

COUNTY OF HENRICO, VIRGINIA  
**ELECTORAL BOARD MEETING**

June 26, 2020

The Henrico County Electoral Board convened a meeting on Friday, June 26, 2020 at 2:00 p.m. in the Administration Building Annex, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia. Those present at the meeting were:

**PRESENT**

Stephen Bryant, Chair, Electoral Board  
Robert Shippee, Vice-Chair, Electoral Board  
Cathy Woodson, Secretary, Electoral Board  
Mark Coakley, General Registrar, Voter Registration and Elections  
Anne Marie Middlesworth, Deputy Registrar, Voter Registration and Elections  
Leslie Funn, Administrative Assistant, Voter Registration and Elections  
Mary Grace Boyle-Public-League of Women Voters  
Diane Pickett-Public-League of Women Voters  
Susan Bell-Public-League of Women Voters

**Call to Order**

The meeting was called to order by the Chair at 2:00 p.m.

**Provisional Ballots: June 23, 2020, Dual Primary Election**

The Registrar's office researched **130** provisional ballots, from the June 23, 2020, Dual Primary Election. Mr. Coakley asked the electoral board to accept the recommendations for:

- **Accepted: 86 Provisional ballots**
  - **45-Democratic**
  - **41-Republican**
  
- **Denied: 44 Provisional ballots**
  - **28-Democratic**
  - **16-Republican**

On motion of Mr. Shippee, and seconded by Mrs. Woodson and by unanimous vote, the electoral board has accepted the recommendation, of the General Registrar and the Registrar's staff for counting **86** qualified provisional ballots and denying **44** non-qualified provisional ballots.

The vote of the Board was as follows:

Aye

Stephen A. Bryant  
Robert Shippee  
Cathy Woodson

Nay

The Electoral Board members began opening the qualified provisional ballots, from the June 23, 2020, Dual Primary Election, for scanning.

### **Review training dates**

The electoral board reviewed the training dates for 2020 November election. Mark Coakley stated all election workers are trained for the Presidential election. However, moving forward with training depends on the governor's executive orders. The training most likely will be Virtual (Web Ex or Zoom). Election Chief and Asst. Chief training will focus on SOR (statement of results), Electronic poll books and opening/closing the polls. The Registrar's office will research removing the televisions and replacing them with updated technology devices with a webcam to conduct training thru the office. Cathy Woodson-this will create more flexibility with training dates/times. Mark Coakley- more information to come after the July 2020 State training. The Electoral board will table the discussion about election training until July.

Electoral board signed the June 23, 2020 Election Abstracts for the Virginia Department of Elections.

### **Public Comments**

Stephen Bryant and the electoral board members welcomed the public to the meeting. Mary Grace Boyle from the League of Women Voters works on the team in gathering information for the Vote411 election resource section on the website. She addressed the electoral board with the following questions:

- Electoral board set up
- Posting board meetings
- Polling places changes
- Absentee ballots
- Face coverings for voters
- Postage for mailing back absentee ballots

Stephen Bryant stated the electoral board is party nominated according to the current governor. The board consists of 2-Democrats and 1-Republican (code § 24.2-106). Mark Coakley-the board meets in March to reorganize positions according to VA election laws. There are no standard monthly meetings. The electoral board generally meets to discuss election preparations and trainings before each Primary and General election. Stephen Bryant-regarding polling place changes the electoral board will act according to the VA election law. Mark Coakley-the electoral board meets with the board of supervisors regarding polling place changes. A county ordinance must be submitted to the board of supervisors regarding polling place changes. Mark Coakley-absentee ballots are processed and counted. The electoral board will discuss the necessary steps on how the ballot processing shall be done. Face coverings was not mandatory for voters during the Dual Primary Election. The State will decide on postage for the returned absentee ballot envelope. Cathy Woodson asked are there outreach and public education information for the community. Susan Bell is part of Civic education program.

### **Other Business**

Electoral board signed the June 23, 2020 Dual Primary Election Abstracts for the Virginia Department of Elections.

### **Good of the Order**

Cathy Woodson-Thank you to the General Registrar and the Registrar's staff for a job well done during the global outbreak of the COVID-19. Mark Coakley- it was a huge team effort.

**Adjournment**

There being no further business, on motion of Mr. Shippee, seconded by Mrs. Woodson, and by unanimous vote, the Board voted to adjourn the meeting at 3:25 p.m.

The vote of the Board was as follows:

Aye

Stephen Bryant  
Robert Shippee  
Cathy Woodson

Nay

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Stephen Bryant, Chair

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Robert Shippee, Vice-Chair

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Cathy Woodson, Secretary