



Washington County Election Administrator Report December 2025

We have continued to be productive in our office serving our state of Tennessee and Washington County citizens. This report is somewhat abbreviated due to the holidays and with my need to concentrate on studying for the state Administrator of Elections Exam on December 1 and our joint attendance at the Tennessee Association of County Election Officials event last week.

Non-daily tasks completed by the office were

- On December 1st I took the Administrator of Election Exam in Nashville along with 3 other new AOE's. I did pass the exam and now I am now considered a "certified" Administrator of Elections.
- Staff and Election commissioners attended the TACEO event where Shelia and I met John Hite with US Digital Response that could possibly be a good source for automated Election worker payroll and communication coordination if the cost is reasonable. This would be next budget year if we deem it a good addition.
- As requested by the commission I met with Mr. James Reeves on December 2nd as a follow-up to his comments during our November meeting. It went well.
- Veronica and I will be completing the 6-month Report today, December 9th which due to the state on the 15th. I look forward to completing this bi-annual task for the first time and appreciate Veronica's time teaching me.

Feel free to call me with any questions

Best regards

Chuck Vest

Washington County Tn Administrator of Elections

423-753-1688

Chuck@wcecoffice.com



Washington County Election Commission

Meeting Minutes

Date: November 12, 2025

Time: 9:30 AM

Location: Election Office, 2516 East Oakland Ave, Johnson City, TN 37601

Chair: Lori Rosenoff

Minute Taker: Veronica Nuckols

Attendance:

- **Commissioners:** Lori Rosenoff (Chair), Margaret Davis (Secretary), Mike Elder, Mike Hubbard, Turney Williams
- **Administrator of Elections:** Chuck Vest
- **Staff:** Meredith, Max, Sheila, Veronica
- **Organizations and/or Community Members:** James Reeves, League of Women Voters, East Tennessee Freedom (Cheryl Richards)

Call to order

- **Opening:** Chair Rosenoff
- **Prayer and Pledge**

Public Comments

- **James Reeves**
 - discussed the 2022 early voting machines
 - wants a scheduled meeting with Chuck

Approval of Previous Meeting Minutes

- **Motion to approve:** Turney Williams
- **Second by:** Mike
- **Approved unanimously**

Administrator's Report (Chuck Vest):

- Reviewed active and inactive voter registration numbers.
- Reviewed YTD registrations comparables and Election Statistics by age.
- Chuck, Sheila and Veronica attended a Public Records training event in Bristol.
- **Margaret** asked to be notified of any training opportunities so commissioners can attend if they are able.
- **Max** reported on visiting all public high schools to register students and recruit workers.
- **Lori** encouraged more outreach to additional schools and inquired how the office can be more involved - Chuck stated they would contact schools for future presentations and involvement.
- **Meredith** introduced herself as a new employee and noted she is learning election processes, cleaning files, and completing state reports.
- **Sheila** reminded everyone of ETACEO held the first week of December.

- **Margaret** noted this will be an opportunity to meet vendors and other election offices.
- December 1st is the AOE exam in Nashville.

Old Business

- None

New Business

Machine Technicians

- Discussion on hiring Republican and Democratic machine technicians.
- Two technicians are wanted per party.
- A technical background would be helpful – but not required.
- Margaret suggested having an assistant technician for training.
- Mike Elder mentioned cross-training on machine programming.

Updated Records Policy Form

- Staff attended a Records Policy training event in Bristol and updated the office's data request form.
- **Margaret** asked where collected fees go – Administrator Vest confirmed they go to the County General Fund.
- **Approval of Updated Records Policy:**
 - **First:** Margaret
 - **Second:** Turney
 - **Approved unanimously**

Additional Items

- Election calendars were distributed.

Next Meeting

- **Date:** December 9, 2025
- **Time:** 10:30 AM

Voter Registration Review

- 54 forms reviewed; no issues found.

Adjournment

- **Motion to adjourn:** Mike Elder
- **Second by:** Turney Williams