

Registrar

Lisa B. Gooden



**County of Rockingham
20 E Gay St.
Harrisonburg, VA 22802**

Electoral Board Members

Linda Shuler, Chair
Lois Philon, Vice Chair
Susan Threewitts, Secretary

The **September 19, 2016** meeting of the Rockingham County Electoral Board was called to order by Linda Shuler, Chair. Electoral Board members attending the meeting were: Linda Shuler, Trish Philon, and Susan Threewitts. Also attending was Lisa B. Gooden, Voter Registrar/Director of Elections.

A motion was made by Trish Philon, seconded by Susan Threewitts, and unanimously carried, to accept the minutes as presented for April 20, June 17 and June 22, 2016.

VOTER REGISTRAR'S REPORT:

101-Broadway Voting Precinct: The formal report from Gayl Brunk of Valley Associates for Independent Living (VAIL) was presented to the Board regarding the possible relocation of the 101-Broadway voting precinct:

Dear Lisa: Thank you for the follow up email. It was a privilege to travel to the potential sites for voting. Let me provide the following information based on what we saw the day we went a reviewed the sites.

The Rescue Squad building in Broadway:

The entrance is located on a slope that is not conducive for wheelchair users, the walkway is long to get to the entrance and has several transitions as well as the entrance into the room would need to be beveled. There is no landing at the entrance to the room where voting would occur and the steps are close by making navigation both difficult and a potential safety issue. Once in the room, it is accessible with a few minor changes to the layout we saw when we were there. The chairs would need to be removed from the restrooms and pipes under the sink would need to be covered.

The Community Center in Broadway: The entrance would need to be beveled and the sidewalk has some repairs that are needed. The bathrooms are not accessible due to the location of a counter in the

Women's restroom and the configuration of the men's would need some work to be in compliance with ADA.

The Broadway Fire Department (current 101-Broadway voting precinct):

The parking lot would benefit from new paving to eliminate trip/navigation hazards. Some additional stripping for the accessible parking spot and access aisle would increase the accessibility and ensure compliance with the ADA. The entrance is accessible and is the same entrance for all voters.

It is my opinion that the best option is to remain at the Fire House with minimal improvements and is centrally located in the town.

Thank you for the opportunity to review and if you have further questions, please do not hesitate to contact me.

*Sincerely,
Gayl Brunk, Executive Director
Valley Associates for Independent Living (VAIL)*

A motion by Trish Philon, seconded by Susan Threewitts, and unanimously carried, to accept the recommendation of Mrs. Gayl Brunk concerning the 101-Broadway voting precinct, which will remain at the current location, Broadway Fire Department, 117 North Central Street.

Voter Registrations: Lisa noted that voter registrations are steadily increasing. The deadline for registering to vote is October 17.

Community Outreach: Lisa has visited Sunnyside Retirement Community for a presentation and voter registration and absentee voting applications and three of the four high schools (Turner Ashby, Spotswood and Broadway) for her annual presentation and mock election. East Rockingham is scheduled the September 26-27. A group from Valley Home Educators will be offered a similar program in the Board of Supervisors' Room on October 4.

New Election Officer Training: Lisa noted that she and Deputy Voter Registrar, Jennifer Frederick, offered a very thorough training for the newly hired Election Officers on September 12, with 30 people in attendance.

Election Officer Training and Equipment Pickup for November 8 General/Special Elections: Election Officer training for the upcoming election will be held on October 17 & 18, beginning at 6:30 p.m., in the Board of Supervisors' Room and Community Room (Community Development Department). There will also be a demonstration for attendees regarding the voting equipment by Matt Erney of Election Services Online, which was part of the original purchase agreement.

Equipment pick up for the upcoming election will be held November 7 in the Fire & Rescue Training Room from 12 p.m. to 4 p.m.

Closed Session: Upon a motion by Trish Philon, seconded by Susan Threewitts, and unanimously carried, the Electoral Board moved to convene in closed session at 9:32 a.m. to consider a personnel matter, specifically regarding the appointment/assignment of Election Officers, as permitted by VA Code Section 2.2-3711(A)(1).

A motion was made to have the Electoral Board reconvene to public session at 10:04 a.m. and that the only matter 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, according to VA Code Section 2.2-3712(D). The motion was made by Trish Philon, seconded by Susan Threewitts and unanimously carried, based on a roll call vote: Linda Shuler-AYE; Trish Philon-AYE; and Susan Threewitts-AYE.

The Board agreed to reassign a few Election Officers in some of the voting precincts.

New/Unfinished Business: The Electoral Board will meet at 7:45 a.m. on Tuesday, November 8, with the goal of leaving the Registrar's Office by 8 a.m. to visit polling locations on Election Day.

June 13, 2017 Primary: Training for the June 13, 2017 Primary was set for May 16, with May 22 or May 23 serving as alternate dates, based on the availability of meeting space.

Adjournment: Meeting adjourned at 10:20 a.m., and the Board participated in the Logic & Accuracy (L & A) testing of voting equipment for the November 8 General/Special Elections.

Respectfully submitted,

Susan Threewitts, Secretary