



**VOTER REGISTRATATION
AND ELECTIONS
City of Fairfax
March 4, 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 9:32 a.m.

PRESENT

Richard Herrington, Secretary; Curt Chandler, Chairman; Lorraine Koury, Vice Chairman; Brenda Cabrera, Director of Elections/General Registrar; Colonel Erin Schaible, City of Fairfax Chief of Police and her command staff; Captain Craig Buckley, Criminal Investigations Division; Captain Daniel Grimm, Field Operations Division; Captain Jeffrey Hunt, Professional Standards Division; and Captain Mitch Johnson, Administrative Services.

MEMBERS OF THE PUBLIC TO SPEAK

There were no members of the public present who wished to speak or observe the meeting.

ADJUSTMENT TO AGENDA

The Chairman noted the presence of the command staff of the City of Fairfax Police Department and without objection, modified the agenda to begin the meeting with the City of Fairfax Police Department representatives.

CITY OF FAIRFAX POLICE DEPARTMENT

At the invitation of the Director of Elections/General Registrar, Colonel Schaible met with the Electoral Board. Colonel Schaible had been recently selected by the City Council to fill the position of Chief of Police following the retirement of the previous Chief of Police. Colonel Schaible brought to the meeting her command staff. There was a short introduction of all present and the Electoral Board congratulated Colonel Schaible on being selected for her new position.

The meeting afforded the Electoral Board and the Director of Elections/General Registrar the opportunity to have a meaningful discussion with the leadership of the City of Fairfax Police Department; election laws and the interactive processes in place to support the citizens of the City were discussed. Established procedures were reviewed, primary points of contact identified, and the sense of the Board was the positive relationship with the Police Department and flow of information related to voting matters would continue.

The Electoral Board and Director of Elections/General Registrar thanked the Colonel and her staff for taking time to meet with them and reinforce an already positive relationship. Colonel Schaible and her staff departed at 10:28 a.m.

RECESS

The Electoral Board stood in recess at 10:29 a.m.



**VOTER REGISTRATATION
AND ELECTIONS
City of Fairfax
March 4, 2019 Electoral Board Meeting Minutes**



RECONVENE

The Electoral Board reconvened at 10:32 a.m.

REORGANIZATION OF THE ELECTORAL BOARD OF THE CITY OF FAIRFAX

The Code of Virginia § 24.2-106 and § 24.2-107 are related to Electoral Board composition and organization during a required meeting in March of each year. After an arduous campaign, the Chairman opened the floor to nominations; Richard L. Herrington was nominated for Secretary; Curt Chandler was nominated for Chairman; and Lorraine Koury was nominated for Vice Chairman. The Secretary moved that nominations be closed, and the motion passed unanimously. When the question was called, the Board voted unanimously for Richard L. Herrington, Secretary; Curt Chandler, Chairman; and Lorraine Koury, Vice Chairman.

The Secretary thanked the Board members for their dedication to the City of Fairfax and thanked the Director of Elections/General Registrar for the continual outstanding performance of the staff of the Office of General Registrar.

APPROVAL OF MINUTES OF PRIOR MEETINGS; SEPTEMBER 25, 2018; November 7-8-9, 2018; NOVEMBER 28, 2018; AND FEBRUARY 5, 2019.

Amendments to the above meeting minutes had been consolidated except for the minutes for the November 7-8-9, 2019 meeting. Discussion of the process of providing correction to meeting minutes allowed the Secretary to make immediate changes to minor grammatical errors and spelling for the minutes of September 25, 2018, November 28, 2018; and February 5, 2019.

- The Chairman moved the minutes for September 25, 2018 be approved as corrected. The Vice Chairman seconded the motion and when the question was called, the motion passed unanimously.
- The Chairman moved the minutes for November 28, 2018 be approved as corrected. The Vice Chairman seconded the motion and when the question was called, the motion passed unanimously.
- The Chairman moved the minutes for February 5, 2019 be approved as corrected. The Vice Chairman seconded the motion and when the question was called, the motion passed unanimously.

The Chairman tabled discussion of the minutes for the November 7-8-9, 2018 meeting until the next Board meeting.

SECURITY CAGES

The Chairman noted that research related to the possible procurement of security cages for voting equipment being conducted by the Director of Elections/General Registrar was important, but other security related matters may have priority. After a short discussion, the Secretary suggested more time was needed to address security related matters. The Chairman recommended the Board meet as soon as practicable to discuss security related matters. It was the sense of the Board that a meeting could take place immediately upon arrival at the Omni Homestead in Hot Springs VA on March 8, 2019 just prior to the start of the 2019 Virginia Electoral Board Association (VEBA) Annual Meeting.



**VOTER REGISTRATATION
AND ELECTIONS
City of Fairfax
March 4, 2019 Electoral Board Meeting Minutes**



DISCUSSION OF BUDGET AS SUBMITTED BY THE CITY MANAGER

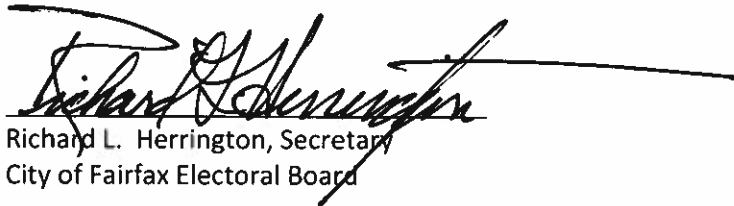
The Director of Elections/General Registrar briefed the Electoral Board on the status of the budget submitted by the City Manager and especially the request to obtain additional staffing for the Office of the General Registrar. The budget as submitted does support a second full-time position in the Office of the General Registrar. The City Council will make the final decision.

SCHEDULE FOR MARCH 2019 ELECTORAL BOARD MEETING

It was the consensus of Electoral Board members that March 8, 2019 at 1:30 p.m. be advertised as the next meeting of the Electoral Board. The Chairman asked the Director of Elections/General Registrar to have the meeting advertised.

ADJOURNMENT

The meeting adjourned at 12:05 p.m.


Richard L. Herrington, Secretary
City of Fairfax Electoral Board

