



**VOTER REGISTRATATION
AND ELECTIONS
City of Fairfax
May 2 &3, 2018 Electoral Board Meeting Minutes**



**Brenda F. Cabrera
Director of Elections
General Registrar**

**Electoral Board
Secretary: Richard Herrington
Chairman: Curt Chandler
Vice Chairman: Lorraine Koury**

PRESENT:

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

May 2, 2018

CALL TO ORDER:

The Chairman called the meeting to order at 10:11 a.m. At 10:12 a.m., the Secretary moved the Canvass for the City Of Fairfax Election be convened in closed session pursuant to § 24.2-653.B of the Code of Virginia to evaluate the eligibility of provisional voters for the purpose of considering whether each person who submitted a provisional ballot at the Election was qualified to do so, and also that the General Registrar and any authorized representatives of candidates or political parties, as specified in § 24.2-653.B, be allowed to remain in the room during the closed meeting, and that any persons who cast provisional votes and who are present be allowed to enter the room while their qualifications are considered and to present any relevant information on their behalf to the Board.

The motion was seconded by the Vice Chairman and discussion followed; the General Registrar/Director of Elections stated that no one was present who wished to speak with the Electoral Board. The question was called and the motion passed unanimously.

At 10:14 a.m., upon a motion made by the Vice Chairman and seconded by the Secretary and unanimously approved by the Electoral Board, the Electoral Board reconvened in open session.

The Vice Chairman moved the Electoral Board of the City of Fairfax certify that in closed session just concluded the only matters discussed were the qualifications of provisional voters, as directed by § 24.2-653 of the Code of Virginia, and as identified in the motion to close the meeting pursuant to the Virginia Freedom of Information Act, and that the Chairman’s motion be approved in open session. The Secretary seconded the motion. When the question was called, the motion passed unanimously:

Roll Call Vote:

	<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>

The General Registrar/Director of Elections and the Electoral Board continued the Canvass to verify available election results. All City precincts were examined in the following order; Precinct One (1) through Precinct Six (6) and then the Central Absentee Precinct (CAP). At 1:11 p.m., the Vice Chairman moved that the Electoral Board recess until 3:00 p.m. The motion was seconded by the Secretary and approved unanimously.



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At 3:10 p.m., the Electoral Board reconvened to continue work on election results.

At 3:36 p.m. the Canvass of all City's precincts was completed except for ID Only provisional voters. The General Registrar reported that two (2) ID Only provisional voters had not yet provided to the General Registrar's office acceptable identification. Discussion of the probability of the voters providing acceptable identification later in the day or on the following day, May 3, 2018 caused the Board members to review their options on when to next meet. The Secretary moved the provisional ballots meeting and the Canvass of the City of Fairfax Election stand adjourned until 12:00 p.m. on Friday, May 4, 2018 unless the General Registrar received the necessary ID Only provisional voters required identification prior to 12:00 p.m. on May 4, 2018. The motion was seconded by the Chairman and passed unanimously.

May 3, 2018, 2017

The morning of May 3, 2018, the General Registrar informed the Electoral Board the remaining ID Only provisional voters had provided the identification required by law. Based on this information, the Electoral Board returned to the Sisson House to reconvene the Canvass and provisional ballots meeting for the City of Fairfax Election.

CALL TO ORDER:

The Canvass and provisional ballots meeting was called to order at 11:32 a.m. Present were Richard Herrington, Secretary; Curt Chandler, Chairman; Lorraine Koury, Vice Chairman; and Brenda Cabrera, General Registrar and Director of Elections.

The provisional meeting consisted of a review of all provisional ballots by precinct in precinct order; the qualification of voters that cast provisional ballots were reviewed:

The Electoral Board voted on the qualifications of two (2) ID Only provisional voters:

- The Electoral Board determined that both (2) ID Only provisional voters presented an acceptable form of identification and were qualified to vote.

Votes of all eligible provisional ballots were cast and tallied following the procedures prescribed in the GREB Handbook, Chapter 17, Provisional Ballots. The results were included in the required documents; voted and counted ballots were placed in a new #3 "counted ballots" envelope; and empty green envelopes from qualified voters and sealed green envelopes from persons not qualified were returned to their respective precinct's 1A envelope. All envelopes were sealed and dated by the Electoral Board.

At 12:06 p.m. the General Registrar indicated she needed to leave the meeting to affect the production of the necessary abstracts and certification documents and stated she would immediately affect entry of the provisional ballot information into VERIS. The General Registrar left the meeting.

The Electoral Board discussed items that had come to the attention of various Board members during the Election and the Canvass.



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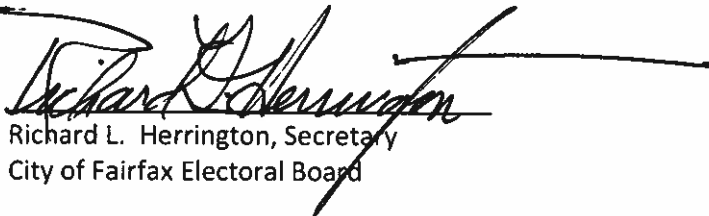


- The adhesive on the seals used to secure the flap of various envelopes had deteriorated; new seals needed to be procured.
- The management of keys used at two precincts requires attention; without adequate management of keys, the vulnerability of voting equipment is impacted.
- Compensation given to officers of election requires adjustment; compensation given to chief officers of election and regular officers of election needs to keep pace with the compensation provided by other localities. It is believed increasing between \$10 and \$25 is appropriate.
- The Electoral Board is required to submit to ELECT an annual performance evaluation of the General Registrar; the Secretary stated he would prepare a draft that would be socialized with the Chairman and Vice chairman.

At 2:14 p.m., the General Registrar presented to the Electoral Board the necessary abstracts of the election; at approximately 3:33 p.m., all election certification documents had been reviewed, signed, and sealed.

The Electoral Board discussed delivery of the documents and decided the election documents would be delivered on Monday May 7, 2018 to the Clerk of the Court. The Secretary would affect delivery of the documents to the Clerk of the Court.

The Canvass adjourned at 3:40 p.m.


Richard L. Herrington, Secretary
City of Fairfax Electoral Board

