



**VOTER REGISTRATATION
AND ELECTIONS
City of Fairfax
July 29, 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 8:51 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 OF JUNE 12, 2019 ELECTORAL BOARD MEETING

The Chairman moved the minutes for the June 12, 2019 Electoral Board meeting be approved as corrected during the meeting. The Vice Chairman seconded the motion and it passed unanimously.

APPOINTMENT OF OFFICERS OF ELECTION

The DE/GR stated there were no new applications to consider at this time.

BRIEF UPDATE FROM THE DE/GR

The DE/GR stated there were several on-going activities to recruit new officers of election. Those activities included:

- Advertising in City Scene;
- Sending recruitment data to presidents of the various homeowner associations (HOA) in the City;
- Possible participating in the "Rock the Block" event; this would require a canopy, banners and officers of election to staff the event.

The DE/GR reported that she spoke with one of the scooter companies operating in the City to do a promotional for Election Day, 'take a scooter to the polls'.

Ike has been assigned lead for the office of the DE/GR to hold a sticker contest for the 2020 election; details are being finalized.

The ballot order for the November general election has been finalized; 11,100 ballots have been ordered.

A VRAV presentation is scheduled to be made by the DE/GR for September 4, 2019.

A meeting with IT & election staff is planned for September 12, 2019

Risk limiting audit related meetings will be scheduled in the next few months. The DE/GR will inform the Board of any in which she is invited to participate. Additionally, there are Council Governments (MWCOG) operations meetings which also may be attended.



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ANNUAL PERFORMANCE REVIEW OF DE/GR.

At 9:12 a.m. the Secretary moved the City Of Fairfax Electoral Board convene in closed session to discuss personnel matters pursuant to § 2.2-3711 (A) (1) of the Code of Virginia. The motion was seconded by Vice Chairman and when the question was called, the motion passed unanimously.

At 9:37 a.m., the Secretary moved the Electoral Board of the City of Fairfax certify that in closed session just concluded the only matters discussed were personnel issues, 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>

POLL BOOKS

The DE/GR reported that new electronic pollbooks manufactured by Poll Pad will soon arrive and training will be appropriately scheduled.

VACATION SCHEDULES

The Electoral Board and the DE/GR discussed; deconfliction has been achieved and there will be adequate coverage at the GR office during the “vacation season.”

ADJOURNMENT

The meeting adjourned at 10:13 a.m.


Richard L. Herrington, Secretary
City of Fairfax Electoral Board