



Northumberland County, Virginia Minutes of Electoral Board Meeting



Date:	November 6, 2024	Member Attendees		Present
Location	Registrar's Office	Chair:	Joe Schlatter	Yes
Call to order	11/06/2024 @ 1:20PM	Vice Chair:	Austin Schmidt	Yes
Adjourned	November 19, 2024	Sect:	Bob Heller	Yes
Others Present	Kathy Davenport (as needed)			
Guests Present:	See below.			

Political Party representatives (D. Leslie ® from 2pm-3pm & S. Ruberry, (D) 1pm-3:25pm.) attended the initial session.

CANVASS MEETING FOR NOV 5 ELECTION.

- ❖ The Chair stated the purpose of this Canvas meeting was to review Election Day and Early Voting results to include Absentee and Provisional ballots. Review of Provisional Ballots containing information require the Board to move to a Closed Session.
- ❖ It was agreed to hold the Closed Session to the end of the Canvass process and continue with the Election Day results review for the convenience of the guests present. The Board would review each precinct's Envelope 2 – Statement of Results (SOR) and other official documents to ensure early results reported from the polls on Election night were correct.
 - Precinct 101: Tally tape showed 638 votes cast. Zero tapes, Tally Tapes, SOR and EO oath were all acceptable with no action needed. The Ballot Record Report (BRR) was included and showed 659 ballots were used, with 14 provisional and 7 spoiled ballots. All provisional ballots were Same Day Registrations (SDR).
 - Precinct 102: Tally tape showed 594 votes cast. Zero tapes, Tally Tapes, SOR & Oath were properly completed. The included BRR showed 530 total ballots were used, with 16 provisional (all SDR) and 12 spoiled ballots.
 - Precinct 103: Tally tape showed 479 votes cast. Zero tapes & Tally Tapes were attached, properly signed, and completed. The included BRR showed 504 total ballots were used with 13 provisional (all SDR) and 12 spoiled ballots.
 - Precinct 104: Note is made of the failure of the scanner (+/-1pm) requiring a spare to be brought to the site and put into service (+/*2pm). As such, two sets of tallies and zero tapes were provided. Zero tapes and Tally tapes were included, with multiple extra copies, and attached to the SOR as required. Scanned ballots amounted to 837 (609+228) from two scanning devices. The BRR showed 859 total ballots dispensed, including 10 spoiled, 8 SDR and 4 Kilmarnock ballots which balance. No officer sign in sheet/oath was included (env. #8). To rectify this the Board completed one for purposes of pay sheet submission. One authorized representative was present at the polling place most all afternoon.
 - Precinct 105: The SOR, Tally and Zero tapes, EO Oath and all reports were properly handled and signed by all officers; however, tapes were not attached as proscribed. The Board corrected. SOR showed 873 total ballots cast with the BRR indicating 902 ballots being issued, including 13 Provisional (all SDR) and 16 spoiled, thus fully balancing.

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Continuation of minutes of November 6 Canvass Meeting of Northumberland Electoral Board

- Early Voting saw 4,290 total votes cast. The tapes and SOR were each properly signed and accepted. No spoiled ballots were found. The Ballot-on-Demand process was used throughout. There were 25 SDR and 7 “other” provisional votes cast.
- Those 7 non-SDR provisional votes had not yet “cured” and not ready for processing.
- CAP/Absentee voting: Preprocessing had accounted for +/- 750 AB ballots to date. The cutoff for late arriving AB by mail is Friday (11/8) if postmarked by 7PM on Election Day.
- It was unanimously decided to suspend this meeting until Friday Nov 8 at 10AM to consider all Provisional votes. At 1PM the CAP officers were to conduct the final AB processing.

Friday, Nov 8: Resumption of Canvass Meeting -: Call to order at 10:30AM

- ❖ We were advised by ELECT that they would be reviewing all SDRs throughout the state for duplicates, with this review of SDRs completed Wednesday, Nov 13, at which time any non-allowed (by SBE) SDRs would be known. We would then finalize this canvas.
- ❖ AT 3:25PM Mr Schlatter moved to suspend this meeting and re-convene at 10:00AM on Monday Nov 13 to continue review of Provisional and Absentee ballots The intent of this morning (closed) session was to consider the non-SDR provisional ballots from Nov. 5. Unfortunately, those ballots had not yet been fully readied for our review. The CAP team was due to begin (and did) conduct their final review of all received Absentee Ballots.

