



OFFICE OF THE ELECTORAL BOARD AND GENERAL REGISTRAR City of Fairfax



Director of Elections/General Registrar
Wannicha Rojanapradith

Electoral Board
Chair: Mary McDaniel
Vice-Chair: Jeffrey White
Secretary: Richard Herrington

June 15, 2026

ELECTORAL BOARD MEETING

CALL TO ORDER

The Chair called the meeting to order at 11:01 a.m.

PRESENT

Ms. Mary McDaniel, Chair; Mr. Jeffrey White, Vice Chair; Mr. Richard Herrington, Secretary; and Ms. Wannicha Rojanapradith, Director of Elections/General Registrar (DE/GR).

ADOPTION OF THE AGENDA

The Chair moved that the meeting agenda be approved. The Vice Chair seconded the motion and when the question was called, the motion passed unanimously.

MEMBERS OF THE PUBLIC TO SPEAK

No members of the public to speak were present. Ms. Mary Villa McLaughlin, 10477 Courtney Drive Fairfax VA was present as an observer of the Electoral Board meeting.

APPROVAL ELECTORAL BOARD MEETING MINUTES, APRIL 22-27, 2026

The Secretary moved that the draft minutes of the April 22-27 Electoral Board meeting be approved as written. The motion was seconded by the Chair and when the question was called, the motion passed unanimously.

APPROVAL ELECTORAL BOARD MEETING MINUTES, JUNE 3, 2026

The Secretary moved that approval of the draft minutes of the June 3, 2026, Electoral Board meeting be tabled as amendments to the minutes were necessary. The motion was seconded by the Chair and when the question was called, the motion passed unanimously.

DIRECTOR OF ELECTIONS/GENERAL REGISTRAR REPORT

1. Officers of Election (OEs) Applications and Recissions –

- a. Three (3) individuals applied for appointment as OEs; the DE/GR indicated all three had been screened following established procedures and recommended their appointment. The Chair moved the three individuals be appointed. The Secretary seconded the motion and when the question was called, the motion passed unanimously.
- b. One OE requested recission of their appointment because they were moving out of the City of Fairfax. The Chair moved that the appointment be rescinded. The Vice Chair seconded the motion and when the question was called, the motion passed unanimously.
- c. One individual had submitted an application for appointment but subsequently asked that the application be withdrawn. The Chair moved that the application be considered withdrawn. The



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Vice Chair seconded the motion and when the question was called, the motion passed unanimously.

2. Chief Deputy Registrar (CDR) and Office Intern Recruitment Timeline

- a. The DE/GR provided the Electoral Board a copy of a detailed timeline for the recruitment of a new CDR. The effort was coordinated with City of Fairfax HR Department. The goal is to have a new CDR in place on August 17, 2026.
- b. The DE/GR has identified an individual that will intern with the Office of Elections starting July 6, 2026.

3. Electoral Board Annual Certifications and Report Deadlines

- a. The DE/GR provided the Electoral Board with an update on items requiring Electoral Board action: the annual ADA Compliance Survey is due to ELECT by September 1, 2026, and certification of the Locality Security Plan (Voting Systems Security Program – (VSSP)) is due to ELECT by August 28, 2026. The Secretary noted the VSSP was updated April 1, 2026; because ELECT is requiring the month of August for VSSP certification, the VSSP will be updated not later than August 15, 2026, and future updates of the VSSP will be performed in August of each year.
- b. The DE/GR Annual Performance Review (SBE-109.1) is due to ELECT by August 1, 2026. The Secretary will initiate the annual performance evaluation by June 19, 2026, and coordinate the completion of the evaluation with the Chair and Vice Chair.

UNFINISHED BUSINESS

The Secretary moved that the draft minutes of June 3, 2026, Electoral Board meeting be taken from the table; the Vice Chair seconded the motion and when the question was called, the motion passed unanimously. Changes were needed in the wording that describes early voting on the 2nd and 3rd Sunday prior to Election Day. The Chair stated that while the minutes were correct that an Electoral Board meeting was scheduled for June 17, 2026, to resolve ballot order for two candidates that had filed simultaneously, that meeting was canceled on June 12, 2026, at the request of the DE/GR as one candidate withdrew from a contest, thereby eliminating the need for Electoral Board resolution. The DE/GR effected the changes in the draft minutes for the Electoral Board. The Chair moved that the amended minutes of June 3, 2026, be approved. The Vice Chair seconded the motion and when the question was called, the motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 12:34 p.m.

Richard L. Herrington
Secretary