



VOTER REGISTRATION & ELECTIONS DEPARTMENT ELECTORAL BOARD MEETING

Phone: 434.432.7971

P.O. Box 460
Chatham, VA 24531

Fax: 434.432.8062

March 3, 2026

Call to Order

The Electoral Board of Pittsylvania County meeting was called to order at 10:00 a.m. with Chair Arlene presiding.

Members present: Arlene Burkhardt (Chair), Jackie Menefee (Vice Chair), Anita White (Secretary)

General Registrar: Shani Shorter (present)

Guests: Scott Bud

Approval of Agenda

Secretary Anita moved to approve the agenda with the following edits:

- a. Add under New Business:
 - (1) Review and approve Electoral Board Precinct assignments
 - (2) Discuss the purchase of security equipment
- b. Add the following Announcements:
 - (1) ADA evaluations
 - (2) Bachelor's Hall precinct relocation

Motion approved by unanimous consent.

Statement of Conduct

Vice Chair Jackie read the statement of conduct.

Approval of Previous Minutes

The minutes from the February 3, 2026 meeting were presented. Minutes were approved by unanimous consent.

Public Comments

There were no public comments.



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Closed Session

Motion: Chair Arlene moved to table the remainder of the open meeting and enter into closed session under VA Code 24.2-410.2 Security of the Virginia voter registration system and VA Code 24.2- 625.1 Voting equipment security to review protocols for maintaining the security and integrity of Pittsylvania County electronic voting system and the supporting technologies. The Board included General Registrar Shani Shorter and Pittsylvania County IT Director Scott Bud as part of the closed session.

Motion approved by unanimous consent.

The Board reconvened from closed session at 11:56 a.m.

Motion: Chair Arlene moved that we take from the table the remainder of the Open Meeting.

Motion approved by unanimous consent.

Certification of Closed Session

The closed session was held to review protocols for maintaining the security and integrity of Pittsylvania County electronic voting system and the supporting technologies. Upon conclusion, the Board certified the closed session per VA Codes 2.2-3712, 24.2-410.2 and 24.2-625.1, affirming that to the best of their knowledge: (i) only public business matters lawfully exempted from open meetings requirements under the relevant chapter, and (ii) only such public business matters as were identified in the motion convening the closed meeting, were heard, discussed, or considered during the session. A roll call vote confirmed the certification as follows:

- Chair Arlene - yes
- Vice Chair Jackie - yes
- Secretary Anita - yes

Motions from Closed Session:

-Secretary Anita moved to accept the Pittsylvania County Department of Elections System Security Plan (SSP) for 2026 with the indicated remediations actions.

Motion approved by unanimous consent.

-Secretary Anita moved to accept the Local Election Security Standards 2026 Results and Recommendations as presented.

Motion was approved by unanimous consent.



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Chair Arlene moved that the Election Department considered the purchase of Runbeck Election services Vote Center Hubs, Quantity of 30, in the amount not to exceed between \$131, 250 to \$150, 000.

Motion was approved by unanimous consent.

Unfinished Business- None

New Business -

Chair Arlene moved to approve the Precinbt assignments as presented with discussions going forward concerning updates for future elections.

Motion was approved by unanimous consent.

General Registrar's Report was received and place on file. -

The following motion and updates were adopted.

Chair Arlene moved to change the Early Voting start date for the August 4, 2026, Primary election from June 19 to June 18 because of the Juneteenth holiday.

Motion was approved by unanimous consent.

The Electoral Board gave directions to the General Registrar to start the planning and coordinating efforts concerning the move of the Bachelors Hall precinct due to the renovation of the Fire Station where it is located.

General Registrar reported that the remediation actions to increase supplemental lightning at the Precincts as needed was completed.

Next Meeting-

The following items will be discussed at the next meeting:

- ADA reports that are due in August
- Letter of Notification for EO assignments
- General Registrar Evaluation due June

The next meeting will be April 22, 2026, at 10:00 a.m.

The Canvass will be April 22, 2026, at 1:00 p.m.

Adjournment



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With no further business to address, the meeting was adjourned at 12:29 p.m.

Anita A. White
Secretary
Pittsylvania County Electoral Board

DRAFT

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Registrar's Report to the Electoral Board **March 3, 2026**

Election Activity Update

Early in-person voting for the upcoming election begins Friday, March 6. The office is prepared to transition into early voting operations, including staffing, equipment readiness, and security procedures.

Training for Absentee Voting and Early Voting will be held tomorrow, ensuring staff are fully prepared prior to the start of early voting operations.

In addition, the Logic and Accuracy (L&A) testing was completed on Monday, confirming voting equipment is functioning properly and in accordance with required standards.

Security & Compliance Deadlines

The following security-related submissions are required for 2026 and are being tracked to ensure timely compliance:

- April 1, 2026
Submit the 2026 LESS Remediation Plan via the Security Services portal in Jira.
- May 1, 2026
Submit the 2026 LESS Acknowledgment via the Security Services portal in Jira.
- August 28, 2026
Submit the Electoral Board's 2026 Voting System Security Plan (VSSP) annual certification letter to the Department of Elections.

After today's session, we will have submitted all required documents ahead of schedule in March.

2026 Primary Election Overview

The 2026 Primary Election for all offices will be held on:

- Tuesday, August 4, 2026

There will be no June primary election in 2026, as the primary date has been shifted pursuant to legislation and guidance (HB29, Candidate Bulletins, and the February 24, 2026 advisory).

Early Voting – 2026 Primary

- Early in-person voting begins Friday, June 19, 2026.
- If a locality is closed on June 19 due to the holiday, early voting will instead begin on Thursday, June 18, 2026, in that locality.

Special Election Restrictions

- No special elections may be held from April 22 through June 10, 2026.
- Under budgetary language from this recent General Assembly session, no special elections may be held from June 11 through August 4, 2026.



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Precinct Changes

- Except as otherwise provided by law, no precinct changes may be made through June 19, 2026.

Closing

The Department of Elections continues to monitor statutory deadlines, election scheduling changes, training requirements, and security compliance obligations to ensure all elections are conducted lawfully, securely, and in accordance with state and federal law.

Respectfully Submitted,

A handwritten signature in blue ink, reading "Shani Shorter", with a long horizontal flourish extending to the right.

Shani Shorter
General Registrar & Director of Elections