

# 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**

April 16, 2025

11:00

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

The meeting was called to order at 11:03; roll called – present Emma Ruffin, James Talbot. Not present Angela Mayton due to illness.

### **2. Prayer & Pledge of Allegiance were said at 11:04**

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

Upon motion of J. Talbot, seconded by E. Ruffin, the agenda was approved as presented.

Aye: James Talbot, Emma Ruffin.

No: None

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

Upon motion of J. Talbot, seconded by E. Ruffin, the minutes for were approved as presented at 11:06.

Aye: James Talbot, Emma Ruffin.

No: None

### **5. Closed Session:**

#### **A. 2.2-3711 (A) (1) Personnel: Interview of Officers of Election**

#### **B. 2.2-3711 (A) (34) Discussion or consideration of voting security matters made confidential pursuant to 24.2-615.**

##### **i. Local Election Security Standards Remediation Plan**

##### **ii. Voting Systems Security Plan**

At 11:07 AM, upon motion by J. Talbot, seconded by E. Ruffin, the Board went into a closed session.

Aye: James Talbot, Emma Ruffin.

No: None

Upon motion of J. Talbot, seconded by E. Ruffin, the Board came out of Closed Session at 11:39 AM.

Aye: James Talbot, Emma Ruffin.

No: None

Upon motion of J. Talbot, seconded by E. Ruffin, whereas no member has made a statement that was a departure from the lawful purpose of the closed meeting or the matters identified in the motion discussed, be it certified that only those matters as were identified in the motion were heard, discussed, or considered in the closed meeting.

Aye: James Talbot, Emma Ruffin.  
No: None

**6. Reports: 11:40**

**A. Board Members:**

The EPB blackout problem was discussed. Calvacere is still waiting for the State Department of Elections to approve methods to solve the problem.

**B. General Registrar:**

- New computers for G.R, & D.R. to improve efficiency;
- Change in the layout of the Registrar's Office to improve physical security now and for future change to guard access to sensitive areas of the office;
- L&A to be on 4/24/25 at 9:00 with EPB testing afterward;
- Electoral Board to receive 3% raise for next fiscal year;
- New blinds for the Registrar Office to improve physical security;
- New more effective scanners for EPB purchased; and
- Certification of June Primaries to be on 6/23 instead of 6/25.

**7. Public Comments: 11:50**

Meeting was made open for public comments. Carolyn Worrmsam – affiliated with Republican Party- asked questions about non-citizen Driver's Licenses and if election officers received training about this and asked about the certification of the Electronic Pollbooks. Ms. Wray responded to these questions. Mr. Talbot stated that Public Comments were for comments, not a question/answer period that would obstruct the meeting.

**8. New Business: 11:59**

**A. Appointment of Officers of Election**

No officers of election were appointed because none showed up for interviews

**B. Approval of Voting Systems Security Plan:**

Upon motion by J. Talbot, seconded by E. Ruffin the voting security plan and was approved as presented.

Aye: James Talbot, Emma Ruffin.  
No: None

**C. Acknowledgement : Local Election Security Standards Remediation Plan:**

Upon motion by J. Talbot, seconded by E. Ruffin the voting security plan and was approved as presented.

Aye: James Talbot, Emma Ruffin.  
No: None

**D. Approval of ballots for the June Primary elections:**

Ballots for the June Republican and Democratic Primaries were reviewed by the Board. A motion was made by J. Talbot, seconded by E. Ruffin, to approve the ballots. Motion was passed.

Aye: James Talbot, Emma Ruffin.

No: None

**E. Approval of Ballot Order for the June 17, 2025 Primary Elections:**

After a discussion about the number of ballots that may be needed for the June Primary Election, a motion was made by J. Talbot to order 2,900 Democratic ballots and 2,850 Republican ballots for a total cost of \$1437.50. Motion seconded by E. Ruffin and was passed.

Aye: James Talbot, Emma Ruffin.

No: None

**F. Approval of Training Plan:**

Ms. Wray presented a plan for training for the June primaries. The Board reviewed the plan and a motion was made by J. Talbot, seconded by E. Ruffin, that the plan be approved with allowances for any change that may be necessary. Motion passed.

Aye: James Talbot, Emma Ruffin.

No: None

**G. Appointment of Machine Custodians:**

A motion was made by J. Talbot to reappoint the current machine custodians: David Thompson, David (Scott) Thompson, Jr., and Election Services Online staff. Motion seconded by E. Ruffin. Motion passed.

Aye: James Talbot, Emma Ruffin.

No: None

The Board discussed purchasing “cages” for the voting machines when possible with grants in the future. The Board and Ms. Wray were in favor of this.

**9. Adjournment:**

A motion was made by J. Talbot, seconded by E. Ruffin, to adjourn. Motion passed. Meeting adjourned at 12:35

Aye: James Talbot, Emma Ruffin.

No: None

Submitted by

James G. Talbot, Secretary