

Mecklenburg Board of Electors
unapproved minutes

February 15, 2022

Present were Jeanne M. Capello Chair, Robert P. Chadeayne Secretary, Yvonne Alexander, and Jason Corwin Registrar.

The meeting was called to order by Ms. Capello at 1:08 PM. Mr. Corwin led us in a brief prayer.

The proposed agenda was agreed to without modification.

The minutes of October 12, 2021 were approved as presented.

Annual reorganization – Motion was made to reappoint Ms. Capello Chair, Mr. Chadeayne as Secretary, and Ms. Alexander as Vice Chair. After brief discussion the motion passed.

Mr. Corwin presented proposed changes to the CAP Statement of Results forms to include both votes cast on machine and manual tally of votes cast. After brief discussion; a motion to adopt the new CAP SOR forms was made and passed.

Mr. Corwin presented a new pre-processing guide for ballots cast at the CAP. This became necessary because of the new requirements introduced for the November, 2021 election. The guide is intended to be a step-by-step process to assist CAP poll workers regardless of previous experience with the process. The guide was submitted to ELECT for review as there were no State guidelines available. Mr. Corwin reported that the state will use the Mecklenburg guide as the frame work for state-wide pre-processing standards. In addition, a pre-processing worksheet has been developed for ballot control, chain of custody, and reporting. The board approved the manual and worksheet by consensus.

FY 2023 Budget – Mr. Corwin presented the proposed budgets for both the General Registrar and Electoral Board. After a line-by-line review both budgets were approved to be forwarded to the County Administrator. Our Five-Year Planning Document was reviewed and approved too, as part of the budget package.

There is state legislation that has been passed by both chambers to require Risk Limiting Audits to be performed after every election prior to state certification of an election. The bill is in cross over awaiting final approval and signature by the Governor.

Officer of Election letter – Mr. Corwin reviewed a letter he is planning to send to each OE restating that attendance at training, prior to an election, is a requirement of being able to work that election. The board is in full support of the training policy.

Mr. Corwin will institute a new policy of access control to the voting machine storage area. Anyone who enters the room will be required to sign a control log stating date, time, and purpose for entry and also stating departure date and time.

Mr. Corwin reported that he has been approached by a company offering a service and technology that allows targeted text messaging to be sent to large groups of people. This service would cost approximately \$7,500. Subsequent to the contact, he determined that the County is using this technology already for the 911 system. Preliminary indications are that the Electoral Board may be able to use the existing system. There may be an application where the board would want such capability. This was left open to future exploration.

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Post-Election Report – Mr. Corwin is proposing that his office prepare an analysis report of election day activity, statistical information, and other general information that can be made available to the public at large. This report will also become a part of the official records of the Electoral Board for future reference.

Mr. Corwin reported that he has accepted Department of Elections committee appointments in the areas of Redistricting, VERIS, and Pre-processing. Also, he informed the board that Mr. Christopher Piper has stepped down as Commissioner.

A motion was made to convene the Mecklenburg County Electoral Board in closed session in order to discuss Mecklenburg's Security Compliance Report and Voting System Security Plan. Motion passed; and at 2:25 PM the board convened in closed session.

At 3:05 PM Ms. Capello reconvened the board in open session. The Chair reported that only business matters pertaining to security compliance and voting system security were discussed during the closed meeting. A motion was duly made and passed to approve the Voting Machine Security Plan dated February 7, 2022 while in closed session.

The next meeting will be March 8, 2022 at 1:00 PM.

The meeting adjourned at 3:07 PM.

Respectfully Submitted,

Robert P. Chadeayne

Secretary