

**VOTER REGISTRATATION  
AND ELECTIONS  
City of Fairfax  
June 9, 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 Brenda Cabrera, General Registrar/Director of Elections.

**APPROVAL OF MINUTES MAY 23, 2017 ELECTORAL BOARD MEETING**

The Chairman moved that the minutes of the May 23, 2017 EB meeting be approved as written. The Vice Chairman seconded the motion and it was passed unanimously.

**GENERAL REGISTRAR/DIRECTOR OF ELECTIONS REPORT AND UPDATE.**

The General Registrar provide the EB with a review of recent activities and updates related to the Primary Election to be held on Tuesday June 13, 2017.

- Absentee Voting numbers: A handout was provided that detailed the numbers; of note 89 voters had been cast votes for Democrat candidates and 21 voters had cast votes for Republican candidates.
- OE applications/vetting: No new applications had been received the past two weeks
- Precinct to Registrar Communications: The General Registrar reported land-line phones and mobile phones would be used and was satisfied all communications needs had been met.
- Election Night Supply Return: The processes developed over the past two elections have proved superior and will be adopted again. It was noted that the post office needed to be visited at 4:45 p.m. on June 13, 2017 to obtain any ballots received; the EB will work with the General Registrar to ensure
- Party or Neutral observer requests: No requests have been received. It was noted candidates could observe consistent with the Code of Virginia and party chairs could still issue appropriate authorizations.
- Review contract from DemTech (pollbooks): The General Registrar distributed a copy of the proposed DemTech contract. City contracting has the document and will address it in detail. All localities using the DemTech pollbook are now going through the same contractual review.
- June 14-16 Activity: The General Registrar and the EB discussed activity for the Canvass; based on past experience, the Canvass will begin at 10:00 a.m. on Wednesday June 14. It is believed most of the required actions will be completed on the 14<sup>th</sup> and the only remaining issue will be voters having until Friday June 16, 2017 at 12:00 p.m. to submit required identification for ID ONLY



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provisional ballots. It is anticipated the Canvass shall recess sometime on the 14<sup>th</sup> and be called to order at 11:00 a.m. on Friday June 16, 2017.

- Annual Training: The Vice Chairman and Deputy General Registrar shall car pool. The General Registrar has been asked to participate in a study of voter registration
- Staff leave schedule: the General Registrar discussed a number of days she would be "off" and explained the gr office had the required coverage.
- Job posting for Assistant Registrar

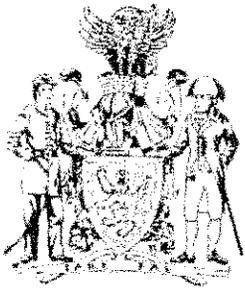
#### **PCT 1 ADA Issue**

The EB explained the findings of the visit to PCT 1 and have not yet received feedback from the manager there, a Mr. Boyd Harrison. The Secretary will follow up after the meeting with PCT 1.

#### **June 13, 2017 Primary Election**

The Secretary conducted a review of the actions needed to ensure the Electoral Board and the office of the General Registrar/Director of Elections was prepared for the Primary Election on June 13, 2017.

- EB required review of Security Manual
- Preparation/Training of OEs
- Voting Equipment Deployment June 12, 2017
- Access coordination with all Precincts
- Sign & Signal Coordination; vehicle and crew
  - Scheduled start; 8:30 a.m. start at Green Acres
  - OVO/OVI/Ballot Box/Marking Stations/Signage
- Meetings with Chiefs on June 12, 2017
  - Swearing In
  - Distribution of Chief Materials
- EB Plan Election Day, June 13, 2017
  - 4:30 a.m. assembly at Sisson House
  - EB Members Distribute Ballots to Assigned Precincts; Rick 2/4, Tom 1/6, Curt 3/5
  - Meet 5:15 a.m. DD for OE supplies/distribution
  - Activities – circulate, be available
  - Electoral law compliance
    - §24-2.604 Prohibited Activities
    - §24-2.604.C Capturing of digital images by authorized reps prohibited (Mobile phone)
    - §24-2.604.I Neutral observers authorized by GR or EB
- Close Polls at 7:00 p.m., Chiefs return of materials, review of documents
- Preparation of materials for the Clerk of the Court; the General Registrar confirmed the Clerk of the Court would be ready to receive the materials after 9:00 p.m. on June 13, 2017 and coordination for actual delivery time would be effected through a call from the Secretary to the Clerk's office.



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#### Voting Issues

The Secretary referred to the agenda and gave a quick review of the numbers articles that have recently appeared in the press; the review covered the following items:

- Voter fraud
- More news coverage of alleged illegal voting; several news articles shared.
- More news coverage of alleged Russian interference with 2016 Presidential Election
- Recent government disclosure of IT related breaches of voting related equipment
- Registration equipment; several news articles shared.
- Voting equipment; several news articles shared.
- ELECT and VERIS actions and official position on voting system integrity

Discussion of these items followed. As there has been considerable attention given to the reported interaction between DHS and many states concerning voting integrity, the General Registrar was tasked with contacting ELECT to determine what if anything Virginia did when offered "help" from DHS to provide assistance. The General Registrar will report her findings to the EB.

Note: U.S. Elections Systems have been designated critical infrastructure. There are 16 designated critical infrastructure sectors [See Presidential Policy Directive 21 (PPD-21) which fall under the National Infrastructure Protection Plan (NIPP); DHA has designed U.S Election systems as Critical Infrastructure under the critical infrastructure sector, "Government Facilities."]

- General Registrar and EB coordinated communications strategy

The EB and General Registrar discussed and agreed on a communications strategy that will be used to ensure the voters of the City of Fairfax that the voting system used in the City is secure and they can be confident in the integrity of the system.

#### **CLOSED SESSION – PERSONNEL MATTER**

At 12:02 p.m. the Secretary 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.

Upon a motion made by the Secretary at 12:22 p.m. , seconded by the Chairman, and passed by unanimous vote of the Electoral Board, the Electoral Board reconvened in open session.

#### **CERTIFICATION**

At 12:23 p.m. upon a motion made by the Chairman, seconded by Vice Chairman, and passed upon



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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

**NEXT MEETING**

The Election begins at 6:00 a.m. on June 13, 2017. The Canvass begins 10:00 a.m. June 14, 2017

**ADJOURNMENT**

The meeting adjourned at 12:24 p.m.



Richard L. Herrington, Secretary  
City of Fairfax Electoral Board