

**NOTICE OF MEETING
WARREN COUNTY BOARD OF ELECTIONS**

The regular board meeting for the Warren County Board of Elections will be held on Tuesday, May 9, 2023 at 5:00 PM at the Warren County Board of Elections office located at 309 N. Main Street-Annex Building, Warrenton, NC.

The purpose of the meeting is to conduct regular business for the Warren County Board of Elections. For additional information, please contact the Warren County Board of Elections at 252-257-2114.

**Esther Terry-Chair
Warren County Board of Elections**

AGENDA
WARREN COUNTY BOARD OF ELECTIONS
REGULAR BOARD MEETING
MAY 9, 2023, 2023-5:00 PM
309 N. MAIN STREET-WARRENTON NC
ORDER OF BUSINESS

I. Call to Order Chair Esther Terry
ACTION: _____

II. Pledge of Allegiance

III. Adopt Agenda
ACTION: _____

IV. Citizen Comment:
ACTION: _____

V. Approve Minutes of Meeting for March 14, 2023
ACTION: _____

VI. Director's Report
ACTION: _____

IV. Other Concerns
ACTION: _____

V. Adjourn.

MINUTES
WARREN COUNTY BOARD OF ELECTIONS
REGULAR MEETING
MARCH 14, 2023-5:00 PM
309 N. MAIN STREET-WARRENTON, NC

PRESENT: Esther Terry, Henry L. Durham, Jr., Walter Hundley, James Roberts, Director Debbie Formyduval, Deputy Director Robin Irby, Staffer-Carlisa Jiggetts. Betty Mazor was absent.

Chair Esther Terry called the meeting to order at 5:00 PM.

All present stood for the Pledge of Allegiance.

CITIZEN COMMENT: No citizens were present for public comment.

Walter Hundley made a motion to accept and approve the minutes for February 14, 2023. The motion was seconded by Henry Durham and passed 4-0.

Director Formyduval shared that staff had participated in a statewide tornado drill on 3/8/2023 and that all staff had been enrolled in a CPR Class to be conducted by Emergency Services during April 2023. She shared that staff was continuing to go through files and complete records retention in addition to distributing supplies for the Keep Warren County Beautiful project.

James Roberts made a motion to approve the Director's report as presented. The motion was seconded by Henry Durham and passed 4-0. (See attachment 1)

Henry Durham made a motion to approve the Notice of filing Period for the Municipal Election. The motion was seconded by James Roberts and passed 4-0. (See attachment 2)

In other concerns, Debbie Formyduval updated the board regarding the withdrawal of an application for employment for the IT\Technician Position.

Being no further business before the board, Chair Esther Terry adjourned the meeting at 5:30 PM.

Respectfully submitted,

(seal)

James Roberts, Secretary

ATTEST:

DIRECTOR'S REPORT
WARREN COUNTY BOARD OF ELECTIONS
PERIO: MARCH AND APRIL -2023
PREPARED BY: DEBBIE FORMYDUVAL-DIRECTOR

ELECTION PROGRAMMING: During this period, our staff has participated in the SBOE HUBS group. I have been serving on the Registration team and Robin Irby has participated with the Campaign Finance group. The teams were set up from the state level to review forms and various processes and to streamline the processes to make them more efficient and user friendly.

We have processed a good deal of return mailings from the NCOA mailings and list maintenance processes. These mailings help to ensure accurate databases and make removals in a timely fashion. Work has begun with legal notices for upcoming election cycles.

Staff continues to make removals of felons, DHHS deaths and duplicates to other counties. We also continue to perform records retention activity and organization of files and storage areas according to records retention requirements.

We are working with the NCSBE to insure that boundaries are correct through geocodes with surrounding counties.

In preparation for the 2024 election cycle, we have made upgrades to our work space including new carpet and a fresh coat of paint.

We have updated the Board of Elections webpage with information provided by the SBOE.

KEEP WARREN COUNTY BEAUTIFUL -Since the beginning of March, we have distributed just under 1,200 trash collection bags, vests, gloves and pickup sticks for individuals, churches and other groups that have participated in the countywide litter sweep. We will continue to work with the litter collection project and NCDOT. All roads that were reported have been logged into the NCDOT Keep NC Beautiful database.

DIRECTOR'S REPORT
WARREN COUNTY BOARD OF ELECTIONS
PERIOD: MARCH AND APRIL -2023
PREPARED BY: DEBBIE FORMYDUVAL-DIRECTOR

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BUDGET: I have met with county administration regarding the budget proposal that was submitted for our agency. I stressed to both the finance office and county manager the need to maintain the budget requests with the upcoming 2024 Presidential Election Cycle.

