



**VOTER REGISTRATATION  
AND ELECTIONS  
City of Fairfax  
March 20, 2017 Electoral Board Meeting**



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

**Electoral Board**  
Secretary: Richard Herrington  
Chairman: Dean Ross  
Vice Chairman: Curt Chandler

**CALL TO ORDER**

The Secretary called the meeting to order at 10:06 a.m.

**PRESENT**

Richard Herrington, Secretary; Tom Ross, Chairman; Curt Chandler, Vice Chairman; and Nancy Tingen, Deputy General Registrar/Director of Elections.

**APPROVAL OF MINUTES OF EB MEETING MARCH 10, 2017**

The Chairman moved the minutes for the Electoral Board meeting of March 10, 2017 be approved as written. The Vice Chairman seconded the motion and it was approved unanimously.

Call to Order

**ELECTORAL BOARD ORGANIZATIONAL MEETING - §24.2-107 AND §24.2-106**

The Secretary reviewed the applicable Code of Virginia sections related to electoral board organization for the Electoral Board members and called for nominations for Vice Chairman, Chairman and Secretary. After a spirited campaign and discussion, Curt Chandler was nominated for the position of Vice Chairman, Tom Ross was nominated for the position of Chairman and Richard Herrington was nominated for the position of Secretary. Nominations were closed and votes cast for the nominees:

- Curt Chandler received three (3) votes for the position of Vice Chairman;
- Tom Ross received three (3) votes for the position of Chairman;
- Richard Herrington received three (3) votes for the position of Secretary

The Secretary congratulated the Electoral Board members for being unanimously approved for their respective positions.

**CLOSED SESSION – PERSONNEL MATTER**

At 10:43 a.m. the Vice Chairman moved that the Electoral Board of the City of Fairfax convene in closed session pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia for the "[d]iscussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body; ...." The motion was seconded by the Chairman and approved unanimously.



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Upon a motion made by the Secretary at 11:20 a.m., seconded by the Chairman, and passed by unanimous vote of the Electoral Board, the Electoral Board reconvened in open session.

**CERTIFICATION**

At 11:21 p.m. upon a motion made by the Vice Chairman, seconded by Chairman, and passed upon affirmative roll call vote in open session, it was certified that (i) only public business matters lawfully exempted from open meeting requirements and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the closed session or meeting by the Electoral Board.

**Roll Call Vote:**

	Vote:
Chairman, Tom Ross _____	Aye
Vice Chairman, Curt Chandler _____	Aye
Secretary, Richard Herrington _____	Aye

**PROPOSED ELECTORAL BOARD POLICY – CITY PARTY ADHERENCE TO §24.2-115**

As a follow-up action to the March 10, 2017 Electoral Board meeting, the Secretary presented to the Electoral Board members a proposed Electoral Board policy; this policy would require that in December of each year the Electoral Board would notify the respective Democrat and Republican Party Chairs that they may nominate individuals to serve as officers of election. The proposed policy in many ways duplicates Virginia Code §24.2-115 but members of the Electoral Board believe it is necessary as the respective parties' experience personnel turn-overs that could lead to a situation wherein a new party chair would not aware of their ability to nominate individuals to serve as officers of election. A motion to approve the proposed policy was made by the Chairman and seconded by the Vice Chairman. Discussion followed. When the question was called, the vote to approve the proposed policy was unanimous.

The policy was signed by the members of the Electoral Board and the Deputy General Registrar was asked to post the policy after the meeting.

**ELECT ELECTORAL BOARD JOB DESCRIPTION**

A copy of the recent VEBA job description for electoral board members was distributed to Board members. Discussion of the job description followed and it was noted the document emphasizes the authority for administration of all aspects of elections for the locality remains with the Electoral Board, to include oversight of the General Registrar/Director of Elections. The document highlights electoral board responsibilities that are directly related to election administration and details certain activities which are critical to ensuring the truth, accuracy and dependability of vote totals.



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**ELECT ANNUAL TRAINING UPDATE**

The Secretary reported that ELECT contract discussions were on going and ELECT had not yet determined the exact date and location for the training. That information will be disseminated as soon as ELECT completes contract negotiations. The last week of June 2017 is the anticipated time period. The Secretary also reported he had contacted ELECT (Paul Stenbjorn) to determine if the Secretary was required to attend training.

**VOTER FRAUD AWARENESS UPDATE**

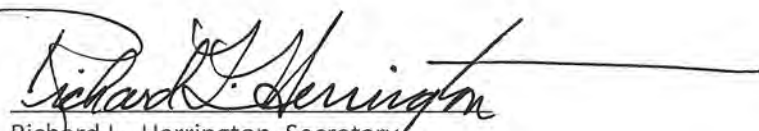
The Vice Chairman asked if any additional information was available concerning the recent increase in media reporting of possible voter fraud. Discussion of the subject revealed that ELECT had not yet distributed any new information and the Electoral Board should stay attuned to media reports. The City of Fairfax does not experience the problems other (and certainly larger) localities suffer. The vetting process used by the General Registrar is exceptional thorough and the Electoral Board is confident of jealous and complete adherence to Virginia election laws.

**EG WORKING GROUP – DELEGATION DOCUMENT**

The Working Group (WG) reviewed the document and made minor changes. The Secretary will incorporate the changes and stated he believed the document would be ready to present to the General Registrar for her review/comments the next time the Board should meet.

**ADJOURNMENT**

The meeting adjourned at 12:07 p.m.

  
Richard L. Herrington, Secretary  
City of Fairfax Electoral Board