



**VOTER REGISTRATATION  
AND ELECTIONS  
City of Fairfax  
July 6, 2018 Electoral Board Meeting Minutes**



**Brenda F. Cabrera**  
Director of Elections  
General Registrar

**Electoral Board**  
Secretary: Richard Herrington  
Chairman: Curt Chandler  
Vice Chairman: Lorraine Koury

**CALL TO ORDER**

The Chairman called the meeting to order at 9:59 a.m.

**PRESENT**

In the City Hall room: Richard Herrington, Secretary; Curt Chandler, Chairman; Lorraine Koury, Vice Chairman; Brenda Cabrera, General Registrar/Director of Elections; James Heo (ELECT) and Mark Lindeman. On the phone (conference call): John McCarty (Verify Voting), Nikki Clemons (ELECT), Eugene Burton (ELECT), and Michelle Rocca (ELECT)

**MEMBERS OF THE PUBLIC TO SPEAK**

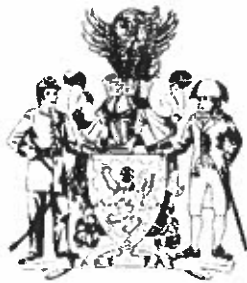
There were no members of the public which wished to speak or observe the meeting.

**PROPOSED RISK LIMITING AUDIT - BACKGROUND**

The General Registrar updated the Electoral Board on the activities of ELECT as related to Commonwealth localities being required to participate in risk limiting audits of elections. The Chairman and General Registrar participated in an ELECT sponsored conference call last week which focused on the details of risk limiting audits and possible variations (methods) of auditing. The call proved educational and explained some of the challenges that ELECT was trying to resolve prior to moving forward with audits of localities. There are localities that do not have the voting equipment needed to provide specific records that are critical to certain audits. The Chairman was able to ask questions and stated the call answered some of the questions he had related to the types of audits.

There are three (3) basic approaches to risk-limiting audits (RLA) and all three methods require human inspection of voter-verified paper ballots.

1. *Batch-level comparison audits.* Some batches (often corresponding to individual precincts or voting machines) are randomly selected. The ballots in each selected batch are counted by hand, and the audit vote counts are compared to the original tabulation totals.
2. *Ballot-level comparison audit,* in which individual paper ballots are sampled, auditors record their interpretations of the vote(s) on each ballot without consulting the original machine Cast Vote Records (CVRs), and then the audit interpretations are compared to the machine interpretations as recorded in the CVRs. If the original tabulation isn't amenable to this method -- if CVRs do not exist or cannot readily be matched with ballots -- the original paper ballots can be rescanned in what is called a "machine-assisted" or "transitive" audit.
3. *Ballot polling.* In a ballot polling audit, individual ballots are sampled, auditors record their interpretations of the votes as in a ballot-level comparison audit, but only the audited vote totals



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are used to assess the tabulation outcome. This approach is less statistically efficient than ballot-level comparison audits but can be easier to implement.

This meeting was designed to introduce some of the players to each other and discuss some of high-level issues associated with the City of Fairfax hosting of a number of RLAs as a “pilot” program in support of ELECT. The following individuals are on the ELECT staff: James Heo, Confidential Policy Assistant; ), Nikki Clemons, Policy Support; Eugene Burton, Voting Systems Analyst; and Michelle Rocca, Security Analyst.

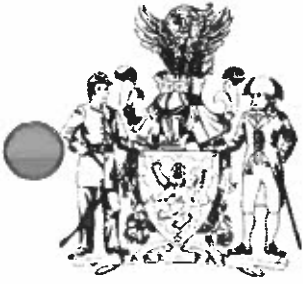
#### **DISCUSSION OF BACKGROUND:**

The Chairman reiterated his belief the new law specifically states the purpose of the audit is to check the scanning machines and at the conclusion of such RLA, submit a report that includes an analysis of the election results and initial tally of equipment. James Heo indicated the law seems to contradict itself and clarification is needed; perhaps outreach to the AG’s office would be appropriate but it may take too long to get an answer if the proposed RLA pilot project moves forward to be done at the end of July or the beginning of August. The main point remains the need to determine if RLAs will work in Virginia. The GR commented that she believed some people were under the understanding the law was directing scanning of all the ballots on all the machines used in the election. Mark Lindeman asked if all machines used would have to be audited and it was determined none of the voting equipment used in the election would need to be used, but rather a separate scanning device.

