

City of Harrisonburg Electoral Board
Minutes from Tuesday, April 23, 2024

9:00 a.m.

1. Call to Order: 9:06 a.m.
2. Welcome and Introduction: Mr. Rick Nagel, Chair of Republican Committee. We were joined a few minutes later by Dr. Kara Dillard, with Madison Center for Civic Engagement and Assistant Professor in the School of Communications. Dr. Dillard was excited about student involvement, civic engagement, and also giving the General Registrar, Mark Finks, the opportunity to speak to students about holding a free, fair, safe and legal election.
3. Agenda: All voted in favor of approval
4. Minutes: All voted in favor to approve Electoral Board Minutes of April 2, 2024
5. Report from Director of Elections: Detailed Report Attached
 1. June Primary: Five candidates have qualified for the City Council Democratic Primary. Five candidates have qualified for the U.S. Senate Republican Primary: Ballots have been approved by the State. Sample Ballots were included in our packets. General Registrar has placed the ballot order with PrintElect. The same amount requested as for the March primary for all precincts except 105 JMU as students will be out of town for the June Primary. Absentee ballots expected to be received before the end of the week.
 2. 2024 LESS: The LESS document has been uploaded to ELECT.
 3. Security Policies: No more edits were suggested to this document and all members voted to adopt and sign the same.
 4. Demtech: CIVIX will be pulling support from Demtech products on November 30th, 2024. Programming files have been edited for the June Election. A ticket system with CIVIX has been set up for any updates to the system. Mark feels certain that we can run the June Primary without complications because of this withdrawal. Mark can do programming and will take an online class this coming Thursday.
 5. Street File Audit: The street file audit letters have been mailed to affected voters.
 6. NCOA Mailing: NCOA mailings for 2024 will go out on June 7, 2024.
 7. Presidential Primary Reimbursement: A request was sent in a few weeks ago. Hopeful to get at least 75% of requested amount.
 8. Recommended date for next meeting: Monday, May 13th at 9 am.
 9. Other Items: Check under New Business
Important Dates: 04/29/24 – Early Voting Training 4:00 pm; 05/01/24 – Logic and Accuracy Testing for EV at 3:00 pm; 05/03/24 – Start of Early voting for June Primary; 05/28/24 – Last day of voter registration for June Primary;

06/07/24 – Last day to request a ballot by mail for June Primary; 06/10/24 Logic and Accuracy Testing for ED at 1:00 pm; 06/11/24 – CAP Ballot Processing; 06/15/24 Final day of Early Voting for June primary/ CAP Ballot Processing; 06/16/24 – Setup pollbooks and ballots; 06/17/24 – Electoral Board set up precincts; 06/18/24 – Election Day; 06/19/24 – Start of Canvass; 06/20/24 – 6/22/24 – Finish Canvass for June primary; 6/24/24 – Take boxes to Clerk of Court.

6. All members of the Electoral Board approved the five (5) names for 2024 Officer of Election presented to them at the April 2, 2024 meeting. A sixth person will be voted on at the May 13, 2024 EB Meeting.

6a. Motion made by Bill Call, Chair for Closed Session to discuss Election Security practices pursuant to Section 24.2-410.2 Of the Code of Virginia Closed Session @ 9:58 am

All voted in favor: Call – Yes, Grant-Burner - Yes, Sanders – Yes

We were joined by City Manager, Ande Banks, and by IT Specialist, Mr. Bud Ritchie and reviewed every item highlighted in blue. The Remediation Plan, Required Resources, and Planned Completion Dates were presented and discussed. General Registrar is working closely with IT and Staff on this Internal Cyber Plan.

6b. Motion made by Bill Call, Chair to return to public session @ 10:27 am

Statement: To the best knowledge of each member of the Board (i) only public business matters lawfully exempted from the open meeting requirements of Chapter 37 (Virginia Freedom of Information Act) of Title 2.2 Of the Code of Virginia and (ii) only such business matters as were identified in the motion by which today's executive session was convened were heard, discussed or considered in the closed session.

All voted in favor: Call – Yes, Grant-Burner - Yes, Sanders – Yes

7. New Business – The Chamber of Commerce Renewal fee for the EB was discussed and all members voted to renew. They all feel that having members of the EB out in the public in order to answer questions, etc is a good thing.
8. Unfinished Business-No Unfinished business.
9. Adjournment – All voted in favor of adjournment at 11:02 am

Next meeting date will be Monday, May 13, 2024 at 9:00 am.

Respectfully Submitted by Ramona N. Sanders, Secretary of City of Harrisonburg Electoral Board, Thursday, April 25, 2024