

BOTETOURT COUNTY ELECTORAL BOARD

February 3, 2022

On February 3, 2022, a regularly scheduled meeting of the Botetourt County Electoral Board was held in the Registrar's Office in Fincastle. All members of the Electoral Board were present, as was Traci Clark, the GR/DOE. Chairman John Rader called the meeting to order at 2:00 pm.

Vice-Chairman Steve Vaughn moved to approve the minutes from the December 12th meeting, which had been previously submitted for review. The motion passed unanimously.

Traci announced John Rader had been reappointed for a three-year term. On motion by Steve Vaughn, the Board agreed to maintain the current organization of: John Rader, chair; Steve Vaughn, vice chair; Buck Heartwell, secretary. This motion also passed unanimously.

Traci then presented the Board with the most current list of Precinct Election Officers. The list contains 119 PEOs. Traci reported the new full-time assistant registrar, Karen Wickham, had been working on entering officer information into the Integra software provided by ELECT. Karen has been working closely with ELECT and the software developers to trouble-shoot minor issues. She also reported an recruitment advertisement using the graphic from ELECT was in the February 2, 2022 edition of the Fincastle Herald and similar posters would be posted in the County libraries and post offices to aid in recruitment. On motion by Buck Heartwell, the 119 volunteers on the list were appointed as PEOs for the next year. This motion also passed unanimously.

Traci then reported on the redistricting activities of the County. She has worked closely with David Moorman, Deputy County Administrator and Brandon Moore, GIS consultant with King-Moore, Inc. State-level redistricting changes must be completed in VERIS by March 21, 2022, and Traci stated that the deadline would be met. She also shared maps showing the changes to be proposed to the Board of Supervisors at the February 22, 2022 meeting. Approximately 600 voters will be impacted by the proposed boundary changes. These changes are required due to the population census data received. Should the Board of Supervisors agree to move forward with the proposed changes, a public hearing will be held at their March 22, 2022 meeting. Final approval is scheduled for the April 26, 2022 meeting foregoing any changes from public comment/hearing.

Traci reported the County had updated the Personnel Manual and this required review of the current version being used by the voter registration office. She stated she had made changes based on the previous exclusions due to Code requirements and had updated information to pertain to the office. EB members will review the changes and will be on the next meeting's agenda.

The Board then scheduled its next meeting for March 23, 2022, at 2:00 pm. There being no further business to come before the Board, the meeting was adjourned at 3:30 pm.

Buck Heartwell, Secretary