

**Minutes  
Norfolk Electoral Board  
November 2, 2018**

The Norfolk Electoral Board met at 11:30 a.m. on November 2, 2018. The meeting was attended by Chairwoman, Barbara Klear; Vice Chairman, Michael Khandelwal; Secretary, H. Michael Ziegenfuss; Stephanie Iles, General Registrar; and Moira Carlson, Deputy Registrar.

The Board meeting was called to order by the Chairwoman at 11:34 a.m. Order of business before the Board:

1. **Approval of minutes from July 5th:** The minutes from the July 5th meeting were approved.
2. **Approval of Officers of Election:** The Board approved 107 Officers of Election for a term ending February 28, 2019. The Board requested to meet the Friday before each election, if possible, to review and approve newly appointed Officers of Election.
3. **Meet with Scott Mahone (EOC):** Scott Mahone, Deputy Emergency Management Coordinator with the Emergency Operation Center, introduced the HISN Connect (Homeland Incident Security Network). This can be used to track information, weather, and any concerns during Election Day. The EOC utilizes this application during emergencies for communication and tracking. The Electoral Board will review the application design and participation during Election Day.
4. **Such other business as may come before the Electoral Board:** The Board discussed logistics on late mail pick up at the Post Office election evening. The Board indicated an interest in possible procurement of tablets with WIFI capability for use during elections. The Registrar will review the request with IT to see if devices are already available in inventory.

The meeting adjourned at 12:56 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "H. Michael Ziegenfuss". The signature is written in a cursive, flowing style.

H. Michael Ziegenfuss, Secretary