

MONTGOMERY COUNTY ELECTORAL BOARD

Minutes

August 29, 2016

The meeting was held at the Montgomery County Government Center, 755 Roanoke Street, and was called to order at 10:00 am. All Board members were present. Registrar E. Randall Wertz was in attendance.

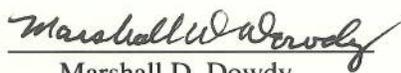
Secretary Williams moved that the minutes from the August 10, 2016 meeting be approved. Vice-Chairman McKenzie seconded the motion. The minutes were approved unanimously.

The Board discussed documents to be provided to Officers of Election as training materials. New Officers are being asked to review the PowerPoint training presentation and the *Election Day Guide* before attending their small-group training session. Secretary Williams is providing a link to the documents on the Montgomery County website. Paper copies will be sent via the U.S. Postal Service to those Officers without e-mail. Paper copies will also be available for pick up at the Registrar's office for those Officers who are not comfortable reviewing the documents online and cannot print at home.

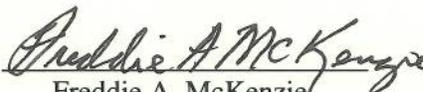
The Board reviewed the text of an advertisement to be placed for the hiring of the new Director of Elections & General Registrar. The Board also discussed the schedule for advertising, interviewing, and hiring of the new Registrar. Secretary Williams will arrange for a meeting with Clay McCoy, Director of Human Resources, to review the process and timeline.

Registrar Wertz reported that the office has received eight hundred voter registration applications from Virginia Tech students. Some applications were missing required information. The Virginia Department of Elections advised third-party groups of the need for proper completion. Registrar Wertz reported that he is hiring temporary employees to assist with his office's increased work load. Mr. Wertz suggested site visits to the new B-3 and D-5 polling places in early October.

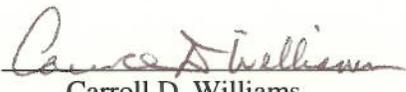
The meeting was adjourned at 11:25 am.



Marshall D. Dowdy  
Chairman



Freddie A. McKenzie  
Vice-Chairman



Carroll D. Williams  
Secretary