



**VOTER REGISTRATATION
AND ELECTIONS
City of Fairfax
October 17, 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 1:36 p.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 JULY 29 and SEPTEMBER 24, 2019 ELECTORAL BOARD MEETINGS

The Secretary moved the minutes for the July 24 and September 29, 2019 Electoral Board meeting minutes be approved as written. The Vice Chairman seconded the motion and it passed unanimously.

APPOINTMENT OF OFFICERS OF ELECTION

The DE/GR stated there were two (2) new applications to consider; Susan Lacey and Christian Phillips. After review of the applications, the Chairman moved that Susan Lacey be appointed an officer of election. The Secretary seconded the motion and it passed unanimously. The Chairman then moved that Christian Phillips be appointed an officer of election. The Secretary seconded the motion and it passed unanimously 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:

- Poll books; the new 'Poll Pad' poll books are in place and initial operator training is being planned. The Deputy GR visited Arlington to learn from their experiences with Poll Pad. Of concern - the printer which comes with the Poll Pad devices does not now print labels which could be used to expedite the processing of absentee voters. The DE/GR has contacted the vendor to obtain clarification on printer capability.
- Precinct Signs; the DE/GR, reporting for the Sign Committee, stated that a survey was conducted in Precinct 5 and two additional informational signs had been ordered. She shared images of the new precinct signs and a map which displayed the location of the new signs with the Electoral Board.
- Budget; the DE/GR stated the budget covers the anticipated demands elections in 2019 and 2020.

PLANS FOR 2020 ELECTIONS

The DE/GR reported that two (2) Open Elect Voting Optical Scan (OVO) scanner will be rented for the 2020 Presidential Election. This will ensure the largest precincts in the City are adequately equipped and allow the DE/GR to have a reasonable number of back-up OVOs to support any unusual circumstances.

The single location for absentee voting in 2020 will remain the office of the DE/GR.



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PERSONNEL AND SECURITY REVIEW

At 2:30 p.m. the Secretary moved the City Of Fairfax Electoral Board, in addition to the DE/GR Brenda Cabrera, convene in closed session to discuss personnel matters pursuant to § 2.2-3711 (A) (1) and security matters pursuant to § 2.2-3711 (A) (35) of the Code of Virginia. The motion was seconded by Vice Chairman and when the question was called, the motion passed unanimously.

At 4:15 p.m., the Secretary moved the Electoral Board of the City of Fairfax end the closed session and the only matters discussed were personnel and security 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. 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>

Upon a motion made by Secretary, 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:

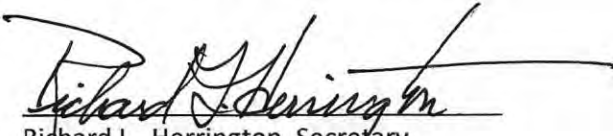
<u>Position</u>	<u>Name</u>	<u>Vote:</u>
Chairman	Curt Chandler	<u>Aye</u>
Vice Chairman	Lorraine Koury	<u>Aye</u>
Secretary	Richard L. Herrington	<u>Aye</u>

REVIEW OF CALENDAR

The DE/GR will send an updated calendar to Electoral Board members in the immediate future.

ADJOURNMENT

The meeting adjourned at 4:30 P.m.


Richard L. Herrington, Secretary
City of Fairfax Electoral Board