



**VOTER REGISTRATATION
AND ELECTIONS
City of Fairfax
March 25, 2020 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 10:09 a.m.

PRESENT

Richard Herrington, Secretary; Curt Chandler, Chairman; and Brenda Cabrera, Director of Elections/General Registrar (DE/GR). Lorraine Koury, Vice Chairman, joined the Board meeting via telephone consistent with City of Fairfax Electoral Board Policy #1, Electronic Participation in Meetings (VA Code §§ 2.2-3707, 2.2-3708, 2.2-3708.1, 2.2-3711, 2.2-3712).

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 MARCH 4, 2020 AND MARCH 17, 2020

There were three minor changes needed for the March 4, 2020 minutes; the Secretary stated the minutes would be corrected today. The Chairman moved the minutes for the March 4, 2020 meeting, corrected by the Secretary, be approved. The Vice Chairman seconded the motion and it passed unanimously. The minutes for the March 17, 2020 were tabled until the next Board meeting.

CHANGES TO THE CITY OF FAIRFAX'S HOME PAGE

A question was raised by the Board concerning the possibility of modifying the City's home page with an advertisement or inducement to promote absentee voting. The DE/GR stated she was in constant contact with the City's IT Department and already investigating modifications that might induce more City residents to opt for absentee voting.

POSSIBLE HIGH-LEVEL CHANGES TO THE ELECTION PROCESS

The Chairman noted VRAV and VEBA sent a joint letter to ELECT on March 19, 2020 related to the possibility of changes to existing election process. Specifically, it was recommended that for the May and June elections, all polling locations be closed and only mail be used for the submission of ballots. The Commissioner replied to the letter the following day and stated, "...The situation continues to evolve and we will continue to update you with additional guidance..."

It is anticipated the pandemic will require changes to be made, but what those changes are depends on how the pandemic evolves. At this time there are no ELECT directed changes to established process, procedures. The dates of the May and June elections remain the same. With the exception of delaying scheduled elections as the law allows, it appears only the Governor, under §44-146.17.1 Code of Virginia, has the authority to take other action.

It was agreed by the Board that the DE/GR has the authority to take necessary measures to support normal processes for voting. For the May 5, 2020 City Election, normal processes will be followed, and residents will be encouraged to vote by mail.



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RECENT LOCAL CHANGE AFFECTING THE ELECTION PROCESS

The City of Fairfax has instituted a “LIMITED ACCESS ACTION PLAN – CITY HALL” that is anticipated to be in effect on May 5, 2020. This limited access plan exempts absentee voting. Depending on election day turnout, there is the possibility delays in voting. All precinct facilities have been contacted and we have no notice of closures at this time.

The April “CITY SCENE” contains an entire page devoted to voting. It is hoped this will encourage as many voters as possible to vote by mail.

OTHER MATTERS

The DE/GR stated she was investigating the potential costs of sending ballot applications to all City residents. The DE/GR was interviewed recently by media representatives and her input will most likely be included in articles related to the impact of the pandemic on established voting processes.

REVIEW/UPDATE OF THE CALENDAR

The date for CAP L&A testing for the June Primary is scheduled for April 21, 2020. L&A testing for the precincts is scheduled for May 15, 2020.

DATES FOR FUTURE MEETINGS

The Board discussed the pandemic situation. It was agreed there should be meetings again in the immediate future as the pandemic situation was fast moving and ELECT or the Governor may provide information that will impact the City of Fairfax. The DE/GR was asked to advertise two Board meetings in April; the first will be April 2, 2020 at 10:00 a.m. in City Hall and the second will be on April 7, 2020 at 1:00 p.m. in City Hall. The DE/GR will have the meetings advertised.

SECURITY REVIEW

At 11:53 a.m., the Chairman moved the City of Fairfax Electoral Board, in addition to the DE/GR Brenda Cabrera, convene in closed session to discuss security matters pursuant to § 2.2-3711 (A) (34) of the Code of Virginia. The motion was seconded by the Vice Chairman and when the question was called, the motion passed unanimously.

At 12:09 p.m., the Chairman moved the Electoral Board of the City of Fairfax end the closed session and the only matters discussed were security matters, as identified in the motion to close the meeting pursuant to the Virginia Freedom of Information Act, and that the Chairman’s motion be approved in open session.

The Vice Chairman seconded the motion. 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>



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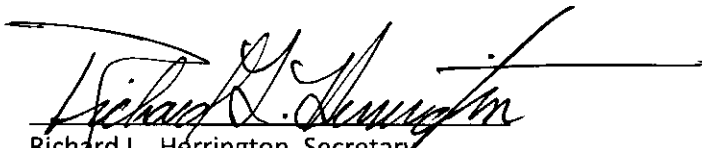
Upon a motion made by Chairman, seconded by the Vice Chairman, it is certified that (i) only public business matters lawfully exempted from open meeting requirements and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the Closed Session by the Electoral Board.

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>

ADJOURNMENT

The meeting adjourned at 12:10 P.m.


Richard L. Herrington, Secretary
City of Fairfax Electoral Board

