

# Dinwiddie County Electoral Board

14016 Boydton Plank Road, Dinwiddie, Virginia 23841

## **Board Members Present**

Emma Ruffin – Chair  
Angela Mayton – Vice-Chair  
James Talbot – Secretary



## **Staff Present**

Stephanie Wray, Registrar

## Minutes

September 25, 2024

11:00 AM

### **1. Call to Order/Roll Call**

The meeting was called to order by Emma Ruffin at 11:00.

### **2. Prayer & Pledge of Allegiance were done at 11:01**

### **3. Approval of the Agenda**

Upon motion by J. Talbot , seconded by A. Mayton, the agenda was approved as presented at 11:03

Aye: Angela Mayton, James Talbot, Emma Ruffin.

No: None

### **4. Approval of Minutes**

Upon motion by J. Talbot , seconded by A. Mayton, the minutes for 9/09/24 were approved as presented.

Aye: Angela Mayton, James Talbot, Emma Ruffin.

No: None

### **5. Reports**

- A. Board Members: J. Talbot presented an apology for mis-stating Ms. Mayton's name for the last 9 months. Mr. Talbot stated he would attempt to be more accurate in the future. Ms. Ruffin gave a report on her registration event on 9/21/24 at the West Petersburg Baptist Church. She stated there was much interest at the event although there were no new registrations.
- B. Registrar: Ms. Wray gave a report on the dates for L&A on voting machines and EPB's in October; for preprocessing mail in ballots; deadlines for requesting a ballot by mail and registering/change registration; canvassing post-election; and RLA. She also reviewed her delegated duties pertaining to the November election. She also provided a Cumulative Control Total of ballots for the 2024 November General Election as of 08:30 a.am 9/25/24.

### **6. Public Comments:**

None

**7. New Business:**

**a. Preliminary Staffing Plan:**

The Board and Ms. Wray discussed each precinct centered with possible chiefs, co-chiefs, assistant chiefs, and OOE. The number of OOE's needed at each precinct and Party Representation were factors considered.

Upon a motion by J. Talbot , seconded by A. Mayton , it was moved that the staffing plan for each precinct agreed to by the Board be accepted with the provision that changes may be needed due ongoing circumstances. Voted on at 13:21

Aye: Angela Mayton, James Talbot, Emma Ruffin.

No: None

**b. Training plan**

Dates for training of new OOE's, Chiefs, assistant chiefs, and experienced OOE's was given. Plans for covering the Safety and the Security of the election, emphasizing de-escalation and election protocol and chain of custody were reviewed.

Upon motion by J. Talbot, seconded by A. Mayton, the training plan was approved at 13:55.

Aye: Angela Mayton, James Talbot, Emma Ruffin.

No: None

**8. Schedule Next Meeting:**

The next meeting was scheduled for Oct. 16 @ 11:00.

**9. Adjournment**

Upon motion of A. Mayton, seconded by J. Talbot , the meeting was adjourned at 14:55.

Aye: Angela Mayton, James Talbot, Emma Ruffin.

No: None

**Submitted by,**

**James Talbot, Secretary**