

The Electoral Board for the City of Newport News met May 7, 2019, at 9 a.m. in the Voter Registrar office, 2400 Washington Avenue, 6th floor, Newport News, Virginia.

ATTENDEES:

Electoral board:

Jonell McFadden, chair

Wendell Barbour, vice-chair

Deloris Thomas, secretary

Registrar's office:

Vicki Lewis, director of elections

Leslie Whitney, deputy registrar

1. Call to order – Ms. McFadden called the meeting to order.

2. Agenda approval – Mr. Barbour made a motion to accept the agenda as submitted. Mrs. Thomas seconded the motion.

3. Guests – No guests were present.

4. Minutes – Mr. Barbour made a motion to accept the minutes of the Tuesday, April 2, 2019, meeting. Mrs. Thomas seconded the motion. The minutes were signed by the Secretary.

5. Follow-up reports

A. Tabletop Exercise – Vicki Lewis, Lisa Dunn, and Leslie Whitney attended the Tabletop exercise for election security in Richmond, Virginia. The exercise was sponsored by the Virginia Department of Elections. Attendees were grouped into teams of poll workers, registrars and recorders. Scenarios were created that could occur on Election Day. Teams were asked to resolve and evaluate the situations and to record their responses.

B. Disabled Voters Expo – Jonell McFadden, Deloris Thomas and Leslie Whitney attended the expo in Henrico, Virginia, on Thursday, April 30, 2019. Vendors demonstrated voting equipment and products for those with disabilities. The expo was sponsored by the Department of Elections.

6. Election materials

A. The new Election Official brochures will be ordered by Mrs. Whitney. All corrections have been made.

B. Information aimed to recruit Election Officials has been posted on all City public websites.

- C. Edits will be made in all instances on the City website to replace the word “officers” with the word “officials” when referring to election workers.

7. Redistricting

- A. Redistricting notices were mailed to registered voters affected by district changes.
- B. Further clarification about the redistricting notice will be posted on all public City websites.

8. City/Local Elections

- A. Surveys were mailed to all Tidewater Region Electoral Boards. The survey is meant to gather information from localities about moving local elections from May to November. Mrs. Thomas did not receive any replies. She will redistribute the survey to registrars in the region in hopes of better response.

9. Election Security Assessments

- A. Ms. McFadden reviewed with the Board her conversations with the Department of Homeland Security. DHS offers two main categories of assessments: physical and cybersecurity. The physical review will include the Registrar office and warehouse.
- B. Ms. McFadden will contact Homeland Security to determine a date for the physical assessment. The cyber reviews will take more time to schedule and involve other city departments.
- C. The Board would like to meet with the City’s IT Director, Andy Stein, a representative from the City Manager's office, and the Security Officer of Newport News to discuss plans for all assessments.

10. Coming Up

- A. Meeting for Tidewater District electoral boards – Friday, May 17, 2019, in Chesapeake, Virginia. Jonell McFadden and Deloris Thomas will attend.
- B. Annual training by the Department of Elections – Monday, June 24 and Tuesday, June, 25, 2019, in Richmond, Virginia. Mrs. Lewis, Mrs. Whitney, and Mr. (first name) Rogers will attend Monday’s session for registrars. All Electoral Board members will attend Tuesday’s session for board members.
- C. The next regular meeting will be June 4, 2019, at 9am in the Office of the Director of Elections.

11. Next Steps

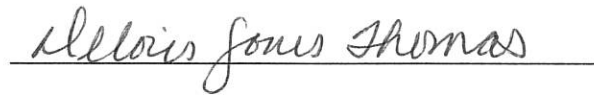
- A. Remaining agenda items will be postponed until the next Board meeting, June 4, 2019. Agenda items are: precinct by precinct review of election officials, update on the move of local elections from May to November, and the status of the local voting equipment security plan.

12. Closed Session

- A. Mrs. Thomas made a motion to convene to closed session for the purpose of the Director of Elections/General Registrar evaluation. Ms. McFadden seconded the motion. Once, the Board concluded with the business of the evaluation, Mr. Barbour made a motion to return to regular session. No other business was discussed during closed session. Mrs. Thomas seconded the motion.

13. Adjourn

There being no further business; the Chairman adjourned the meeting



Deloris Jones Thomas, Secretary