

Norfolk Electoral Board Minutes

Canvass of Democratic Party Primary Election - June 18-23, 2025

Present for Election Canvass Day One – June 18-23, 2025,

Atoy Carrington (Chairwoman), H. Michael Ziegenfuss (Secretary), Stephanie Iles (Director of Elections & General Registrar), Yetta Wilkins (Deputy IV) and Observers: Gerardo Castillo with Ghazala Hashmi campaign, Michael Khandelwal, and Mark Snell-Cook. Marianne McKay (Vice Chairwoman) arrived late at 10:14 a.m.

The Norfolk Electoral Board was called to order on Wednesday, June 18, 2025, at 10:07 a.m. in the Norfolk Circuit Court Clerk's Conference Room, 150 St. Paul's Blvd., 7th Floor to canvass the June 17, 2025 Democratic Party Primary Election and to consider Provisional Ballots cast. A quorum was present. Mr. Ziegenfuss motioned to approve the minutes of the May 6, 2025 Electoral Board meeting. Ms. Carrington seconded. The motion was carried 2 to 0, with Ms. McKay absent. Ms. Carrington motioned to release the Provisional Ballots in the custody of Ms. Yetta Wilkins and the Norfolk Office of Elections to begin preliminary research and review for the Electoral Board. Mr. Ziegenfuss seconded the motion. The motion to release the Provisional Ballots to the Office of Elections was carried 2 to 0, with Ms. McKay absent. Ms. Iles requested permission for staff to begin preparation of election materials for canvass review. The Board agreed. Ms. Carrington requested a recess until 1:00 p.m. Mr. Ziegenfuss seconded. The motion was carried 2 to 0, with Ms. McKay absent. Ms. McKay arrived late at 10:14 a.m. and was updated on the status of events. At 10:19 a.m. the Board recessed.

At 1:04 p.m. the Board reconvened. The Board completed the canvass of the forty-eight (48) precincts that participated in the election. The Board moved to recess the meeting until 11:00 a.m., Monday, June 23rd to allow for the Central Absentee Precinct post-election process and review completion of Provisional Ballots. The canvass will resume in the Norfolk Office of Elections, 810 Union Street (City Hall), Suite 100. The Board recessed at 3:56 p.m.

Present for Election Canvass Day Two – June 23, 2025

Atoy Carrington (Chairwoman), Marianne McKay (Vice Chairwoman), H. Michael Ziegenfuss (Secretary), Stephanie Iles (Director of Elections & General Registrar), Rosanna Bencoch (Deputy Director of Elections & Deputy Registrar), a Deputy City Attorney, and Observer: Mark Snell-Cook.

The Board re-convened on Monday June 23, 2025, at 11:05 a.m. in the Norfolk Office of Elections to complete the canvass of the June 17, 2025 Democratic Party Primary Elections.

The canvass of the Central Absentee Precinct results for Early Voting (CAP EV), Absentee by Mail (CAP AB), and Post-Election (CAP PE) were completed. Ms. Iles presented the provisional ballot research and findings to the Norfolk Electoral Board.

Closed Session – Provisional Ballots:

At 11:50 a.m., Mr. Ziegenfuss motioned to go into closed session pursuant to the Code of Virginia for discussion of Provisional Ballots. Ms. Carrington seconded. A roll call vote was completed - Mr. Ziegenfuss - Aye, Ms. Carrington – Aye, and Ms. McKay - Aye. The motion was approved by a unanimous vote of the Board.

Upon a motion made by Mr. Ziegenfuss and seconded by Ms. McKay and passed by unanimous vote of the Norfolk Electoral Board, the Electoral Board reconvened in open session. Further, at 11:55 a.m. Mr. Ziegenfuss moved to adopt the following certification:

“We certify that the Norfolk Electoral Board convened a closed meeting on June 23, 2025, pursuant to an affirmative vote in accordance with the provisions of the Virginia Freedom of Information Act and that Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law. The Norfolk Electoral Board further certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Board in the closed meeting.”

Ms. McKay seconded the adoption of the certification. A roll call vote was completed - Mr. Ziegenfuss - Aye, Ms. Carrington – Aye, and Ms. McKay - Aye. The Board unanimously voted to approve the certification. Ms. Iles presented the provisional ballot research and findings to the Norfolk Electoral Board.

After review, it was determined that of the 133 total Provisional Ballots cast:

- Two (2) ballots were cast in the wrong locality,
- Six (6) were cast in the wrong precinct
- Three (3) ballots were for individuals either not registered or ineligible

Ms. Iles recommended counting the (122) remaining Provisional Ballots of which:

- Sixty-five (65) were cast due to no absentee ballot being surrendered at the polling place by the voter when a ballot had been issued

- Fifty-six (56) were Same Day Registration Ballots (SDR) for voters who were properly registered and in the correct precinct. This includes 5 Early Voting SDR.
- One (1) ballot was inadvertently issued due to Pollworker error

Mr. Ziegenfuss motioned that the board accept Ms. Iles' recommendations for the 122 Provisional Ballots to be counted. Ms. Carrington seconded, and the motion passed 2-1 with Ms. McKay voting Nay.

The elections staff removed the eligible ballots from the Provisional envelopes and scanned the results for tabulation with Vice Chair McKay and the Deputy City Attorney observing. The Board reviewed the Provisional ballot totals.

Closed Session – Officers of Election:

Mr. Ziegenfuss motioned at 12:00 p.m. to go into closed session pursuant to the Code of Virginia for discussion of Personnel: Officers of Election. Ms. Carrington seconded. A roll call vote was completed - Mr. Ziegenfuss - Aye, Ms. Carrington – Aye, and Ms. McKay - Aye. The motion was approved by a unanimous vote of the Board.

Upon a motion made by Mr. Ziegenfuss, seconded by Ms. McKay, and passed by unanimous vote of the Norfolk Electoral Board, the Electoral Board reconvened in open session. Further, at 12:15:00 p.m. Mr. Ziegenfuss moved to adopt the following certification:

“We certify that the Norfolk Electoral Board convened a closed meeting on June 23, 2025 pursuant to an affirmative vote in accordance with the provisions of the Virginia Freedom of Information Act and that Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law. The Norfolk Electoral Board further certifies that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Board in the closed meeting.”

Ms. McKay seconded the adoption of the certification. A roll call vote was completed - Mr. Ziegenfuss - Aye, Ms. Carrington – Aye, and Ms. McKay - Aye. The Board unanimously voted to approve the certification.

Ms. McKay moved, and Mr. Ziegenfuss seconded, to adopt the Registrar’s recommendation for Officers. All twenty-eight (28) Candidates for Officers of Election were approved.

Ms. Iles entered the Provisional results into the election night reporting system. Abstracts were completed and signed by the Board. The Abstracts and Election Results Certification Checklist were submitted electronically to the Virginia Department of Elections.

The Board scheduled the next meeting for Thursday, July 10, 2025, at 11:00 a.m. in the Norfolk Office of Elections, 810 Union Street (City Hall), Suite 100.

Ms. McKay motioned to adjourn the meeting & Mr. Ziegenfuss. The meeting was adjourned by unanimous vote at 1:15 p.m.

Respectfully submitted,



H. Michael Ziegenfuss, Secretary
June 28, 2025