

**Harrisonburg City Electoral Board  
Minutes  
Monday – December 5, 2022  
9:00 a.m.  
~~~~~**

**Call to Order**

Meeting was called to order by Electoral Board Chair, Wiens at 9:10 a.m.  
Meeting was held at City Hall in Council Chambers.

**In Attendance**

**Electoral Board Members; Dave Wiens, Chair,  
Jane Grant Burner, Secretary, (V. Chair Price- Stroble absent):  
Mark Finks, Director of Elections.**

**Visitors Present:**

**Pat Haden, Harrisonburg City Republican Party Chair & Dr. Bill Call.**

**Wiens made a motion to approve the agenda, and all board members voted in favor of the agenda.**

**Wiens made a motion to approve the October 24<sup>th</sup> Minutes.**

**Director of Elections Report**

**Refer to Report Attached ...**

- **All documents have been submitted to Department of Elections with a 40% turnout of voters.**
- **Voter credits in VERIS not appearing, but our voter credits are correct for the city. Democracy Technology is the current system being used.  
Two ballots were accepted for one voter due to reason (1) and not (6) used on a green provisional envelope.**
- **After a voter left the Keister Voting Precinct an error was found. The voter should have voted at the Thomas Harrison Precinct. Two provisional ballots were created from the voter (problem being a misspelled name).  
Possibly another identifying process could be used to keep this error from occurring in the future.**
- **Harrisonburg City has not been selected for a ‘Statewide Risk Limiting Audit Recount’ to take place on December 8<sup>th</sup>.**

**Public Comment Period**

**Closed Session**

Wiens made a motion that the Board enter into executive session at 9:48 a.m. and motion was seconded by Grant Burner and all members voted yes for the purpose of (i) reviewing and updating personnel as provided by Section 2.2-3711.

**Return to Public Session at 10:09 a.m.**

**Certify Closed Session actions with Roll Call Vote:**

**Grant Burner made motion and motion was seconded by Wiens; all members voted yes by roll call; Wiens, and Grant Burner.**

**RESOLVED, that to the best knowledge of each member of this 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 public business matters as were identified in the motion by which today's executive session was convened were heard, discussed or considered in the executive session.—.**

**Final Business**

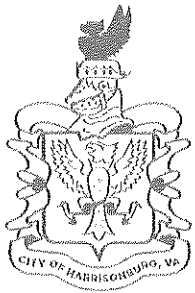
**- Next Business Meeting (Electoral Board Reorganizational Meeting) is scheduled for January 9th at 9:00 a.m. at City Hall.**

**Adjournment**

**Wiens made a motion to adjourn the Electoral Board Meeting at 10:14 a.m. All voted in favor.**

**Respectively submitted,  
Jane Grant Burner, Secretary**





CITY OF HARRISONBURG  
**VOTER**  
**REGISTRAR**

HARRISONBURG CITY HALL  
409 SOUTH MAIN STREET, HARRISONBURG, VA 22801  
OFFICE (540) 432-7707 • FAX (540) 432-7784

To: Electoral Board  
Re: General Registrar Report  
Date: 12/2/22

1. General Election: We have submitted all our documents to ELECT for the November 8<sup>th</sup> election and they have been accepted. We had a turnout rate of 40% with 10,423 total voters. Of the total votes cast in the 2022 Election 38% of them were cast absentee. There is still an outstanding issue with some of our voter credit not appearing in VERIS. I'm in discussions with ELECT staff to address this issue. Voter credit for around 120 voters is not showing up in VERIS, hopefully with the help of ELECT this issue can be addressed.

In scanning the Same Day Voter Registration's, we did find an error that was not caught before the conclusion of the provisional ballot hearing. Apparently, we accepted two ballots from one voter that voted provisionally on Election Day. The voter was instructed to do this by a Chief and General Registrar for reasons I will explain below. I am not making a recommendation of taking any action as it was an internal mistake, and not malaise on the voter's part.

This voter attempted to vote provisionally at Waterman early on Election Day, using the SDR process, but the chief marked reason 1 (not in pollbook). After the voter had left, the chief noticed by the address on the applications that they were at the incorrect precinct and that they should have voted SDR at Thomas Harrison. After calling the office to confirm, the chief then contacted the voter by phone and alerted them to this issue and told them they would need to vote SDR at THMS. The voter went to THMS and voted SDR.

While the office was processing the provisional ballots the day after the election this person's names got entered slightly different at the two precincts on our spreadsheet and when I conducted a brief scan it looked like two different individuals. The precincts were not processed in order, and the THMS ballot was put in and approved first. The ballot at Keister was processed for a reason 1 (not in pollbook) and was recommended for approval when it should have been recommended for Denial because a. she was at the wrong precinct, and b. she had already submitted an accepted provisional ballot.

We will need to update our workbook to include more identifying information for office staff so that we can avoid this type of issue happening in the future.

2. Risk Limiting Audit // Recount: We were not selected in the drawing to conduct a Risk Limiting Audit, and the deadline to request a recount will be December 8<sup>th</sup>. I will retrieve the USBs and machine keys from the Clerk of Court after December 15<sup>th</sup>.