Nov. 13, 2024: Electoral Board Meeting – Call to order at 9:30AM

Administrative Note: Our regularly scheduled Monthly Meeting, scheduled for November 13 at 9:30AM took place prior to the continuance of the November 5th Canvass meeting.

- A. The State Board has called for a statewide Risk Limiting Audit (RLA) of the US Senate Race on Wednesday November 20, and a following RLA for a US Congressional District on Thursday, Nov 21. A meeting of the SBE scheduled for Monday will provide us with additional details. We discussed needed reporting, Audit teams (3 volunteers from each party) and reports we will need.
- B. The Secretary advised of possible budgetary shortfalls in categories due to increases of rent and postage/shipping expenses. Following the election-related activities the appropriate transfers will be initiated.

Resumption of Canvass on Nov 13 – Called to order at 9:45AM

- ❖ The task for the remainder of the Canvass meeting was to confirm election results and begin preparation of final Abstracts for submission to State Department of Elections.
- ❖ Northumberland County saw a total of 8,263 ballots cast in this election, representing a 77% voter turnout. Jurisdiction wide results for each race were confirmed with results posted to ELECT’s web portal matching our assessment.
- ❖ The Open Meeting adjourned at 12:30PM.

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Continuation of minutes of November 6 Canvass Meeting of Northumberland Electoral Board

- ❖ At 1:22PM The Chair stated: *“I move that the Electoral Board of Northumberland County, Virginia, convene in closed session pursuant to section § 24.2-653.01 of the Code of Virginia for the purpose of considering whether each person who submitted a provisional vote at the election was qualified to do so, and I also move that the general registrar as specified in section 24.2-653.01, be allowed to remain in the room during the closed meeting, and that any persons who cast provisional votes and who are present be allowed to enter the room while their qualifications are considered and to present any relevant information on their behalf to the board.*
 - ❖ At 1:49PM Mr. The Secretary stated: *I move that the Electoral Board of Northumberland County, Virginia, certify that in the closed session just concluded the only matters discussed were the qualifications of provisional voters, as directed by § 24.2-653.01 of the Code of Virginia, and as identified in the motion to close the meeting pursuant to the Virginia Freedom of Information Act.*
 - ❖ In closed session, all Provisional Ballots were reviewed without consequence.
 - ❖ Meeting adjourned at 3.35PM with agreement to resume on Friday, Nov 15 at 10:00AM to prepare Abstracts and Race Certification.
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Nov. 15, 2024: Canvas Meeting Continuation– Call to order at 10:15 AM

- ❖ Abstract documents were prepared and signed for each race. Final turnout/voter credit entries have been made in VA Dept of Elections site; however, acceptance has not yet been received.
 - ❖ Rather than await needed approval, the Board agreed to suspend this meeting until Tuesday, Nov 19th at 10 AM to complete. Meeting suspended at 1:00PM.
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Nov. 19, 2024: Canvas Meeting Continuation– Call to order at 10:30 AM

- ❖ Final turnout/voter credit entries have been approved, allowing us to apply seals and prepare needed copies for distribution. This completes the Canvas meeting of the 2024 Presidential Election.
 - ❖ Adjournment was at 12:50PM to begin RLA preparations.
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Nov. 20, 2024: Risk Limiting Audit (RLA)– Call to order at 9:05 AM

- ❖ We assembled the Electoral Board, General Registrar, Clerk of Courts, and three volunteer Republican and three Democrat Audit Board members to begin this VA Dept of Elections RLA of he recently completed US Senate race.
- ❖ The volunteers were assigned to 2 person teams (1 R + 1 D) to conduct the required vote count.
- ❖ The ARLA was completed and our results accepted at 11:45AM. Boards were dismissed, and we were informed later in the day that the RLA was completed statewide.
- ❖ A planned Audit of the US Congressional Race was scheduled for the following day; however, our county had no defined role in that audit.

Continuation of minutes of November 6 Canvass Meeting of Northumberland Electoral Board

NORTHUMBERLAND COUNTY, VIRGINIA
MINUTES OF ELECTORAL BOARD MEETINGS

Canvass Meeting, November 8-19
Monthly Electoral Board Meeting, November 13
Risk Limiting Audit, November 20-21

Signature Page

Signed and accepted on:

Date: November 22, 2023

Joe Schlatter Chair

Signed by:

Joe Schlatter

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Austin Schmidt Vice Chair

DocuSigned by:

Austin B Schmidt

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Bob Heller Secretary

DocuSigned by:

R. E. Heller

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