



Form: TH-08

# Virginia Regulatory Town Hall

townhall.virginia.gov

## Exempt Action Proposed Regulation Agency Background Document

<b>Agency name</b>	State Board of Elections
<b>Virginia Administrative Code (VAC) citation</b>	1 VAC 20-10-10 through 20-10-130.
<b>Regulation title</b>	Public Participation Guidelines
<b>Action title</b>	
<b>Document preparation date</b>	9.4.2013

When a regulatory action is exempt from executive branch review pursuant to § 2.2-4002 or § 2.2-4006 of the Administrative Process Act (APA), the agency is encouraged to provide information to the public on the Regulatory Town Hall using this form.

Note: While posting this form on the Town Hall is optional, the agency must comply with requirements of The Virginia Register Act, Executive Orders 14 (2010) and 58 (1999), and the *Virginia Register Form, Style, and Procedure Manual*.

### Summary

*Please provide a brief summary of all regulatory changes, including the rationale behind such changes. Alert the reader to all substantive matters or changes. If applicable, generally describe the existing regulation.*

This chapter designates the public participation guidelines that the agency follows when promulgating regulatory actions. In the interest of efficiency and greater flexibility, the chapter amendments provide that the State Board of Elections website, as well as Town Hall, can be used at the discretion of the Board when seeking public comment on regulations. The amendments also address the method and time period to receive public comment periods for exempt regulations.

### Family impact

*Assess the impact of this regulatory action on the institution of the family and family stability.*

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None.

### Public participation

***Please indicate whether the agency is seeking comments on the intended regulatory action, including ideas to assist the agency in the development of the proposal and the costs and benefits of the alternatives stated in this notice or other alternatives. Also, indicate whether a public hearing is to be held to receive comments on this notice.***

The agency is seeking comments on the proposed regulatory action, including but not limited to improving clarity and utility to voters and election officials.

Anyone wishing to submit comments may do so **at the public hearing scheduled for 10:00 a.m. November 25, 2013, General Assembly Building, House Rm. C. Interested persons are encouraged to submit comments online using the** Regulatory Town Hall website from September 23 through October 7, 2013, [www.townhall.virginia.gov](http://www.townhall.virginia.gov) or by mail, email, or fax to Lindsay Fraser, Election Uniformity Analyst, [Lindsay.fraser@sbe.virginia.gov](mailto:Lindsay.fraser@sbe.virginia.gov), Martha Brissette, Policy Analyst, [martha.brissette@sbe.virginia.gov](mailto:martha.brissette@sbe.virginia.gov) or Susan Lee, Manager, Election Uniformity, [susan.lee@sbe.virginia.gov](mailto:susan.lee@sbe.virginia.gov) 1100 Bank St., Richmond, VA 23291, 804.864.8936, 804.371.0194 (fax). Written comments must include the name and address of the commenter. In order to be considered, written comments must be received by the last day of the public comment period.

A public hearing will be held and notice of the hearing may be found on the Virginia Regulatory Town Hall website ([www.townhall.virginia.gov](http://www.townhall.virginia.gov)) and can be found in the Calendar of Events section of the Virginia Register of Regulations. Both oral and written comments may be submitted at that time.