

**ELECTORAL BOARD OF MIDDLESEX COUNTY
MINUTES OF SCHEDULED MEETING
105 BOWDEN ST
SALUDA, VIRGINIA 23149-0358**

Date: March 4, 2021

Time: 10:00 AM

Call to Order

Chairman Cockrell called the meeting to order.

Roll Call

Those present included:
Barbara Cockrell, Chairman
John Scott, Vice Chairman
Melford Placilla, Secretary
Melissa Welch, Director of Elections & General Registrar
Hope Burke, Assistant Registrar
Hallie Holmes, Democratic Party Chair
Lynda Muller, Republican Party Chair

Agenda

Chairman Cockrell stated all Electoral Board members, staff, party chairs and public are attending via electronic communications.

Roll Call

Chairman Cockrell "Aye"
Vice Chairman Scott "Aye"
Secretary Placilla "Aye"

Approval of Minutes

Minutes were approved as written from the February 4, 2021 and February 24, 2021 meetings.

Roll Call

Chairman Cockrell "Aye"
Vice Chairman Scott "Aye"
Secretary Placilla "Aye"

Registrar's Report

Registrar Welch reported, Electronic Pollbook funding passed in the Board of Supervisors meeting. The order for the new EPBs was placed on February 3, 2021. Registrar Welch reported on candidate packets; two have been picked up for the Hartfield and Saluda BOS seats as well as 1 packet picked up for the School Board seat in the Hartfield District. Registrar Welch stated the Clerk of Courts will be retiring, therefore there will be a Special Election on November 2, 2021. Registrar Welch reported the state of Virginia has passed the Risk-Limiting Audit. The RLA results have been posted on the Elections website. Registrar Welch stated during the "ZOOM" budget work-session of the BOS, County Admin. Matt Walker did not indicate that there would be any decrease in the EB budget request. Republican Party Chair, Lynda Muller also attended the BOS budget work-session speaking publicly in support of the increase to the elections budget. Also, party member Trudith Feigum, sent an email to the BOS supporting the budget request of the EB. Registrar Welch reported a night budget work-session will be held on February 8, 2021 and on February 16, 2021 the BOS will be holding a compensation work-session with department heads to better understand their requests for increase of salaries. Registrar Welch noted the Security Plan needs to have signatures from all EB members. Registrar Welch reported on Legislative updates: the June 8, 2021 primary will still require a ballot curing process, drop-off location, and return postage. Also, if there is new legislation, beginning July 1, 2020 a permanent drop-off location may be required. Registrar Welch stated all OOE letters have been mailed, 55 have accepted, 7 did not accept. A total of 127 OOE letters were mailed out, once all responses have been returned, lists will be compiled and sent out to the respective parties for review. The MSS checklist was completed March 1, 2021. EB members will need to review the checklist and sign off when done. Registrar Welch and IT Director, Kevin Gentry, Mathews, Essex Gloucester, and King and Queen Counties attended a meeting via "ZOOM" to come up with a plan to choose a vendor to help with election security written policies, which is where the most common deficiencies are. Secretary Placilla mentioned the legislation for increasing the salary of the General Registrar to that of the rate of pay for Constitutional Officers (Commissioner of Revenue and Treasurer). Registrar Welch stated the General Registrar Association has worked of this legislation for years and are hopeful that the governor signs it.

New Business

The purpose of the meeting was to organize the Middlesex County Electoral Board for 2021. Vice Chairman Scott motioned Secretary Placilla remain as Secretary of the Electoral Board. Chairman Cockrell seconded. All were in favor and the motion was carried. Secretary Placilla motioned Chairman Cockrell remain as Chairman of the Electoral Board. Vice Chairman Scott seconded. All were in favor and the motion was carried. Chairman Cockrell motioned Vice Chairman Scott remain as Vice Chairman of the Electoral Board. Secretary Placilla seconded. All were in favor, and the motion was carried.

Roll Call

Chairman Cockrell "Aye"
Vice Chairman Scott "Aye"
Secretary Placilla "Aye"

Old Business

The EB will be reached out to two churches in Urbanna as possible new Urbanna Precinct locations. The Urbanna Baptist Church has not responded at this time. The Urbanna Methodist Church responded and the EB along with Registrar Welch have been able to visit the location on February 25, 2021. Registrar Welch revisited the location to review the ADA Checklist. Registrar Welch noted the changes which will need to be complied with and stated those changes could be easily made. Vice Chairman Scott motioned this location is the best for us to change the Urbanna Polling Precinct to the Urbanna Methodist Church because of the parking, accessibility and the eagerness of the personnel to help. Secretary Placilla seconded the motion. All were in favor, and the motion was carried.

Roll Call

Chairman Cockrell "Aye"
Vice Chairman Scott "Aye"
Secretary Placilla "Aye"

Registrar Welch will speak with Assistant County Admin. Betty Munch to have the EB added to the April 2021 BOS Meeting Agenda. Registrar Welch will work with County Attorney Heather on the Ordinance of Relocation the precinct. The EB will survey the facility again along with the Chief and Asst. Chief for their views on making the facility ADA compliant. Secretary Placilla will compose a letter to the church thanking them for allowing the use of their facility, including the cleaning fee and election calendar for the 2021 year. The EB will place a thank you article in the Southside Sentinel to the Urbanna Firehouse for the use of their facility. Secretary Placilla will draft a thank you letter for the Urbanna Firehouse and send to Registrar Welch to distribute to the EB for approval before printing.

Adjournment

Vice Chairman Scott motioned to adjourn the meeting. Secretary Placilla seconded the motion All were in favor and the motion was carried.

Roll Call

Chairman Cockrell "Aye"
Vice Chairman Scott "Aye"
Secretary Placilla "Aye"

There being no further business, Chairman Cockrell declared the meeting adjourned at 10:59 AM.

Next Meeting

The next meeting will be held on March 30, 2021 at 10:00 A.M. via "ZOOM".

Signatures

Barbara Cockrell, Chairman _____

John C. Scott, Vice Chairman _____

Melford Placilla, Secretary _____