MEETINGS AND TRAININGS FOR THIS PERIOD:

3/01/2023 SBOE Hubs Meeting
3/07/2023 Department Head Meeting
3/15/2023 Budget Meeting with County administration
3/16/2023 Web training for Civic Clerk (uploading materials for Board of Commissioner Meetings
3/22/2023 Bi-weekly meeting SBOE (online)
3/26/2023 NCADE Conference -New Bern, NC
3/27/2023 NCADE Conference-New Bern, NC
3/28/2023 NCADE Conference-New Bern, NC
4/04/2023 Department Head Meeting
4/05/2023 Cyber Security Online Training
4/6/2023 Warren County Safety Meeting (covered by Robin Irby)
4/12/2023 SBOE bi-weekly online meeting

STATISTICS: See attached NVRA report.

WARREN COUNTY BOARD OF ELECTIONS

NVRA REPORT

Reporting Period: 4/1/2023 - 4/27/2023

Totals

Active	11,403
Inactive	1,546
Total Registration	12,949

REPORTING PERIOD

Registrations Approved	57
Total Registrations Removed	45
Inactive Registrations Removed	8

New Registrations

00 - No Application Source	0
01 - Public Assistance	0
02 - Disability	0
03 - Other (ESC)	0
04 - Armed Forces	0
05 - DMV	37
06 - Mail-in	6
07 - In-person	2
08 - Library & High School	0
09 - Spanish Language Application	0
10 - Online Registration	1
17 - Registration Drives	0
21 - Medicaid Renewal	0
96 - Temporary FWAB Registrant	0
97 - Temporary FPCA Registrant	0
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Duplicates

00 - No Application Source	0
01 - Public Assistance	0
02 - Disability	0
03 - Other (ESC)	0
04 - Armed Forces	0
05 - DMV	5
06 - Mail-in	0
07 - In-person	0
08 - Library & High School	0
09 - Spanish Language Application	0
10 - Online Registration	1
17 - Registration Drives	0
21 - Medicaid Renewal	0
95 - Voter Return of NCOA	3
96 - Temporary FWAB Registrant	0
97 - Temporary FPCA Registrant	0
98 - Voter Change On Confirmation	0

99 - Voter Change On Verification

0

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Changes of Information

00 - No Application Source	0
01 - Public Assistance	0
02 - Disability	0
03 - Other (ESC)	0
04 - Armed Forces	0
05 - DMV	8
06 - Mail-in	2
07 - In-person	0
08 - Library & High School	0
09 - Spanish Language Application	0
10 - Online Registration	0
17 - Registration Drives	0
21 - Medicaid Renewal	1
95 - Voter Return of NCOA	2
96 - Temporary FWAB Registrant	0
97 - Temporary FPCA Registrant	0
98 - Voter Change On Confirmation	0
99 - Voter Change On Verification	0
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Verifications

# of 1st & 2nd verification mailings sent	49
# of 1st NCOA mailings sent	0
# of 1st verification returned undeliverable	7
# of verification returned by voter	0

Confirmations

# of confirmations returned by voter	0
# of confirmations sent	8
# of confirmations returned undeliverable	7
# of confirmations not returned at all	5

COUNTY STATISTICAL

Constitution	0
Democratic	7,847
Green	0
Libertarian	38
Republican	2,197
Unaffiliated	2,867
American Indian	527
Asian	26
Black	6,200
Multi-Racial	44
Native Hawaiian or Pacific Islander	2
White	5,281
Other	158
Undesignated	711
Hispanic	114
Not Hispanic	8,541
Undesignated	4,294

Female	6,714
Male	5,539
Undesignated	696

Unprocessed Registrations - Incomplete Queue

00 - No Application Source	0
01 - Public Assistance	0
02 - Disability	0
03 - Other (ESC)	0
04 - Armed Forces	0
05 - DMV	0
06 - Mail-in	0
07 - In-person	0
08 - Library & High School	0
09 - Spanish Language Application	0
10 - Online Registration	0
17 - Registration Drives	0
21 - Medicaid Renewal	0
95 - Voter Return of NCOA	0
96 - Temporary FWAB Registrant	0
97 - Temporary FPCA Registrant	0
98 - Voter Change On Confirmation	0
99 - Voter Change On Verification	0

Unprocessed Registrations - Archive Queue

00 - No Application Source	0
01 - Public Assistance	0
02 - Disability	0
03 - Other (ESC)	0
04 - Armed Forces	0
05 - DMV	0
06 - Mail-in	0
07 - In-person	0
08 - Library & High School	0
09 - Spanish Language Application	0
10 - Online Registration	0
17 - Registration Drives	0
21 - Medicaid Renewal	0
95 - Voter Return of NCOA	0
96 - Temporary FWAB Registrant	0
97 - Temporary FPCA Registrant	0
98 - Voter Change On Confirmation	0
99 - Voter Change On Verification	0

Unprocessed Registrations - Review Queue

00 - No Application Source	0
01 - Public Assistance	0
02 - Disability	0
03 - Other (ESC)	0
04 - Armed Forces	0
05 - DMV	0
06 - Mail-in	0
07 - In-person	0

08 - Library & High School	0
09 - Spanish Language Application	0
10 - Online Registration	0
17 - Registration Drives	0
21 - Medicaid Renewal	0
96 - Temporary FWAB Registrant	0
97 - Temporary FPCA Registrant	0