

Minutes

On April 26, 2018 the Roanoke County Electoral Board met in County Administrator’s conference area of the County Administration Building.

Chair Ronkeith Adkins, Vice-chair Gailen Miles, and Secretary Dana Martin, County Administrator Tom Gates, and County Auditor Tanya Catron were in attendance.

One general public observer attended.

Chairman Adkins called the meeting to order at 10:00AM.

With the only agenda item being revision or development of policies and procedures, Chair Adkins deferred presiding to Administrator Gates.

Administrator Gates iterated the prevailing overall policy including relevant points that:
Electoral Boards are a state entity.
Electoral Boards are functionally part of the county.
Electoral boards set determine their own policies and procedures for complying with state mandates.
Electoral Board policies and procedures need to work cohesively with county procedures.

Mr. Gates offered to make county staff and resources available to advise or train the Electoral Board or Registrar personnel in developing compatible policies and procedures.

Mr. Gates further clarified that county does not decline reimbursement for travel items fitting Electoral Board or Department of Elections policies.

Tanya Catron volunteered to help the board formulate or verify compatible policies and procedures. Without a formal resolution, the board embraced and appreciated her offer but did not set a date to begin the process.

The meeting adjourned at 10:43AM.

The next meeting is expected to be on Wednesday, May 2, 2018 at 11:30AM in the General Registrar’s Office at the County Administration Building.

Secretary

Chair

Vice Chair