



Floyd County Board of Elections and Registration

April 18, 2023

Election Center

Caucus	5:30 PM
Meeting	6:00 PM

PRESENT: Elections and Registration Board Members Jerry Lee, Ralph Davis, Corey Townsend, Gary Stamper, Layla Shipman, Election Supervisor Akyn Trudnak, County Attorney Virginia Harman.

- I. **Welcome** – Chair Lee called the meeting to order.
- II. **Pledge of Allegiance**
- III. **Approval of Agenda** – Layla Shipman made a motion to amend the agenda to correct the date on the agenda. A 2nd was made by Gary Stamper. A vote of 5-0 was made to amend the agenda. Chairman Lee requested a motion to approve the amended agenda. A motion was made to approve the amended agenda by Ralph Davis. A 2nd was made by Gary Stamper. Motion to approve the amended agenda was voted on by board by a vote of 5-0.
- IV. **Approval of the Minutes from Previous Meeting** – Chairman Lee requested a motion to approve the minutes of the previous meeting. A motion was made to approve the minutes by Ralph Davis and a 2nd was made by Gary Stamper. Motion to approve was voted on by board by a vote of 5-0
- V. **Election Supervisor Report** – Ms. Trudnak reported that the tabulation tapes are still hanging on the wall due to additional Open Records Requests that are being made region wide. These tapes are extremely fragile and they will be left up in case of additional requests in Floyd County. The Elections office will be reorganizing soon. There will be a need for additional furniture. Ms. Trudnak asked for board input on what the board might need for executive sessions and election night. Chairman Lee suggested that a long table and chair would be sufficient for the board's needs. Layla Shipman also mentioned that table and chairs would be less expensive and suit the needs for the board. Ms. Trudnak also discussed how the offices will be changing during the reorganization. The clean up in the office is still going strong. The interview process for election tech should start soon. The county is still tweaking the job description for Assistant Superintendent position. Ms. Trudnak also wanted to thank the staff for great customer service reports. The first voter election meeting went great, with amazing panel of experts. They were a great addition to the educational series. Ralph David asked about high school voter educations. Ms. Trudnak reminded that voter registration is still available and DDS, libraries, online, and other means. Students can register at 17 ½ years old but cannot vote until they turn 18 years old.
- VI. **County Attorney Report** – Ms. Harman stated that we are making progress on Open Records Requests, but new ones are still coming in frequently. Friday, the County



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Clerks Office hired an additional clerk that is a paralegal. She will be partially responsible for the Open Records Requests. This will help give us another set of eyes and hands on processing requests. The keep staff from burn out and working late nights and weekends, the new staff will help to work methodically through requests. Ms. Harman would like to give a 6-month update on status of requests at the June meeting. Ralph Davis asked Ms. Harman if there is a common request that we could use to streamline the process. Ms. Trudnak said they are working on keeping up with the Open Records Requests to find common requests. Ms. Harman said that in preparation for 2024 elections, tabulation tapes will probably be part of requests and they are hard to digitalize. We are making links for things that can be public and we know ahead of time will be subject to get Open Records Requests.

- VII. New Business** - Ms. Trudnak presented the invoice for cost of warranty service through Dominion for our election machines, equipment and components. The cost of the warranty versus what is covered/not covered was discussed. It seems not a lot of things are covered to justify the entire cost. Corey Townsend wants perform due diligence and look in depth at the different elements of the charges so that the board can make the best recommendation. Mr. Davis made a motion to table the discussion and Mr. Townsend made a 2nd. The board voted 5-0 to table the recommendation.
- VIII. Public Participation** - There was no public participation at this meeting.
- IX. Other Business** - No other business at this time.
- X. Executive Session** - Corey Townsend made a motion to move to executive session. A 2nd was made by Ralph Townsend. The Board voted 5-0 to move to executive session to discuss personnel and legal matters. No action was taken during executive session.
- XI. Adjourn** — Seeing no further business to come before the Board, the meeting was adjourned.