

# **BOTETOURT COUNTY ELECTORAL BOARD**

## **April 28, 2022**

On April 28, 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 2:04 pm.

Vice Chairman Steve Vaughn then moved to approve the minutes of the March 23, 2022 meeting, which had been previously submitted. The motion passed unanimously.

Traci then gave the Board an update on the statewide redistricting as it applied to the voting districts in Botetourt County. The Board of Supervisors had approved the county's plan on April 26<sup>th</sup>. Traci's office will be sending out notice to all county voters in July.

Changes in state-level redistricting were recently implemented in VERIS.

A discussion then ensued on the preparations for the June 21<sup>st</sup> primary election. Early Voting is to begin on Friday, May 6<sup>th</sup> and May 31<sup>st</sup> will be the last day to register to vote. The last day for Early Voting will be June 18<sup>th</sup>. All required security measures had been either completed or scheduled. Precinct officer training schedules had been established and 228 vote by mail ballots had been sent out.

Traci then explained that the Board of Supervisors had entered into a contract with a company named Assura. By this contract, Assura was to work with the county's IT department to bring us into

compliance with the new VRSS minimum security standards. The goal is for compliance to be complete in mid-June, but not later than July 1<sup>st</sup>.

Buck reported that he and Traci had met to review the Department's new personnel manual which she had adapted from the county's current manual. He said that very few substantive changes had been made and that Traci had done an excellent job overall. Traci would present the manual at our next meeting for the Board's approval, and that copies would be provided to the Board beforehand.

Finally, Traci reported that a search was underway to fill the Deputy Registrar's position which is coming available due to Debbie's retirement. The electoral Board would meet again on Tuesday, June 21<sup>st</sup> at 7:00 am, the date of the primary election to tour the precincts, on Wednesday, June 22<sup>nd</sup> at 11:00 am for the Canvass of Votes, and then on Thursday, July 28<sup>th</sup> at 2:00 pm for Traci's annual evaluation. There being no further business to come before the Board, the meeting was adjourned at 2:37 pm.

Buck Heartwell, Secretary