



**VOTER REGISTRATATION
AND ELECTIONS
City of Fairfax
April 23, 2019 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 1:10 p.m.

PRESENT

Richard Herrington, Secretary; Curt Chandler, Chairman; Lorraine Koury, Vice Chairman; and Brenda Cabrera, Director of Elections/General Registrar.

MEMBERS OF THE PUBLIC TO SPEAK

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

APPROVAL OF MINUTES OF MARCH 27, 2019 ELECTORAL BOARD MEETING

The Chairman moved the minutes for the March 8, 2018 Electoral Board meeting, amended as corrected. The Vice Chairman seconded the motion and it passed unanimously.

VOTING EQUIPMENT SECURITY

At 1:15 p.m., Chairman moved the City Of Fairfax Electoral Board convene in closed session pursuant to § 2.2-3711 (A) (19) of the Code of Virginia to discuss plans related to the security of voting equipment. The motion was seconded by Secretary and when the question was called, the motion passed unanimously.

At 2:24 p.m., the Chairman moved the Electoral Board of the City of Fairfax certify that in closed session just concluded the only matters discussed were plans related to the security of voting equipment, as identified in the motion to close the meeting pursuant to the Virginia Freedom of Information Act, and that the Secretary’s motion be approved in open session. The Vice Chairman seconded the motion. When the question was called, the motion passed unanimously:

Roll Call Vote:

<u>Position</u>	<u>Name</u>	<u>Vote:</u>
Chairman	Curt Chandler	<u>Aye</u>
Vice Chairman	Lorraine Koury	<u>Aye</u>
Secretary	Richard L. Herrington	<u>Aye</u>

RECESS

At 2:25 p.m., without objection, the Chairman called the meeting into recess.

RECONVENE

The Electoral Board reconvened at 2:32 p.m.

POOLBOOKS

The Director of Elections/General Registrar stated actions continued to find a solution that would meet all necessary contractual and operating requirements.



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RISK LIMITING AUDITS (RLA)

The Director of Elections/General Registrar shared with the Board that she had learned ELECT is actively formulating a RLA plan; a Request For Proposal (RFP) has been sent to appropriate companies. It appears ELECT has decided it would be better to have a third party vendor create the initial RLA project which would be applicable for Commonwealth localities.

ELECTION PLANNING AND OFFICER OF ELECTION MATERAILS

The Director of Elections/General Registrar provided the Board with an updated schedule for actions related to election preparation. There is a constant improvement process being conducted by her staff which has made improvements in the materials provided to the officers of election (OEs) and with the actual design of forms; there is also sufficient funds in the budget to produce a voter guide for 2020 that can be sent to all City voters.

ABSENTEE VOTING LOCATIONS FOR 2020

The Board and Director of Elections/General Registrar discussed possible changes in voting law that will impact absentee voting; succinctly, no-excuse absentee voting will have a resource impact that has not yet been determined. As of now there is not sufficient information available from ELECT related to what mandates will be levied on localities. For now, the Sisson House will remain the single absentee voting location with the City of Fairfax.

ARLINGTON ELECTORAL BOARD STRATEGIC PLAN

The Chairman shared with the Board and Director of Elections/General Registrar a copy of the Strategic Plan used by the Arlington Electoral Board. It was the consensus of the Board that this strategic plan should be reviewed in detail by the Chairman and a recommendation be made if a similar plan would be beneficial for the City of Fairfax Electoral Board. The Secretary thanked the Chairman for his continued research of localities to keep the City of Fairfax aware of the actions of other localities to support voters of the Commonwealth.

ADJOURNMENT

The meeting adjourned at 3:55 p.m.

Richard L. Herrington, Secretary
City of Fairfax Electoral Board