



FREDERICK COUNTY ELECTORAL BOARD

Mary Strenko

Chairman

Kay Dawson

Vice-Chairman

Lynnette Embree

Secretary

343 Sunnyside Plaza Drive, Winchester, Virginia

22603

Final Minutes Frederick County Electoral Board Monday, December 9, 2024

The Frederick County Electoral Board met on Monday, December 9, 2024. Those present were Chairman Mary Strenko, Vice-Chairman Kay Dawson, Secretary Lynnette Embree, and Registrar Rich Venskoske.

Guests Present: Pamela Kennedy, Sherry Long, Delores Stottlemeyer, Linda Whitacre and Rodney Wine.

- 1.) Chairman Mary Strenko called the meeting to order at 8:32 a.m.
- 2.) Vice-Chairman Kay Dawson made a motion to adopt the agenda, including two additional closed sessions. Secretary Lynnette Embree seconded the motion. The motion passed unanimously.
- 3.) A motion to approve the minutes from October 28, November 6, 8, 12, 13, 14, 15 and 20, 2024, was made by Secretary Lynnette Embree, seconded by Vice-Chairman Kay Dawson and approved unanimously.
- 4.) Old Business:
 - a. Voter turnout for the November 5, 2024, General and Special Election was 52,411 voters and a cost of \$155,771.44.
 - b. Election Good and Bad
 - i. The number of Same Day Registration (SDR) applications was quite large, as was the number of provisional ballots cast.
 - ii. The Emergency Operations Center (EOC) interaction with Chiefs on Election Day went well. Thirteen Chiefs called into the EOC to check-in before they left their precincts.
 - iii. There were many complaints from Chiefs and Assistant Chiefs not being able to get through to the Registrar's Office by phone. Registrar Venskoske will investigate a possible fix for the next General Election.

- c. The Risk-Limiting Audit (RLA) went well. Two teams (one Republican and one Democrat per team) pulled twenty-three ballots for the audit. The piece scale was a tremendous help in completing the audit in about one hour.

5.) New Business:

- a. There is a follow-up/de-briefing meeting today with the Chiefs and Assistant Chiefs for the November 5, 2024. General and Special Election.
- b. Lessons learned – Underestimated the number of provisional envelopes needed; additional paper ordered for the Ballot on Demand printer.
- c. The Department of Elections certified the November 5, 2024, General and Special Election on Friday, December 6, 2024.

6.) Registrar Business:

- a. The budget will be discussed in a closed session later in this meeting.
- b. Senior Deputy Registrar Diane Lockhart resigned. Ms. Lockhart's last day of employment was Monday, December 2, 2024. Registrar Venskoske will work with the Human Resources Department and plans to advertise this position in early 2025.
- c. Inclement Weather – In the event of inclement weather, the Registrar's Office follows the Frederick County Administration policy.
- d. Miscellaneous –
 - i. There have been multiple FOIA requests from Mr. Chris Rohland of the Electoral Process Education Corporation. Registrar Venskoske has exchanged emails with Mr. Rohland to confirm the information requested. These requests will take considerable time to fulfill and may cost quite a bit of money. Mr. Rohland stated that money was not an object.
 - ii. The next Virginia Electoral Board Association (VEBA) bootcamp will be held from March 23, 2025, to March 26, 2025.
 - iii. Registrar Venskoske received an email from the Virginia Board of People with Disabilities regarding information given at the training held on October 19, 2024, regarding the #9 on a Virginia Driver's License.
 - iv. Registrar Venskoske shared some of the complaints filed by observers from early voting.
 - v. Registrar Venskoske also shared an email from Attorney General Miyares regarding the right of voters to have their ballots hand counted.

- vi. The Registrar sent a memo to the Frederick County Finance Department asking for the additional \$25,000 requested for postage for the November 5, 2024, General and Special Election to be returned to the General Fund.

7.) Citizen Comment –

- a. The Electoral Board and Registrar Venskoske heard from the following citizens:
 - i. Delores Stottlemeyer – Ms. Stottlemeyer would like to request a hands-on training for the general elections as this may help alleviate issues on Election Day. She also stated that Same Day Registration (SDR) applications and provisional ballots were an issue for the November 5, 2024, General and Special Election.
 - ii. Sherry Long – Ms. Long stated that the tree trimming that occurred at Sunnyside Plaza during the early voting period created issues for noise and dust. She also stated that the Chiefs were very cooperative with the poll watchers.
 - iii. Rodney Wine – Mr. Wine continues to express his dissatisfaction with the appointment of Officers of Election and that these appointments need to be done by the law. He stated that Chiefs were not following the law when it came to poll watchers/observers during early voting and on Election Day. Mr. Wine suggested that the Chief and Officer of Election manuals be available online. He mentioned that Officers of Election are the ones to return the ballots to the Registrar's Office on Election Day. The suggestion of changing the Electoral Board meeting time so more people could attend as well as recording the meetings and posting them online was made. New Officers of Elections should work early voting so they can learn more of what occurs on Election Day. The #9 on a Virginia Driver's License does not necessarily mean the person is not a U.S. citizen. Driver's Privilege Cards are not an acceptable form of identification to vote in elections. Mr. Wine also asked how many people who completed Same Day Registration (SDR) applications were convicted of felons and referred to Commonwealth's Attorney Ross Spicer?

- 8.) Vice-Chairman Kay Dawson made a motion to move into closed session to discuss the proposed budget of 2025-2026 Office of Elections and Electoral Board. Secretary Lynnette Embree seconded the motion, and the motion passed unanimously.
- 9.) Secretary Lynnette Embree made a motion to come out of closed session. Vice-Chairman Kay Dawson seconded the motion. The motion passed unanimously.
- 10.) Vice-Chairman Kay Dawson made a motion to move into closed session to discuss the Officer of Election evaluations received from the Chiefs after the November 5, 2024, General and Special Election. Secretary Lynnette Embree seconded the motion, and the motion passed unanimously.

- 11.) Vice-Chairman Kay Dawson made a motion to come out of closed session. Secretary Lynnette Embree seconded the motion, and the motion passed unanimously.
- 12.) Vice-Chairman Kay Dawson made a motion to move into closed session to discuss Electoral Board matters. Secretary Lynnette Embree seconded the motion. The motion passed unanimously.
- 13.) Vice-Chairman made a motion to come out of closed session. Secretary Lynnette Embree seconded the motion, and the motion passed unanimously.
- 14.) The next meeting of the Frederick County Electoral Board will be held on Monday, January 13, 2025, at 8:30 a.m.
- 15.) A motion to adjourn was made by Vice-Chairman Kay Dawson, seconded by Secretary Lynnette Embree and passed unanimously.

Respectfully,

Lynnette Embree,
Secretary

 Chairman

 Vice-Chairman

____ Secretary

____ Date