

Minutes
Norfolk Electoral Board
August 16, 2017

The August 16, 2017, meeting of the Norfolk Electoral Board was convened at 2:15 PM by Chairman Mike Ziegenfuss in the Elections Office. The meeting was also attended by Vice Chair Michael Khandelwal, Secretary Barbara Klear, Director of Elections Stephanie Iles, and Deputy Director Moira Carlson.

It was moved by Vice Chair Khandelwal and seconded by Secretary Klear to approve the minutes of the August 9, 2017 meeting. The motion carried unanimously.

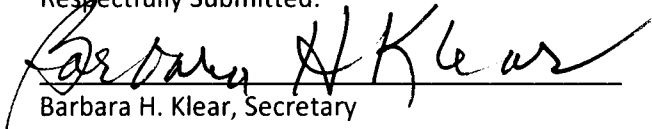
New Equipment/Poll Books – The Board continued with discussion of vendor selection and reviewed the answers to the questions submitted to the vendors. The Board reviewed the final quotes based on our questions. The options of ballot bags versus ballot boxes versus banker's boxes and reusable versus permanently stored were discussed. The ballots must be stored for 2 years and the Clerk of Circuit Court has indicated there is room for 2 years of storing banker's boxes. Decertification – the Board discussed the most recent updates from the State Board of Elections regarding decertification of the DRE equipment.

Annual Performance Review of the Director of Elections & General Registrar – It was moved by Vice Chairman Michael Khandelwal and seconded by Chair Mike Ziegenfuss to go into closed session pursuant to the Code of Virginia for discussion of the Annual Performance Evaluation. The motion carried unanimously. After the closed session ended, the Secretary read the affirmation that only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were discussed. It was moved by Vice Chairman Michael Khandelwal and seconded by Chair Mike Ziegenfuss to affirm adherence to the Act. The motion carried unanimously. (Attached to these minutes are "2016-2017 Performance Goals for the Office of Elections.")

The Board agreed to meet again after the State Board meets to determine possible decertification of the DRE machines.

The meeting was adjourned at 4:41 PM, August 16, 2017.

Respectfully Submitted:


Barbara H. Klear, Secretary

August 16, 2017