MINUTES

The State Board of Elections Board Meeting was held on Tuesday, March 1, 2016. The meeting was held in the Washington Building, Richmond, Virginia – Room B27. In attendance, representing the State Board of Elections (SBE) was James Alcorn, Chairman; Clara Belle Wheeler, Vice Chair, and Singleton McAllister, Secretary. Also in attendance, representing the Department of Elections (ELECT) was Edgardo Cortés, Commissioner; Elizabeth Howard, Deputy Commissioner; Martin Mash, Policy Advisor, and Rose Mansfield, Clerk. Anna Birkenheier, Assistant Attorney General and Counsel to SBE and ELECT attended. Chairman Alcorn called the meeting to order at 8:10AM.

The first order of business was the Commissioner's Report delivered by Commissioner Cortés. Commissioner Cortés reported that the start of Election Day was quiet and all polling places opened without incident. Commissioner Cortés stated that the General Registrar's and Electoral Board Members prepared for the election and the results of their efforts are being realized. Commissioner Cortés stated that ELECT has implemented a call center for this election emphasizing that ELECT experiences an increase in calls leading up to an election. Commissioner Cortés stated the call center will be utilized during the November 2016, General Election. Commissioner Cortés reported that absentee voting has been higher, than the two previous presidential primary elections; in particularly the request of Republican Primary Ballots. The number of absentee ballots cast as of February 29, 2016 was double the number cast, approximately 23,000 ballots, in the 2008 Republican Presidential Primary. Vice Chair Wheeler thanked the Commissioner and ELECT staff for their preparations for voter turnout and the absentee ballots. Commissioner Cortés stated that the use of the ELECT website to submit absentee ballot applications, by voters, was high and the General Registrars' provided feedback stating that the amount of data entry required at the local level was reduced. Commissioner Cortés stated that ELECT conducted a community outreach campaign regarding the photo identification voting requirement that has included radio, print and cable advertising, social media ads, and in Northern Virginia public transportation ads. The program has been active since February 1, 2016. Commissioner Cortés reported that Facebook had a banner that reminded voters of the date of the

presidential primary and Google app sent a card reminding users to vote. Commissioner Cortés stated that Facebook had a banner, the day prior to the registration deadline, and this action generated the highest usage of the website, for registration purposes, on a single day to date.

Commissioner Cortés reported that February 29, 2016 was the expiration date of some electoral board member terms stating that one member of the local electoral board will have a term expire on the last day on February. As a result, several localities are absent a member of their electoral board because the appointment process was not completed by the courts. The department sent the Clerks' of Courts reminder notifications about the expiring terms and explained that the vacant seat could have an impact on the locality and the administration of the election on March 1, 2016.

The next order of business was the Legal Report presented by Anna Birkenheier, Assistant Attorney General. Ms. Birkenheier stated that there were no updates to provide members.

Chairman Alcorn moved *that the Board recess until 12:00PM.* Vice Chair Wheeler seconded the motion and without further comment the Board voted unanimously to recess. The Board recessed at 8:35PM.Chairman Alcorn moved that the Board reopen the meeting at 12:05PM. Secretary McAllister seconded the motion. The Board unanimously approved the motion.

The next order of business was the Ballot Order Draw for the May 3, 2016 City and Town General Elections presented by Reiko Doğu, Senior Elections Administrator. Ms. Doğu stated that all parties and recognized political parties will be included in the drawings and any party or recognized political party not represented by a candidate will not appear on the ballot and the positions will shift up accordingly. Ms. Doğu explained the process and the ballot order drawing was conducted. The official ballot order drawn by SBE Board Members;

Class 1 Drawing:

1. Republican
2. Democrat

Class 2 Drawing:

1. Green
2. Social Democratic

3. Libertarian
4. Constitutional
5. Reform
6. Natural Law
7. Virginia Taxpayers
8. Independent Green
9. Southern

Vice Chair Wheeler moved *that the Board certify the ballot order as drawn.* Chairman Alcorn seconded the motion and without public comment the Board unanimously approved the motion.

Chairman Alcorn stated that some voters expressed concern over announcing which party primary they were participating in on Election Day. Chairman Alcorn stated that the process is a *Code* provision enacted by the General Assembly.

Deputy Commissioner Howard reported that Norfolk City had sent test ballots to voters that had requested absentee ballots. Deputy Commissioner Howard stated that the situation was remedied by sending letters to the possible impacted voters. Deputy Commissioner Howard stated that both the General Registrar and the Print Elect vendor representative will be present at the next available SBE meeting to discuss the situation under the Chairman's initiative "Lessons Learned".

Commissioner Cortés reported that the City of Winchester will be relocating their Central Absentee Precinct (CAP) and their General Registrar Office due to protests that are planned for the afternoon. Commissioner Cortés stated that the protests are not related to the elections but rather to a community issue. The offices will move to an alternative location at the advice and assistance of the Virginia State Police.

Chairman Alcorn moved *that the Board recess until 6:30PM.* Vice Chair Wheeler seconded the motion and without further comment the Board voted unanimously to recess. Chairman Alcorn moved that the Board reopen the meeting at 6:40PM. Secretary McAllister seconded the motion. The Board unanimously approved the motion.

The next order of business was the approval of the minutes from the January 8, 2016 and February 4, 2016 SBE Board Meeting. Chairman Alcorn noted that he submitted changes to the Clerk and the revised minutes would be presented for approval at the next meeting.

Chairman Alcorn stated that voter turnout was high, as predicted, by the number of absentee ballots requested. Chairman Alcorn noted that a couple of localities had concerns about having an adequate supply of ballots. Commissioner Cortés stated that the concerned localities were printing additional ballots and delivering them to the polling locations. Chairman Alcorn stated that there were a few reports of lengthy lines and that all voters' who arrived before the close of polls, 7:00PM, should stay in line as they would be permitted to vote. Chairman Alcorn stated that he would like the locality involved appear before the Board to help with "Lessons Learned". Commissioner Cortés stated that the localities have received numerous communications from ELECT reminding and instructing General Registrars about the process of ordering extra ballots. Chairman Alcorn asked that Stafford & Chesterfield Counties, and the Cities of Norfolk & Hampton be invited to the next available meeting to participate in "Lessons Learned". Commissioner Cortés reported that the call center received over 1,300 calls today.

Chairman Alcorn moved *that the Board adjourn*. Secretary McAllister seconded the motion and without further comment the Board voted unanimously to adjourn. The meeting was adjourned at approximately 7:10PM.

The Board shall reconvene on March 15, 2016, at 10:00AM in the General Assembly Building, 1100 Bank Street, Room C, Richmond, Virginia.

Secretary

Chair

Vice Chairman