

## General Registrar's & Electoral Board Workgroup

Minutes

The meeting was called to order on November 19, 2015, at 2:00PM by Co-Chair John Hager and Co-Chair Jean Jensen. Attending were electoral board (EBs) members William Bell, Renee Andrews, Bill Thomas, and Robin Lind; general registrar's (GRs) Tracy Howard, and Larry Haake. Representing SBE was Vice Chair Clara Belle Wheeler. Charles E. Judd, Ex-Officio was present and the Department of Elections (ELECT) was represented by Rose Mansfield, ELECT Board Liaison and Martha Brissette, ELECT Policy Analyst; and members of the public.

Co-Chair Hager submitted the GREB Workgroup Minutes for approval from the September 1, 2015 meeting to the members. Mr. Lind *moved that the Minutes be approved as submitted*. Mr. Thomas seconded the motion and the GREB Workgroup Members unanimously approved the Minutes.

The first order of old business was the Business Strategy for Final Resolution & Report. Mr. Haake stated that the review of the *code* sections was assisted by Ms. Brissette. Workgroup members thanked Ms. Brissette for her efforts. Mr. Haake stated that the foundation of the document started with the electoral board duties description developed by Ms. Andrews and refined by workgroup members. GREB workgroup members reviewed the document and input for change was discussed among the members. Members discussed introducing a legislative bill that would reflect the changes. Mr. Judd offered to guide any legislative action through the process and the members accepted the offer. Members suggested that the reference to general registrar be changed to director of elections to reflect previous actions of the workgroup. Members also suggested that the reference to secretary be changed to commissioner were applicable. Ms. Brissette stated that all changes from the SBE to the department could be changed during this process to reflect the appropriate delegations.

Mr. Lind *moved that those proposed changes to amend and reenact various sections of §24.2 regarding director of elections and reversions of state board language be forwarded to patrons in the house and senate and further that the GREB workgroup in recognition of the charge to study other areas as necessary strongly recommend a complete revision of §24.2*. Mr. Bell seconded the motion and without further comment the workgroup unanimously approved the motion. Mr. Haake *moved that the GREB workgroup approve Version II Draft, edited to exclude sections not changed, to make changes from SBE to The Department of Elections and reflect references to registrars where not prohibited by the constitution to become director of elections*. Mr. Judd seconded the motion and without further comment the workgroup unanimously approved the motion. Workgroup members discussed developing a resolution to present at the next SBE meeting.

The next order of business was a review of the GREB Workgroup Directives for year 2015. Workgroup members reviewed each of the directives and reported on the

47 progress and outcomes of their efforts. Co-Chair Jensen stated that the workgroup  
48 resolution and efforts should be included in the required final report to SBE by  
49 December 31, 2015. Co-Chair Jensen restated the resolution before the members.

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- 51 1. Work with the appropriate authority in the implementation of the
  - 52 recommendations contained herein;
  - 53 2. Further evaluate the roles and responsibilities of Electoral Board members to
  - 54 make certain their historically important role of checks and balances is
  - 55 maintained and emphasized;
  - 56 3. Examine and recommend state funding mechanisms for voter registration
  - 57 and elections for the localities;
  - 58 4. Evaluate staffing of the general registrar's offices;
  - 59 5. Established standards for continuing education needs and recognition for
  - 60 advanced studies; and
  - 61 6. Analyze and review minimum funding and staffing levels of the Department
  - 62 of Elections to ensure a robust, efficient and responsive agency capable of
  - 63 conscientiously serving the more than 5 million voters in the Commonwealth
  - 64 today.
  - 65 7. Study other areas as deemed necessary.
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68 The next order of business was the comments received on the final documents  
69 presented by Rose Mansfield, SBE Clerk. Ms. Mansfield presented the comments to  
70 the workgroup members. Ms. Andrews stated that she was grateful to receive the  
71 positive and thoughtful comments from Penny Limburg, General Registrar – City of  
72 Bristol. Ms. Andrews offered to send a thank you note to Ms. Limburg on behalf of  
73 the workgroup. Workgroup members discussed the comments and the overall  
74 positive feedback received from the elections community.

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76 Co-Chair Hager asked if there was additional business and there was none. Co-Chair  
77 Hager open the floor to public comment. General public comments and questions  
78 were received by workgroup members. Workgroup members wished Co-Chair  
79 Jensen a happy birthday and sang "Happy Birthday" to celebrate the event.

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81 Co-Chair Hager asked if there were any further comments and there were none. Co-  
82 Chair Hager moved *that the workgroup adjourn*. Mr. Haake seconded the motion and  
83 the workgroup unanimously approved the motion.

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85 The next meeting of the GREB Workgroup is set for December 2, 2015 at 10:00 AM  
86 in the Washington Building, Richmond, Room B27, Virginia 23219.

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88 There being no further business, the GREB Workgroup adjourned at 4:20PM.

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92 Co-Chair Jean Jensen

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Co-Chair John Hager