

LANCASTER COUNTY BOARD OF ELECTIONS MEETING

July 24, 2019

The Electoral Board (EB) met at the office of the General Registrar (GR) on July 24, 2019. In attendance were Chairperson Barbara Breeden, Vice-Chair Carol Biscontinni, Secretary Lee Pulling and Director of Elections and General Registrar Susan Jett. Barbara Breeden called the meeting to order at 3:05pm and welcomed Carol Biscontinni to the Electoral Board.

Old Business: A motion to approve the minutes of the April 9th, 2019 meeting was made by Barbara Breeden and seconded by Lee Pulling. A motion to approve the minutes of the July 11th, 2019 meeting was made by Barbara Breeden and seconded by Carol Biscontinni.

New Business: The GR left the meeting while the Annual Performance Review was completed and new goals established. The GR returned to the meeting, reviewed the EB comments, signed and completed the annual review forms.

The EB reviewed the completed candidates list that qualified for the November 2019 election.

The GR updated the EB on relevant information about the upcoming Risk Limiting Audit (RLA). Lancaster County is hosting this first pilot audit for 9 localities. This will satisfy the audit requirement for 5 years for Lancaster County. This free audit will save Lancaster County thousands of dollars within this 5 year window. Specifically, the County will now be in compliance with the §24.2-671.1 code of Virginia.

A very lengthy discussion was held on the staffing requirement of the GR office. Donna Ransone, part-time office clerk, joined the meeting briefly to give some input on her job requirements. The GR does not have an assistant or backup that is fully trained to run the office in her absence. Extended vacation time and regular time off is problematic. Any unexpected emergency during the election cycle would require the office to be unstaffed by a trained GR or Assistant GR.

The office of the Attorney General for the Commonwealth of Virginia has issued opinions interpreting §24.2-112 of the Code, that the Electoral Board “shall determine the number of assistant registrars...who are able to take over the duties of the general registrar in an emergency and who shall assist the general registrar when requested.” It further states the local governing body shall pay the compensation and provide benefits as provided to other employees. The EB appears not to be in compliance with the Virginia Code and needs to provide guidance to the GR to help resolve this long time staffing issue.

Barbara Breeden made a motion to adjourn at 5:21pm and was seconded by Carol Biscontinni.

Respectfully submitted,

Lee Pulling, Secretary

