

Minutes
Norfolk Electoral Board
November 7 – November 16, 2017

The meeting was convened at 5:05 AM, November 7, 2017 by Chairman Mike Ziegenfuss at the Warehouse. Also present were Chairman Ziegenfuss, Vice Chairman Michael Khandelwal, and Secretary Barbara Klear.

It was moved by Vice Chairman Michael Khandelwal and seconded by Secretary Barbara Klear to approve the list of Officers of Election. The motion carried unanimously.

The Board discussed and assigned precincts to be visited by each Board member.

Chairman Ziegenfuss proposed having an event to honor the staff of the Office of Elections due to the extraordinary work it took to prepare for this election with the new voting system. Ideas were discussed. Vice Chair Khandelwal suggested dinner at Plaza del Sol. The Board asked the Vice Chair to coordinate.

The Secretary suggested sending a letter to the Mayor and Council praising the Office of Elections staff. It was moved by Secretary Klear and seconded by Vice Chair Khandelwal to write such a letter. The motion carried unanimously.

It was moved by Vice Chairman Michael Khandelwal and seconded by Secretary Barbara Klear to recess until 10:00 AM, November 8, 2017 for the canvass of the election.

The meeting reconvened at 10:21 AM, November 8, 2017, by Chairman Mike Ziegenfuss at the office of the Clerk of Court. Also present were Chairman Ziegenfuss, Vice Chairman Michael Khandelwal, Secretary Barbara Klear, Director of Elections Stephanie Iles, Deputy Director of Elections Moira Carlson, and Election Assistant Merle Raynor. Also present at canvass, was Democratic Party observer, Linwood Fisher.

It was moved by Vice Chairman Michael Khandelwal and seconded by Secretary Barbara Klear to direct the staff of the Office of Elections to research the Provisional ballots. The motion carried unanimously.

There was discussion of the need to change the deadline that voters may request absentee ballots by mail. Due to the change of the postal distribution center from Norfolk to Sandston, VA, there is an increasing delay in the delivery of mail.

The Board commenced the canvass.

At 12:21 PM, it was moved by the Vice Chairman and seconded by the Secretary to recess until 1:30 PM for lunch. The canvass was reconvened at 1:40 PM by the Chairman.

At 4:50 PM it was moved by the Vice Chairman and seconded by the Secretary to recess until 9:00 AM, November 9, 2017 to continue the canvass of the election.

The canvass reconvened at 9:20 AM, November 9, 2017 by Chairman Mike Ziegenfuss at the office of the Clerk of Court. Also present were Chairman Ziegenfuss, Vice Chairman Michael Khandelwal, Secretary Barbara Klear, and Director of Elections Stephanie Iles.

At 1:05 PM, it was moved by Vice Chairman Michael Khandelwal and seconded by Secretary Barbara Klear to recess until 2:10 PM for lunch. The canvass was reconvened at 2:30 PM by Chairman Mike Ziegenfuss.

Due to the Federal holiday (Veteran's Day), voters have until 12:00 PM on Monday, November 13th to provide valid photo ID. It was moved by the Vice Chairman and seconded by the Secretary to recess until 1:00 PM, Monday, November 13th to finalize the canvass. The motion carried unanimously.

The canvass reconvened at 3:00 PM, November 13, 2017 by Chairman Mike Ziegenfuss. Also present were Chairman Ziegenfuss, Vice Chairman Michael Khandelwal, Secretary Barbara Klear, Director of Elections Stephanie Iles, and Deputy Director of Elections Moira Carlson.

The remaining precincts were canvassed. The Director of Elections indicated that there were 175 Provisional ballots, 23 of which were for photo identification. It was moved by Vice Chairman Michael Khandelwal and seconded by Chair Ziegenfuss to reject 130 provisional ballots for: 1) being in the wrong locality, 2) not being registered, 3) not providing valid photo ID by deadline, and/or 4) being in the wrong precinct. The motion carried unanimously.

The Director of Elections presented seven (7) photo ID Provisional ballots where voters had provided valid identification by deadline. It was moved by Vice Chairman Khandelwal and seconded by Chair Ziegenfuss to accept these ballots. The motion carried unanimously. The Director of Elections presented Provisional ballots where they verified that the voter was properly registered. It was moved by Vice Chairman Khandelwal and seconded by Chair Ziegenfuss to accept these ballots. The motion carried unanimously. A total of 44 Provisional Ballots were accepted by the Board.

The accepted Provisional ballots were counted.

The Abstracts were prepared and signed.

At 6:24 PM the Chairman declared the canvass completed and recessed until November 16, 2017 at 1:00 PM.

The meeting was reconvened by Chairman Ziegenfuss. Also present were Vice Chairman Michael Khandelwal, Secretary Barbara Klear, Director of Elections Stephanie Iles and Deputy Director Moira Carlson. The minutes of the August 16th, 25th, and 26th meetings were approved. The Board reviewed a letter to the Mayor and Council praising the City staff for their cooperation in expediting purchase of the new voting systems. 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 personnel. 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. The Board discussed operational budget and the impact of the new voting systems and ongoing printing of paper ballots. There was discussion of an increase in Officer of Election stipend. The Director of Elections will draft a letter on behalf of the Board to the City Manager and Council members regarding a request to increase pay for Election Officers. Precinct evaluations were discussed from the November 7th General Election. Recommendations for improvements were made.

The Board approved the minutes from November 7-16th. The meeting was adjourned at 2:00 PM.

Respectfully Submitted:


Barbara Klear, Secretary

November 16, 2017
Date