



**VOTER REGISTRATATION  
AND ELECTIONS  
City of Fairfax  
February 5, 2019 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 10:35 a.m.

**PRESENT**

Richard Herrington, Secretary; Curt Chandler, Chairman; Lorraine Koury, Vice Chairman; Brenda Cabrera, Director of Elections/General Registrar and Nancy Tingen, Deputy 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 OF PRIOR MEETINGS; SEPTEMBER 25, 2018 AND NOVEMBER 28, 2018**

The amendments to meeting minutes had not yet been consolidated. Discussion of the process to provide correction to meeting minutes allowed the Chairman, without objection, to table discussion and move to the next item on the agenda. The Chairman stated approval of meeting minutes would take place at the next scheduled Electoral Board meeting.

**PARTY CHAIRS REMINDED TO NOMINATE OFFICERS OF ELECTION**

Electoral Board Policy #3 requires the Electoral Board to notify the City political parties of their right to nominate officers of election. The Chairman confirmed the Democrat Party of the City of Fairfax was notified and the Secretary confirmed the Republican Party of the City of Fairfax was notified as required by Electoral Board Policy #3.

**CITY MANAGER**

The new City Manager for the City of Fairfax, Mr. Robert A. Stalzer, arrived at 10:48 a.m. following an invitation to attend the Electoral Board meeting. Mr. Stalzer was introduced by the Director of Elections/General Registrar to the Electoral Board and spent several minutes discussing his background and new position with the City. The interaction allowed the City Manager and the Electoral Board to review the responsibilities and processes used to support the residents of the City. Mr. Stalzer departed the meeting at 11:24 a.m.

**RECESS**

The Electoral Board meeting stood in recess at 11:25 a.m.

**RECONVENE**

The Electoral Board meeting reconvened at 11:32 a.m.

**APPOINTMENT OF OFFICERS OF ELECTION**

§24.2-109 and 24.2-115 of the Code of Virginia require the Electoral Board to appoint officers of election (OE) at its regular meeting in the first week of February of the year in which the terms of the OEs are



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scheduled to expire. The Deputy Registrar provided a list of officers of election (OE) for reappointment and briefly described the process used to ensure the individuals being recommended to the Board were properly screened. After discussion, the Secretary moved the list of OEs recommended for reappointment provided by the Deputy Registrar be approved. The Vice Chairman seconded the motion and it passed unanimously. A copy of the list of individuals appointed is appended to these minutes.

**VOTING EQUIPMENT SECURITY**

At 11:38 a.m., the Secretary moved the City Of Fairfax Electoral Board convene in closed session pursuant to § 2.2-3711 (A) (19) of the Code of Virginia to discuss plans related to the security of voting equipment. The motion was seconded by the Vice Chairman and when the question was called, the motion passed unanimously.

At 12:24 p.m., the Secretary moved the Electoral Board of the City of Fairfax certify that in closed session just concluded the only matters discussed were plans related to the security of voting equipment, as identified in the motion to close the meeting pursuant to the Virginia Freedom of Information Act, and that the Secretary’s motion be approved in open session. The Vice Chairman seconded the motion. When the question was called, 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>

**RISK LIMITING AUDIT (RLA) REPORT AND FOLLOW-UP**

The Director of Elections/General Registrar stated ELECT was committed to RLA type audits appropriate for the Commonwealth and there are now 13 states that have some form of post-election audits; the Director of Elections/General Registrar also stated a report of the City’s pilot RLA project was published by Verified Voting and titled “City of Fairfax, VA Pilot Risk-Limiting Audit August 2018.” In the discussion that followed, it was the sense of the Board that ELECT would continue to devote resources to the development of RLAs appropriate for the Commonwealth.

**LIKELIHOOD OF JUNE PRIMARY**

Electoral Board members and the Director of Elections/General Registrar indicated they had not yet heard any indication there would be a June primary for either political party. The Chairman stated the League of Women Voters of the Fairfax Area (LWVFA) was having its annual meeting on April 6, 2019; he will provide a link to a website which has the specifics of the meeting.

**ESTABLISHMENT OF ANOTHER FULL-TIME POSITION IN THE GENERAL REGISTRAR’S OFFICE**

The Electoral Board and Director of Elections/General Registrar discussed the need for additional staffing and would continue efforts to establish a second full-time position in the office of the General Registrar.



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**UPDATE ON ELECTRONIC POLLBOOKS**

The Director of Elections/General Registrar stated discussions with DemTech continued. Results of discussions will be shared with the Electoral Board.

**STATUS OF NO-EXCUSE VOTING**

Efforts continue in Richmond to develop legislation for no-excuse voting. Many localities are concerned about resource implications which must be addressed by the legislature.

**ARLINGTON ELECTORAL BOARD MEETING**


The Chairman attended the Arlington County Electoral Board meeting to observe how their meeting was conducted. He reported the Arlington Electoral Board was looking at the possibility of obtaining new pollbooks and the meeting was conducted somewhat differently than City of Fairfax Electoral Board meetings because of the size of the locality.

**SCHEDULE FOR MARCH 2019 ELECTORAL BOARD MEETING**

It was the consensus of Electoral Board members March 4, 2019 could be used; after discussion, 9:30 a.m. is amenable as a starting time.

**ADJOURNMENT**

The meeting adjourned at 12:58 p.m.

  
Richard L. Herrington, Secretary  
City of Fairfax Electoral Board

