

HENRY COUNTY ELECTORAL BOARD MINUTES
AUGUST 9, 2022 10 AM
HENRY COUNTY ADMINISTRATION CONFERENCE ROOM

PRESENT:

Rita Shropshire, Chairman

Ellen Boone, Secretary

Dawn Stultz-Vaughn, Registrar

By Audio & in-person: Valeria Edwards, Vice Chairman

Guests:

Monique Holland, Martinsville Bulletin

Tim Harville, Deputy Registrar

Carol Blades, Chief Deputy Registrar

Nicky Camacho, VCU intern

Steven Cherian, VCU intern

Christian Youngblood, Director, Henry County, IT services

Drew Nolan, Henry County Systems Analyst/Cyber Security

Called to order at 10:10 AM by Rita Shropshire

The group Introductions made.

April 19, 2022 Minutes read and reviewed.

Motion made by Rita Shropshire to accept minutes, seconded by Dawn Stultz-Vaughn, and motion passed.

Old Business

A. There will not be a House of Delegates' Election this November.

Motion made by Ellen Boone for board to go into closed session, seconded by Valeria Edwards, motion passed

The interns completed an internship program for Cyber Security and elections. This consisted of in person meetings, on line/emails, zoom meetings regularly throughout the program. They worked with the Information Technology Department, The Department of Elections (ELECT) and the Henry County Registrar's Office. Their work mostly consisted of policy work, and things that can be done to prevent future issues, and make Elections more secure in Henry County, as well for the entire County.

Policies provide guidelines for users who/what is allowed usage, and prohibits certain activities.

*They worked on the following topics to improve Henry County Election Security, as well as overall cybersecurity for the County of Henry including PSA:

Revision of the Incident Response Plan in responding to cybersecurity incidents

They revised the Technology Use Agreement for the County

Created a Media Protection Policy/maintenance policy

Created a Risk Register

Created an Anonymous Incident Reporting Form & QR Code: to preemptively prevent

cyber security incidents, employees can fill out form & direct it to IT.
Worked on the Locality Election Security Standards & Compliance list which is standardized from the Department of Elections that permits localities (GR Office) to access the Voter Registration Database, and ensures security and integrity of locality voting.

Board meeting resumed at 11:00 AM for Closed Session. All guests have exited before meeting resumed.

B. Registrar Report

1. Recognition of OOE, will be mentioned during training, and held after the holidays.
2. Hart updated scanners
3. DemTech updated Electronic Poll Books (EPB)
4. Registrar attended VRAV Voter Registrar Association of Virginia meeting last week
5. Henry County School Board and Henry County Circuit Court have passed that November election will be a special Election for the Ridgeway District School Board seat of the late Francis Zehr.

Candidates have until August 19, 2022 to submit all paperwork to Registrar.

6. November 8, 2022 is Election Day
7. November 11, 2022 is Veteran's day and Registrar's office will be closed.

Virginia Legislature and Virginia Department of Elections have determined;

A) Mail in Ballots postmarked November 8, 2022 delivered by noon Monday, November 14, 2022, will be accepted and counted.

B) Limited audit review will be conducted before election certification. Election certification will be submitted the first Monday of December, 5, 2022.

C. OOE review

1. Recruitment notices included in voter district letters, have successfully recruited new OOE.
2. New OOE reviewed and approved by Board.
3. Precincts reviewed for staffing. There are precincts which need additional OOE, in order to allow the Chiefs to provide any additional training OOE might need, and to assist with same day voter registration to include provisional ballots.
4. Board members, Registrar, and registrar staff will contact OOE who have not responded to office mailings, email, and calls. Recruitment for additional OOE will continue.

D. Elect will hold trainings in several locations for Registrars and EB members. Dawn and Ellen will attend the training in Blacksburg on 8/24/22.

Next meeting scheduled for Tuesday, September 13, 2022 at 10 AM.

Motion made to adjourn by Ellen Boone, seconded by Rita Shropshire, motion was passed.

Respectfully Submitted,

Ellen T. Boone
Secretary