

Norfolk Electoral Board

Minutes of the March 10, 2021 Meeting

Present

Michael Khandelwal (Chair), Atoy Carrington (Vice-Chair), H. Michael Ziegenfuss (Secretary), Stephanie Iles (Director of Elections & General Registrar)

The Norfolk Electoral Board was called to order at 1:00 p.m. by Mr. Khandelwal in the 6th floor conference room in Norfolk's City Hall.

Approval of Minutes from the February 25, 2021 Electoral Board Meeting

Ms. Carrington moved to approve the minutes from the February 25th Electoral Board Meeting. Mr. Ziegenfuss seconded the motion. The Board unanimously approved the minutes.

Electoral Board Code of Ethics

All Members of the Board signed The Electoral Board Code of Ethics, unanimously approved on February 3, 2021. The original is to reside in the 2021 Board Minutes folder.

Approval of Officers of Election

Ms. Iles presented one (1) Officer of Election for appointment. Mr. Ziegenfuss' motion to approve the Officer was seconded by Ms. Carrington. The Board unanimously voted to approve the Officer for a term ending February 28, 2022.

Electronic Meeting Policy

After a general discussion, the Board adopted the Electronic Meeting Policy authorized by Va. Code §§ 2.2-3707, 2.2-3708, 2.2-3708.1, 2.2-3711, 2.2-3712 and Section 2.3.1.4 & 2.3.1.5 of the 2020 GREB Handbook, Amendment 137 to HB 30 (2020). Ms. Carrington moved to approve the Electronic Meeting Policy. Mr. Ziegenfuss seconded the motion. The Board unanimously approved.

Closed Session: Review of Election Security

At 2:00 p.m., it was moved by Ms. Carrington and seconded by Mr. Ziegenfuss to go into closed session pursuant to the Code of Virginia for discussion of Election Security. The motion was approved by unanimous voice vote of the Board.

Upon a motion made by Ms. Carrington, seconded by Mr. Ziegenfuss, and passed by unanimous vote of the Norfolk Electoral Board, the Electoral Board reconvened in open session at 2:45 p.m.

Further, Mr. Ziegenfuss moved to adopt the following certification:

"We certify that the Norfolk Electoral Board convened a closed meeting on March 10, 2021, 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. Carrington seconded the adoption of the certification, and the Board unanimously voted to approve the certification.

Such other business as may come before the Electoral Board:

Ms. Iles conducted a brief discussion of how new legislation will affect our Fall elections. A possible new satellite voter office was discussed. The next meeting of the Norfolk Electoral Board will be held the first week in April 2021 with date, time, method, and place to be determined.

Mr. Ziegenfuss moved to adjourn the meeting, which was seconded by Ms. Carrington. The meeting was adjourned at 3:36 p.m. by unanimous vote of the Board.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'H. Ziegenfuss', with a long horizontal stroke extending to the right.

Henry Michael Ziegenfuss, Secretary
March 10, 2021