



MINUTES

Floyd County Electoral Board Meeting

7 September 2023

Call to Order: 1:08 pm

Attending: Brecc Avellar, Chairman, by Phone
Becky Howell, Vice Chair Robert C. Smith, Sec.
Donna Sweeney, Staff Kim Via, Staff
Tracy Mattson, Chief Officer
Paul Kitchen, Democratic Party Rep.
Debra Johnson, Independent Rep.
Consulting, Amy Ingram, General Registrar

On Motion: Review and Adoption of
Minutes of 12 Aug., Motion by R. Smith, 2nd by B. Howell,
Adopted Unanimously

Election Officers Debriefing,

Check, Indian Valley and Willis: Discussion on procedures and process regarding the need for 2 Officers of Election of opposite parties having custody of the AB Ballot Drop Box, and location of same. Also, the issue of sign-off of open and closing tapes and SORs in the event of any absent Officers due to lateness in the morning, and departure at EOD to transport the AB ballot box to assure chain-of-custody, and a consistent signature accounting on tapes and forms. These and matters from prior meeting will be addressed by the Board at a future meeting.

G.R. Report: Update on IT/Physical Security, the ".gov" domain has been approved, and changeover is in progress. Upon installation, all existing email traffic will be rolled over into new account by the County IT dept. The Board will be delegating a qualified equipment tech to manage this task using a VPN as our access portal. The Board will be requesting a Framework Computer for use by our designated tech moving forward, and he will be managing the system on thereafter. As to the new Courtroom space next to the Registrars Office, the asbestos cleanup is almost done, and expected completion is on or before 18 Sept.

On Motion by R. Smith, 2nd by B. Howell, adopted unanimously, Consideration and Adoption of Motions proposed:

On Motion: Discussion on Server and Network, After deliberation The Board authorized the GR to start setup of the Gateway access as discussed above, and on Motion by R. Smith and 2nd by B. Howell Adopted unanimously, Authorized the G.R. to initiate the purchase process in the framework computer needed to complete the setup of compliant standalone IT capacity and internet presence for the Electoral Board.

On Motion: Early Voting and New Space - Early voting to commence on Friday, 22 Sept. at Courthouse, we expect to be able to use the new space to accommodate the voting public, but will plan on a two-track basis. Renovation on the space is nearing completion with asbestos remediation expected to be finished by 18 Sept.

On Motion: Discussion, Selection of additional Officers - The Board considered a newly-submitted application by an Officer of Election candidate, the individual chose to be considered as a Republican, and on Motion by B. Howell and 2nd by R. Smith, adopted unanimously, to accept the application, being contingent upon the required approval by Republican Chairman Joe Turman.

On Motion: Discussion, L&A and Training Meetings - L&A Testing, L&A to be conducted on 14 September, with the setup at 8:00 a.m., official commencement at 10:00 a.m.

On Motion: Discussion, ADA Survey of Polling Places - Survey completion date is 16 October, discussed the potential of funding to modify the entry door at IVES for compliance. R. Smith and staffers D. Sweeney and W. Harbour will begin the process on the project.

On Motion, Discussion on Ballot Box Retainer Repair - R. Smith advised the Board that we have 5 ballot boxes with broken/missing pullcords, and wanted to see about obtaining repair kits. Board deferred the matter to the upcoming L&A session when the HART Representative will be here.

On Motion, Discussion of any New Business - No new business proposed

On Motion: Set next Meeting Date: Meeting set on Motion by B. Howell, 2nd by R. Smith for 12 October, 1:00 p.m.

No Further Business, Meeting Adjourned on Motion and 2nd: B. Howell, 2nd, R. Smith, adopted unanimously,