

Minutes of the May 1, 2020 Waynesboro Electoral Board Meeting

Waynesboro Electoral Board Meeting of Wednesday May 1, 2020 was called to order at 10:08 AM.

In attendance were Elizabeth Bouldin-Clopton, Chair; Frank Lucente, Vice Chair; Robert Horowitz, Secretary and intermittently Lisa Jeffers, Director of Elections.

The City using GIS determined that the choice the Board had made at its last meeting of Westwood Hills Elementary School, did not meet the Virginia code requirement of 1 mile from the borders of each Ward. The City Manager and City Attorney recommended either the Waynesboro high School or the Kate Collins Middle School. Due to the parking requirements they felt the KCMS would be best.

After a discussion, the EB revised its recommendation for a one site in place election on May 19, 2020 to utilize the KCMS. The Board also discussed the “separate and defined space “ Virginia Code requirement that each Ward would require. There would have to be enough space to accommodate each Ward as a separate unit. To keep all the Wards separate two locations at the central locations/room may be required. A visit to the KCMS was scheduled for 11:00 AM today, May 1st.

Frank Lucente moved, and Robert Horowitz seconded the Motion that the KCMS be used as the one location for the May 19, 2020 in place voting location and that each Ward would have a separate and defined space for the voters from that ward to vote. The vote was unanimous.

There will be enough Officers of Election (OE) to staff each Ward. 7 to 8 of Waynesboro Election Officials, 4 college students home due to the pandemic and 1 new OE volunteer would be joined by 10 Officers of Election most from Albemarle County who, because they don't have a May election, have offered to work in Waynesboro. In addition there would be a need for additional staff at least 2 inside and 2 outside to guide voters and sanitize the voting area as per CDC and ELECT guidelines that have be forthcoming.

The Officers of Election will all be trained on Thursday, May 14, 2020 at 9:30 AM at the KCMS. Special attention will be given to the Pollbook training since new and visiting OE have not used our KnowInk System. Additional instruction will be given to OE and , especially Chiefs and Assistant Chiefs on handling Provisionals in case many of those who requested absentee ballots have not sent them in by the deadline.

As of the meeting the Commonwealth and ELECT have continued to indicate that PPE and other supplies would be sent out. None have arrived for Waynesboro, as yet.

Mr. Lucente had a private matter to attend to and had to leave the meeting at 10:45a

The EB meeting was adjourned so the Board could visit the KCMS at 11 AM. Ms. Bouldin-Clopton, Mr. Horowitz and Ms. Jeffers went to meet Dr. Cassell, Superintendent of the Waynesboro School District, Mr. Josh. Herndon, Principal of the KCMS and Me. Hamp, City Manager at the Kate Collins Middle Schools.

After walking through the Kate Collins Middle School facility and considering different options, the consensus was that the three Wards, A, B and C would easily fit in the School Cafeteria with “separate and defined spaces” for each Ward. Ward D would be in an adjacent wide hallway. All had adequate electric outlets, easy egress digress, and close by washrooms for the election officials to wash their hands frequently.

Ms. Bouldin-Clopton and Mr. Horowitz returned to the EB offices and the EB meeting was reconvened.

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The letter to all registered voters, as required by Virginia Code, informing them of the move of their Wards to the KCMS for the May 19, 2020 was composed. Special emphasis was placed on absentee voting and listing the variety of ways, online, as well as, faxing, calling, or emailing the Registrar an absentee voting application could be obtained. Mr. Lucente had earlier said he would go along with whatever language we would use, as long as (if a letter format was chosen by the City) an absentee ballot was included. Mr. Lucente had earlier said he would go along with whatever language we would use, as long as (if a letter format was chosen by the City) an absentee ballot was included. When the letter was sent it would be accompanied by an attachment of the Absentee Ballot Application. Mr. Horowitz moved and Ms. Bouldin-Clopton seconded approval of the letter. All OK'd. Mr. Horowitz would send the temporary Ward change and Absentee Voting Application as attachments to the City manager, as agreed.

The meeting was adjourned at 1:15 PM.

Elizabeth Bouldin-Clopton, Chair _____ Date _____

Frank Lucente, Vice _____ Date _____

Robert Horowitz, Secretary _____ Date _____

Addendum:

Suggested copy for Ward Move letter to all Waynesboro Registered voters:

Dear Waynesboro, Registered Voter,

The Waynesboro Local Election for City Council and School Board will be held on Tuesday, May 19, 2020. All Wards will be temporarily moved to the Kate Collins Middle School due to the Coronavirus Covid-19 emergency, as per Virginia Code 24.2-310 Section D.

The Electoral Board and the Registrar/Director of Elections strongly recommend that voters Vote Absentee. The deadline for requesting an absentee ballot is 5 PM on Tuesday, May 12, 2020. If you have already applied to vote absentee or have already sent in your ballots for the May 5th date you should not request an absentee ballot. Your previous request will be honored, and your ballots will be counted in the May 19, 2020 Election. Only if you have not yet requested an application for ballots for the May election, please use the enclosed absentee application. For a faster response go online at www.elections.virginia.gov to apply absentee. You may also email the Registrar at jefferslp@ci.waynesboro.va.us, or fax the Registrar at 540-942-6501, or call the Registrar's Office at 540- 942-6620 for an application. Once your application has been approved a ballot will be sent. Ballots for the May 19th election must be received by the Registrar at 7 PM on May 19, 2020.

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Again, all Wards, regardless of where you voted in the past, will vote in person at the Kate Collins Middle School On Tuesday, May 19, 2020. Please use the Cafeteria Entrance to access all Wards.

The CDC recommends that if you have a mask you wear it for in person voting.

Thank you for voting,

The Waynesboro Electoral Board