

BOTETOURT COUNTY ELECTORAL BOARD

EMERGENCY MEETING OF MARCH 17, 2020

On March 17, 2020, the Secretary, Buck Heartwell, called an emergency meeting of the Botetourt County Electoral Board to discuss closing the Registrar's office temporarily in response to the spreading coronavirus. The meeting was held by telephone conference call. All members participated, as did the General Registrar/Director of Elections, Traci Clark. The conference call was hosted by Traci and the Chairman, John Rader, called the meeting to order at 2:30 pm.

The Board was made aware that Governor Northam had declared a statewide state of emergency on March 12th because of the coronavirus. Traci also reported that the Governor had just issued guidance for closures and "social distancing" in a variety of contexts – including the closing of DMV offices (a prime source of voter registrations) throughout the state. Most Botetourt County offices had been closed, she said, and all non-essential employees had been asked to work from home until March 30th. The GR/DOE had also contacted ELECT which advised that office closures were to be decided locally.

Traci then explained that she and the Deputy Registrar had computer links to the office which would allow them to take care of most office business from home if the office were closed. One of the Assistant Registrars would come in from time-to-time to take care of business that couldn't be handled remotely.

After further discussion, Buck moved that the office of the GR/DOE be closed from March 18, 2020 until March 30, 2020. During this period the General Registrar and the Deputy Registrar would work remotely from their homes. An Assistant Registrar would come in periodically to take care of business that could not be handled remotely. Phone calls into the office would be returned as soon as possible, and notice of closure would be posted on the office door and on the County's website, the County's COVID19 website, and the office's social media page.

A roll call vote on the motion was taken as follows:

John Rader Aye

Steve Vaughn Aye

Buck Heartwell Aye

Accordingly, the motion passed. There being no further business to come before the Board, the meeting was adjourned.

Buck Heartwell, Secretary