



The **January 30, 2023** meeting of the Rockingham County Electoral Board was called to order at 10:07 a.m. in the Registrar's Office Annex, 20 East Gay Street, Harrisonburg, by Board Chair Sandra Parks. Electoral Board members attending the meeting: Sandra Parks, Chair; and Susan Threewitts, Secretary. Rebecca Ruckman, Vice Chair, was absent. Staff members in attendance: Lisa B. Gooden, Director of Elections; Nick Ocampo, Deputy Director. Also in attendance: Terri Perry, Director of Technology; Michael Bowen, Deputy Director of Technology; and Dusty Moyer, Senior Systems Analyst.

Minutes: A motion was made by Susan Threewitts, seconded by Sandra Parks, and unanimously carried, to approve the minutes of the January 11, 2023 organizational meeting as presented.

Closed Session to Discuss Election Security Plan: A motion was made by Susan Threewitts, seconded by Sandra Parks, and unanimously carried, to enter Closed Session at 10:12 a.m. according to Virginia Code Section 24.2-625.1(B) as follows:

(B) "The State Board of Elections or a local electoral board may hold a closed meeting pursuant to the provisions of the Virginia Freedom of Information Act for the purpose of discussing protocols for maintaining the security of ballots or voting and counting equipment, or risk assessments of specific local electoral procedures, where discussion of such matters in open meeting would compromise the security of any election."

Motion to Return to Regular Session at 11:20 a.m. was made by Susan Threewitts, seconded by Sandra Parks, and unanimously carried:

Roll Call Vote to certify that the only matters discussed during the closed session just concluded were those both lawfully exempted from the open meeting requirements and identified in the motion by which the closed session was convened.

AYES -- 2

NAYS – 0

Absent – 1 (Ruckman)

Parks: Aye

Ruckman: Absent

Threwitts: Aye

Writ of Election (Town of Dayton – Member of Council): Lisa Gooden mentioned to the Board that with the recent resignation of Heidi Hoover, a Writ of Election has been issued by the Circuit Court to hold a special election on November 7 to fill this vacancy, as noted below and on the following page.

VIRGINIA: IN THE CIRCUIT COURT OF THE COUNTY OF ROCKINGHAM

**IN RE: PETITION OF THE TOWN OF
DAYTON, VIRGINIA, FOR A
WRIT OF ELECTION**

CIVIL ACTION NO.: CM23-22

WRIT OF ELECTION

The Town of Dayton, Virginia (the "Town"), a municipal corporation located in Rockingham County, Virginia, has filed a Petition requesting that the Court issue a Writ of Election to fill a vacancy on the Town Council pursuant to Virginia Code § 24.2-226(A).

Upon consideration of the Petition, the Court finds that a Council seat for the Town of Dayton became vacant on November 26, 2022, upon the resignation of Councilwoman Heidi Hoover and that the regular term of the office for the seat will expire on December 31, 2024.

NOW, THEREFORE, pursuant to the provisions of Virginia Code § 24.2-226(A), the Court, upon consideration of the Petition and the representations of the Petitioner, does hereby issue a Writ of Election directing the Secretary of the Electoral Board of the County of Rockingham, Virginia, and all other appropriate officials, as necessary, to proceed to cause public notice to be given and do all things necessary and proper for the special election of a Council member to represent the Town of Dayton to be held on November 7, 2023, such elected member to hold the office of Council member representing the Town of Dayton upon qualification and for the remaining portion of the regular term for which the vacancy is being filled, namely until December 31, 2024, subject to all other requirements of law.

The Clerk is **ORDERED** to post this Writ of Election at the Courthouse and forward an attested copy to the Secretary of the Electoral Board of the County of Rockingham, Virginia, the

Secretary of the State Board of Elections, the Clerk of the Town, and Counsel for the Town. It is further **ORDERED** that this matter be dismissed from the Court's docket.

1/23/23 ENTERED this 23rd day of January, 2022.

M. D. Allen
Judge

WE ASK FOR THIS:

LITTEN & SIPE, L.L.P.

By: Jordan K. Bowman

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Counsel for Petitioner

New Voting Equipment: Members briefly discussed the purchase of new voting equipment as requested in the FY 23-24 budget, and a phone call was made to Matt Erney of Election Services Online. He was informed that action on the budget would not be known until late April or early May. Members said that it may be wise to adjust the number of new Freedom Vote Tablets (FVTs) from 35 to 32. This would, of course, reduce the cost. During the conversation, Matt

explained that he planned to ‘hold’ the number of machines for us until budget figures are approved by the Board of Supervisors.

Lisa Gooden mentioned that budget discussions with County Administrator King and Finance Director Davidson had been held.

Appointment of Election Officers: In keeping with the three-year term of appointment/reappointment of election officers, a meeting will need to be scheduled for early February to formally take this action. After brief discussion, members agreed to meet on Tuesday, February 7, beginning at 9:30 a.m.

Adjourn: A motion was made by Susan Threewitts, seconded by Sandra Parks, and unanimously carried, to adjourn the meeting at 11:34 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Susan C. Threewitts". The signature is written in a cursive style with a large initial 'S'.

Susan C. Threewitts, Secretary