



County of Dinwiddie Electoral Board

BOARD MEMBERS

EMMA RUFFIN
CAROLYN WORSSAM
JAMES TALBOT

Dinwiddie County Electoral Board Meeting Minutes May 17, 2023 @ 11:00 A. M.

- 1. Call to Order/Roll Call** - The chair called the meeting to order at 11:00 A. M. The roll was called and all members were present. (Chair Emma Ruffin present, James Talbot, Vice Chair present, Carolyn Worssam Secretary present)
- 2. Prayer** - The Lord's Prayer was said by all.
- 3. Pledge of Allegiance** - The Pledge of Alliance was said by all.
- 4. Approval of the Agenda** - A question was raised by C. Worssam about #6 on the agenda. A motion was made by C. Worssam, Secretary to remove agenda item 9 from today's agenda because the Boards members had decided to discuss the evaluation and reappointment of the General Registrar on May 22, 2023. Motion was seconded by James Talbot, all voted aye. Motion carried.
- 5. Approval of Minutes**

The minutes for April 10, 2023 and April 19, 2023 are ready and were sent to each board member and the secretary's email to be disseminated at the meeting this morning not knowing we were meeting in this room. Unable to make copies in time for approval today. The Chair called for a motion to delay the approval of these minutes until our May 22, 2023 meeting. The motion was made by James Talbot and seconded by Emma Ruffin. All voted aye. Motion carried.

6. Discussion of Staffing Plan for June 20, 2023

The chair Ms. E. Ruffin requested an updated copy of the Dinwiddie County Precinct List be sent to all Board members. Ms. Worssam will send the list out this week to board members.

Ms. Wray handed out a staffing plan which was completed for the board to approve. She also handed out a list of officers of election for review. Ms. Worssam raised many concerns about the assignments and suggested officers should be contacted to discuss reassignments rather than let them find out at election time they had been moved to another polling. A lot of officers will be called. This should be done before the next meeting.

Dana Tipton will be assigned to Reams as Chief. This is where she votes and where she wants to work. She asks that she NOT be moved from polling place to polling place.

Rebecca Burton worked as the Assistant Chief during the Special Election in February so I will ask her if she will agree to be the Assistant in June. Ms. Worssam has already called several people.

A list of citizens who had expressed interest in being an officer of election was handed out. Mr. Talbot and Ms. Ruffin divided the list and will give a report at the next meeting.

7. Training Plan Finalization

A lengthy discussion ensued regarding the teaching plan submitted by the General Registrar she developed for the board to use. New officers would not receive the usual training but would spend time with the Registrar (get their Election Day Guide and What If), then be assigned to work along side an Officer of Election at check in at the Absentee Voting table checking in voters. This would be their pollbook training also they would learn how to help at voter during curbside voting. The new officers would take the on-line training only.

Ms. Worssam objected to new officers of election checking in voters with no previous experience. Mistakes can be made and if the officer who is helping the new officer is busy then any mistakes could be missed or forgotten with the result being an inaccurate election result.

Ms. Wray agreed to remove the item that mentioned to new officer would not touch the electronic pollbook and suggested on Board member or the entire board could attend and observe the process. No motion was offered or made.

James Talbot, Vice Chair suggested the board come up with a list of test questions of new officers after their training.

Pollbook training will not be offered to other officers of election because they had worked the Special Election in February and the November General Election in November 2022.

Dates for Training were set for June 7, 2023 6:00 P.M., June 13, 2023 at 6:00 P.M. and Saturday June 10, 2023 at 11:00 A.M.

Ms. Wray brought up the Registrar from Mecklenburg's plan for Mock Elections in his county. Ms. Wray wants to see what his plan is about and use his plan if she likes it.

A Mock Election was discussed by Ms. Worssam as an alternative to training. This method uses the Election Day Guide and the What If provided by The Department of Election. In using the Guides, the officers would be going through their duties for the day.

The Chair Ms. Ruffin called for a motion to approve the training plan. The motion was made by James Talbot and seconded by E. Ruffin who voted aye. Ms. Worssam voted NAY. Motion carried.

8. Public Comments: None

9. (deleted) Closed Session 2.2-3711 (A) (1) Personnel

A. Discussion regarding the Evaluation and Appointment of the General Registrar

10. Next Meeting: May 22, 2023 at 11:00 A.M. in the School Board Room.

11. Adjournment:

Chair called for a motion to adjourn the meeting. Ms. Worssam made the motion and seconded by James Talbot. Motion carried. Meeting adjourned at 2:07 P.M.