on Saturday.

L&A TESTING: Director Earls advised the Board the date for the testing of voting equipment has not yet been determined.

BLUEFIELD SPECIAL ELECTION: Director Earls updated the Board on the status of candidate filings for the Special election in the Town of Bluefield.

EMERGENCY PREPAREDNESS MEETING: In preparation for the November election Director Earls is scheduling a meeting with representatives from various state, local and federal agencies. As of this Electoral Board meeting a date has not been finalized.

ANNUAL VOTING MACHINE MAINTENANCE: Director Earls advised the Board Print Elect performed the necessary exam of the equipment on July 24, 2024. No repair issues were found.

ANNUAL ADA COMPLIANCE: The Board heard from Director Earls and reviewed the required confirmation. Following the review and discussions a motion was made to approve the certification, properly seconded and unanimously carried.

BUDGET FY 2024/2025: The Board heard from Director Earls, reviewed and discussed the budget line items for the upcoming year.

OTHER BUSINESS: No other items were addressed by the Board.

PUBLIC COMMENT: No citizens appeared before the Board to speak.

OTHER BUSINESS:

NEXT MEETING DATE: Barring any urgent circumstances that may arise, the Board tentatively agreed to meet September 13, 2024 at 1PM.

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ADJOURNMENT: There being no further business a motion to adjourn was seconded and unanimously carried. The meeting concluded at 2:55pm.

Respectfully submitted:

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Chairman

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Vice-Chairman

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Secretary