#### **DISCUSSION:**

There was discussion concerning the use of one or more of the proposed methodologies used elsewhere to determine how one would determine the number of ballots to use and how those ballots would be selected.

- A tentative date of 2-3 August 2018 will be used for RLA pilot planning purposes; 2 August as a setup day and 3 August as the actual activity day.
- The Secretary indicated all messaging associated with the RLA pilots would have to be carefully crafted to ensure the average voter would not misunderstand what the RLA was supposed to produce; he also indicated a detailed set of procedures would need to be developed. There was considerable interest in how other localities conduct RLAs.
- The Chairman expressed concerned about the “batches” of ballots to be selected for the RLA and marking or imprinting of ballots for recognition/retrieval purposes. James indicated he had several “RLA Call Materials” which could help explain the numbers and process. Those materials will be made available within a few days.
- The GR indicated the Fairfax Circuit Court would have to be asked for permission to gain access to ballots but was not sure the Attorney General would entertain imprinting. If imprinting is permitted, the color of ink used must be discussed.



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- The numbers of officers of election that would be needed to satisfy the staffing demands of the RLA pilot needed to be discussed at length as this pilot will need to have a sufficient number to ensure each of the three methods will be properly supported. The GR indicated the City of Fairfax had some experience with recounts and could draw on that experience to put together a list of potential “players” for the pilot.
- The Vice Chairman expressed concern related to the imprinting or marking of ballots without the expressed permission of the Court and cautioned letting enthusiasm for the RLA pilots get the effort ahead of the Court.
- The time needed to perform the RLA pilots was of concern to all in attendance; it was the consensus of the attendees that several hours would be needed, but it was possible to complete the pilots in one day if the setup for the pilot was done comprehensively. The GR stated that hand counting the CAP (63 ballots) would not be difficult or take much time.

#### Logistical Concerns:

- Date for the RLA pilot – The proposed dates of 2-3 August would be socialized. It might be necessary to also use 31 July 2018 for positioning of equipment and resolving related administrative matters such as credentialing
- Notification to ELECT/City of Fairfax – The GR indicated she would contact the Mayor’s Office
- Audio/visual equipment – The GR indicated the City IT Department might be able to assist and if the Clerk of the Court was to provide the room to be used, the Clerk could also be asked about A/V support. The Secretary volunteered to provide a projector and printer if needed.
- Room Size needed - The General Registrar stated she will stay in communication with ELECT on this matter and believes the City of Fairfax could be able to assist once the details are resolved; she believed the Clerk of the Court would be able to assist.
- Presentation to attendees/observers
  - The numbers were not determined but consensus of the attendees was it could be in excess of 20, perhaps as many as 50.
  - Based on the number of probable participants and possible observers, a room of sufficient size to accommodate up to 99 people was discussed. The GR stated the Clerk of the Court controlled rooms that could possibly be used.

#### NEXT STEPS:

It was agreed another meeting would be necessary in the immediate future to ensure actions identified in this meeting were accomplished and to identify any potential issues that might negatively impact the effort. Attendees generally agreed 18 July 2018 appeared to be reasonable for most of the attendees. As that date approaches, an update will be provided by the GR and ELECT. ELECT will provide a copy of their notes of the meeting to provide their understanding of the discussions.

Discussion of the proposed pilot ended at approximately 1:10 p.m. The Electoral Board and GR remained in the conference room.



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**PERSONNEL MATTERS**

The Secretary reminded Board members to complete their review of the draft annual evaluation of the General Registrar and provide that input as soon as practicable.

**ADJOURNMENT**

The meeting adjourned at 1:16 p.m.

  
Richard L. Herrington, Secretary  
City of Fairfax Electoral Board