



**VOTER REGISTRATATION
AND ELECTIONS
City of Fairfax
September 25, 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 10:06 a.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; ELECTORAL BOARD MEETINGS OF APRIL 23, 2018 (AMENDED); JUNE 6, 2018 (AMENDED); JUNE 13, 2018 (AMENDED); JULY 6, 2018 (AMENDED); JULY 18, 2018; JULY 27, 2018 AND AUGUST 1-3, 2018

The Chairman, without objection, tabled discussion and moved to the next item on the agenda because of the number of minutes to be considered. The Chairman stated approval of meeting minutes would be taken up towards the end of the meeting.

RISK LIMITING AUDIT FOLLOW-UP

The RLA report was issued August 17, 2018. The Commissioner, Department of Elections (ELECT) stated the RLA exceeded his expectations. The cost of the RLA pilot was discussed; the Director of Elections/General Registrar stated the Registrar's budget had been developed in anticipation of the RLA pilot project and all costs for the August 2018 RLA pilot were covered within the existing budget.

As a follow-up to RLA related activities, the Director of Elections/General Registrar attended the SBE meeting August 17, 2018 which specifically addressed RLA. The Director of Elections/General Registrar of Stafford VA was in attendance and voiced concern that RLAs were costly and that a full hand count was a better measure of any election.

The Secretary stated he had a conversation with the Director of Elections/General Registrar, Stafford VA and believed the concerns raised – that RLA would be used to 'challenge' the outcome of elections – needed to be resolved as there will be more discussions within the election community because of the potential impact of RLAs on the confidence voters will have on the outcome of future elections. The development of tools such as the RLA will require time because of the existing canvass and certification processes. The intent of RLA is to increase confidence in the outcome of an election.

RLAs have raised interest in voting equipment and processes. The Director of Elections/General Registrar attended a meeting at the U.S. Capital (D.C.) at New York Law School and was asked about transition from DRE use to paper. The Director of Elections/General Registrar was invited to go to Michigan to participate in a scheduled Michigan RLA meeting and shared a VRAV RLA presentation at that meeting.



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The Director of Elections/General Registrar stated there was another issue of importance to voting; the P&E Committee (VA State Legislature) is moving forward on the issue of no excuse absentee voting. This will have resource impact if more voters are able to vote some number of days prior to an election.

RECESS

The Electoral Board meeting stood in recess at 11:22 a.m.

RECONVENE

The Electoral Board meeting reconvened at 11:35 a.m.

OFFICER OF ELECTION APPLICATIONS

The Director of Elections/General Registrar presented five (5) candidates for appointment as officers of election; Ms. Jodi Ross (Precinct 3); Rachel Tiemann (Precinct 1); Kathryn Russell (PCT 1); Stacy Remick Simkins (PCT 6); Sam Shomailah. The applications were reviewed and after discussion, the Vice Chairman moved the applications for the five individuals to be officers of election be approved. The Chairman seconded the motion and when the question was called, the motion passed unanimously.

POLL PAD STATUS

The Director of Elections/General Registrar reported the proposed purchase of the new "Poll Pad" device was terminated. A contract dispute arose which the contracting officer and City attorney could not satisfactorily resolve with the vendor. The DemTech contract has been extended. There does not now appear to be another vendor the City would consider at this time.

NOVEMBER ELECTION

The Secretary stated he created a step-by-step procedure for the November Election and would forward it to the Electoral Board members and Director of Elections/General Registrar. Items of note:

- A detailed schedule for Electoral Board members and Director of Elections/General Registrar for all tasks involved in election preparation and election day conduct.
- Improvements in election related documents.

The Director of Elections/General Registrar stated coordination with City staff and their attention to the needs of the General Registrars' election activities was most positive.

UPDATE ON EQUIPMENT/CART

The Director of Elections/General Registrar discussed the effort underway to determine size, form, and cost of voting equipment cages which would improve handling of voting equipment. It was the sense of the Board that the Director of Elections/General Registrar continue her investigative efforts.



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The Chairman stated Board members had been able to review selected meeting minutes and discussion of approval of the meeting minutes for Electoral Board meetings of **April 23, 2018 (amended); June 6, 2018 (amended); June 13, 2018; July 6, 2018 (amended); July 18, 2018; July 27, 2018 (amended) and August 1-3, 2018 (amended).**

- **The Chairman moved and the Vice Chairman seconded approval of the minutes of the April 23, 2018 minutes (amended). The motion passed unanimously.**
- **The Chairman moved and the Vice Chairman seconded approval of the minutes of the June 6, 2018 minutes (amended). The motion passed unanimously.**
- **The Chairman moved and the Vice Chairman seconded approval of the minutes of the June 13, 2018 minutes. The motion passed unanimously.**
- **The Chairman moved and the Vice Chairman seconded approval of the minutes of the July 6, 2018 minutes (amended). The motion passed unanimously.**
- **The Chairman moved and the Vice Chairman seconded approval of the minutes of the July 18, 2018 minutes. The motion passed unanimously.**
- **The Chairman moved and the Vice Chairman seconded approval of the minutes of the July 27, 2018 minutes (amended). The motion passed unanimously.**
- **The Chairman moved and the Vice Chairman seconded approval of the minutes of the August 1, 2, 3, 2018 minutes (amended). The motion passed unanimously.**

EQUIPMENT SECURITY AT PRECINCTS

The Director of Elections/General Registrar and Electoral Board discussed the need to consider changes to precincts to increase the security of voting equipment.

NEW (POTENTIAL) STORAGE AREA

The Secretary reported he had tried and missed scheduling meetings with the Acting City Manager and the Mayor. The area under consideration is large enough but the expense of installing the necessary environmental control features may make the effort unaffordable.

PERSONNEL MATTERS

The Director of Elections/General Registrar reviewed her annual performance evaluation with the Electoral Board; she thanked the Electoral Board for its support. The Secretary will file the performance evaluation



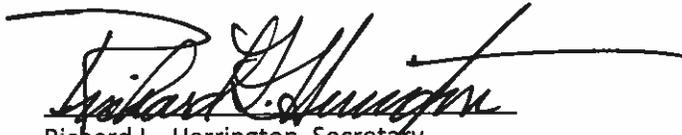
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with ELECT and provide the Director of Elections/General Registrar with copies for her records. The Electoral Board stated it was confident in her judgement and would be supportive of her decisions.

ADJOURNMENT

The meeting adjourned at 1:54 p.m.


Richard L. Herrington, Secretary
City of Fairfax Electoral Board