



**VOTER REGISTRATATION
AND ELECTIONS
City of Fairfax
April 14, 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 10:08 a.m.

PRESENT

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

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 APRIL 2, 2020 AND APRIL 7, 2020

The Chairman moved the approval of the minutes for the April 2, 2020 and April 7, 2020 meetings be tabled. The Vice Chairman seconded the motion and it passed unanimously.

REGARDING MAY 5, 2020 AND NOVEMBER 3, 2020 ELECTIONS

There was discussion of the best methods to keep both officers of election (OE) and voters informed about the status of the elections. Social media and other forms of communications normally used will continue to be used to ensure the latest information is made available. The City’s web page now highlights voting and will assist voters.

There have been questions from elected officials concerning the costs associated with conducting an election during this pandemic situation and also the costs associated with the potential of moving the May 5, 2020 City Election to November 3, 2020. Given the rapidly changing public health situation, it is not feasible to provide cost data which may immediately change as the situation unfolds. Given the excellent management of the budget, it is believed there are now sufficient funds to support any changes as the result of the present situation. For planning purposes, it is believed there may be some minor increased expenditures associated with procuring personal protective equipment and ballots which would have to be printed with candidates for offices at both the federal and local level.

Planning is on-going for the May 5, 2020 City Election. Should curbside voting be required for all voting, an increase in signage, traffic management devices and equipment to support curbside voting, the City will be asked to provide the necessary resources. It is believed the City may have available most if not all the equipment that might be needed. Board members will review precincts to determine if there is room to conduct curbside voting for all voters of those precincts.

Voters are strongly encouraged to request mail-in ballots for the May 5, 2020 City Election. The Virginia legislature meets on April 22, 2020 and may pass legislation which will settle the question about moving the May 5, 2020 City Election to November 3, 2020.



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Should the May 5, 2020 City Election be moved to November 3, 2020, detailed guidance received from ELECT concerning the status of all mailed-in ballots for the May 5, 2020 City Election will be followed; the ballots will remain sealed and appropriately stored. The existing ballots cannot be used for a November 3, 2020 City Election as they are specifically for a May 5, 2020 City Election. Given a change in the voting month, it is possible for other candidates to file for and run for elected offices in the City. Voters that wish to vote by mail for the November 3, 2020 election must request a ballot; there is no provision in law that directs the DE/GR to send ballots to voters without a request from the voter.

RECESS:

The Board recessed at 11:32 a.m.

RECONVENE:

The Board reconvened at 11:49 a.m.

REGARDING THE JUNE 23, 2020 DUAL PRIMARY

The dual primary originally scheduled for June 9, 2020 has been moved to June 23, 2020 at the direction of the Governor of Virginia (Executive Order 56 issued April 13, 2020; authorized by § 24.2-603, § 24.2-701 and § 24.2-709). Qualified voters have until June 16, 2020 to request an absentee ballot and the last day to vote absentee in person is June 20, 2020. The deadline for returning an absentee ballot is 7:00 p.m. on June 23, 2020.

All appropriate social media and other forms of communication available are being used by the DE/GR to communicate this information. There is on-going recruitment for OEs.

OTHER MATTERS

FOIA policy and adherence was discussed. The fast changing public health situation is anticipated to generate an increased demand for information. Adherence to FOIA policy as detailed in § 2.2-3700 "The Virginia Freedom of Information Act" can be especially difficult because of the challenges the Board faces; two Board members trying to exchange needed information in a rapidly changing situation may unintentionally be considered to have conducted a "meeting." Board members were reminded that all email communications that are related to voting matters in anyway are subject to FOIA.

HB2178 report. All Board members have reviewed the necessary documents. The Secretary provided a draft response to ELECT for the Boards' review; specifically, the City of Fairfax is in compliance with HB2178. Format for reporting the current status of compliance with HB2178 has not been published and the Secretary will call ELECT after the meeting to obtain the format desired by ELECT. The report will be sent on April 15, 2020.

There was discussion of the several (six) new laws related to Virginia elections. The DE/GR will ensure the OEs are given appropriate training.

Ballot distribution will be conducted using established procedures and public health advisories.



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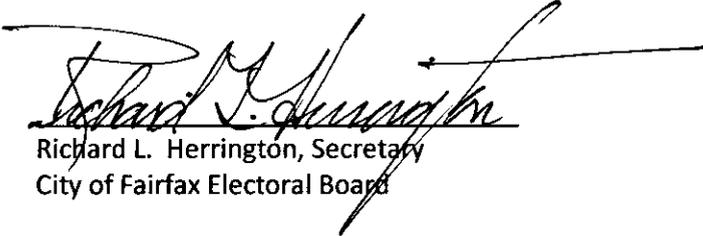


REVIEW/UPDATE OF THE CALENDAR

It was agreed another Board meeting would be required after the Legislature meets on April 22, 2020. A review of schedules indicated the next available date for all Board member and the DE.GR was on April 24, 2020. A meeting will be advertised for April 24, 2020 at 9:30 a.m.

ADJOURNMENT

The meeting adjourned at 12:48 p.m.


Richard L. Herrington, Secretary
City of Fairfax Electoral Board

