Electoral Board
Isle of Wight County Virginia
04 May 2022

The Electoral Board of Isle of Wight County held its regularly scheduled meeting on Wednesday, 04 May 2022 at the General Registrar's Office at IOW Courthouse. The Vice Chairman called the meeting to order at 2:03 PM. Members present were Caleb Kitchen (Vice Chairman), Geoffrey McFather (Secretary), and Lisa Betterton (Director of Elections (DE)/General Registrar (GR)). Inetha Holmes (Chairman) was not present. Guest in attendance was citizen and Poll Worker, Laura Fletcher.

The minutes of the 13 April 2022 Electoral Board Meeting were read. A motion to accept the minutes as written was made, seconded and unanimously approved. Once signed by the Electoral Board Members, the minutes were delivered to the DE for filing.

Secretary's Report.

1. The Secretary reported that he was postponing an internal overview of the ADA Checklist to the May 2022 Electoral Board (EB) Meeting. The Secretary suggested that it appears completely reasonable for the EB to complete a review of the ADA Checklist for each of our Precinct venues prior to the November General Election.

General Registrar's Report.

1. GR reported she has received her .zip file back from Elect containing all IOW Voters (active and inactive) and has been able to get our IOW file up to Fairfax to enable us to get in on the discounted cost for Voter Precinct Card Mailings to all IOW Registered Voters. By participating with other counties, our costs were lowered from approximately $15K to $9K for this 2022 Voter Precinct Card mailing.
2. Temporary/Emergency Polling Location submission to VERIS, the GR has already submitted a ticket for tracking purposes. The change of location was posted on the IOW website and via a publication in The Smithfield Times. Lastly, the GR has created a letter to each voter in the affected precinct to be mailed out on official letterhead. Also, the GR has forwarded emails to each of the four (4) Candidate Staffs for the June 21st Primary. Approximately 1600 voters are impacted by the switch from Calvary Baptist Church to the former precinct location at the Ruritan Building (for the June 21st Primary Only).
3. The GR is crafting the Polling Place Routes that each of the EB Members will need to visit. GR speculates Inetha Holmes will want to retain the same route she has visited the previous two years (i.e., Pagan River/Cypress Creek/Bartlett/Nike Park/Cedar Grove/New Town). Caleb Kitchen and Geoff McFather indicated a willingness to attend any assigned precinct.
4. GR requested the assistance of the EB Members to document our Precinct Visitation routes and mileage.

New Business.

1. Lease Agreements that were not signed prior to the April 2022 EB Meeting have since been signed. There are still a couple of Lease Agreements that have not yet been returned. The GR has committed to telephoning to request return of the signed Agreements.
2. The GR continues to validate the list of Poll Workers. Will continue to confirm staffing and revisit during the June EB Meeting. Goal is to achieve 50/50 Democrat/Republican staffing.
3. Need EB Members to sign the Voting System Security Review. Since Inetha Holmes is not present today, the GR will request an extension from the State such that the EB can sign during the June EB Meeting.

Old Business.

1. IOW County General Services Division has not reported any further progress on securing the requested generator to service the Registrar Building during the upcoming Primary and each subsequent election.
2. Vice Chairman, Caleb Kitchen, reported he delivered a brief 5-10 minute presentation regarding Redistricting to the IOW Republican Party and will be delivering a similar presentation on May 9th, 7:00 p.m., for the NAACP meeting to be held at First Gravel Hill Baptist.
1. Caleb Kitchen indicated he craft the Board of Supervisors Proclamation honoring Billy Bell for his years of service to the IOW County Electoral Board. Secretary, Geoff McFather, committed to obtaining a copy of the language of the award presented to Billy Bell at the recent State VEBA Meeting.
2. The Vice Chairman reported that adding Voter Information to the IOW County Facebook Page regarding matters such as Voter Registration deadlines, Candidate Filing deadlines, Polling Place Move, etc., is still a “To-Do” action item.

Good of the Order.

1. The Vice Chairman proposed crafting an “Proposed/Optional Layout” for the Precinct Locations to try and standardize how our Precincts are set up, especially in light of our two new A/B locations and a couple of new polling locations.
2. GR reported her plans to provide cones and signs for specific polling locations to better route voter traffic, ingress and egress. She will coordinate with the IOW IT Staff to generate A-Frame signs that define “Entrance”, “Exit”, “Handicap”, “Vote Here” flags, etc.
3. Election Official Training is scheduled as follows:
    a. Tuesday, June 14th (Electronic Poll Book) – 9a-11a, 1p-3p, & 4p-6p
    b. Wednesday, June 15th (Officer of Elections) – 9a-11a, 1p-3p, & 4p-6p
    c. Thursday, June 16th (Chiefs & Asst Chiefs) – 1p-3p & 4p-6p.
4. The Electronic Poll Books (EPB) tablets are to be shipped within the next several days. Training will be scheduled after being received. VaughnTech will be attending as well. EPBs will be loaded with the most current voter data on the Sunday

prior to the Primary/Election. The EPB tablet is never connected to the internet. The Vice Chairman requested that when KnowInc is onsite to provide EPB Training, that we ask them to specifically detail how we are to ensure the EPBs are NEVER connected to the internet.

5. The Vice Chairman offered that "as a former Election Official" he really appreciated the "Appreciation Dinners"! It was a great opportunity to speak with Election Officials from the other precincts. The GR suggested that hosting an "Appreciation Dinner" in September is typically better for people's calendars.
6. The Secretary requested that parking lot signs (i.e., Curbside Voting) be elevated in height so that the sign remains visible for others to see when a vehicle is parked directly in front of the sign.

There being no further business, the meeting adjourned at 3:15 PM

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Inetha Holmes, Chairman

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Caleb Kitchen, Vice-Chairman

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Geoffrey McFather, Secretary