



**VOTER REGISTRATATION  
AND ELECTIONS  
City of Fairfax  
March 10, 2017 Electoral Board Meeting**



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

**Electoral Board  
Secretary: Richard Herrington  
Chairman: Dean Ross  
Vice Chairman: Curt Chandler**

**CALL TO ORDER**

The Secretary called the meeting to order at 10:12 a.m.

**PRESENT**

Richard Herrington, Secretary; Tom Ross, Chairman; Curt Chandler, Vice Chairman; and Brenda Cabrera, General Registrar/Director of Elections.

**APPROVAL OF MINUTES OF EB MEETINGS OF FEBRUARY 3, 2017 AND FEBRUARY 8 & 10, 2017**

The Chairman moved that the minutes for the Electoral Board meetings of February 3, 2017 and February 8 & 10, 2017 be approved as written. The Vice Chairman seconded the motion and it was approved unanimously.

The Vice Chairman stated the minutes of the January 19, 2017 Emergency Electoral Board meeting may not have been approved; the Secretary stated he could not remember in which meeting the minutes were reviewed by the Electoral Board, but believed the minutes had previously been approved. The Chairman moved the minutes of the January 19, Emergency Electoral Board meeting be approved as written and the Vice Chairman seconded the motion. Discussion followed. When the question was called, the motion passed unanimously.

**VEBA REVIEW**

The Electoral Board and General Registrar discussed the VEBA meeting which has held at the Homestead in Hot Springs, VA March 3-5, 2017. Accommodations, meetings, and presentations were discussed and it was agreed the VEBA meeting had been productive; some meetings proved less productive than anticipated, many meetings were informative and of note was the legislative update provided was the most appreciated part of the annual gathering. It was agreed by the Electoral Board and General Registrar that continued participation in VEBA would be beneficial. The Vice Chairman stated he learned that coordination with other electoral boards could be beneficial to the functioning of the City of Fairfax Electoral Board and suggested the Electoral Board consider the idea. Discussion followed. It was the consensus of the Board that the Vice Chairman reach out to local electoral boards to learn how their meetings are conducted and report his findings.



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#### **JUNE 13, 2017 PRIMARIES**

The General Registrar provided a brief overview of preparations for primaries and has obtained the necessary staffing for all precincts to support the primaries. Planning will continue and as more information becomes available, the General Registrar will adjust training and staffing needed to support the process end-to-end. A new calendar of planned training events will be produced and election day guides and other documents are being updated for a primary election processes; training will focus on procedural specialists and the officers of election (OEs) who will be assigned to the Central Absentee Precinct (CAP).

The Vice Chairman asked about the retention of OEs and what were the attrition drivers. Discussion followed in which the General Registrar explained the factors observed and the continuing efforts to recruit, train and retain OEs. Of note is the number of OEs that desire to work Presidential Elections only; this artificially swells the numbers of OEs that appear to be available to the General Registrar. Recruiting is always a priority for the General Registrar.

#### **CITY COUNCIL SPECIAL ELECTION SEPTEMBER 12, 2017**

The General Registrar reported that no one has yet filed for the vacant City Council seat. There have been only two or three individuals who have asked about the filing requirements. Planning will continue; the election day guide and other documents are being updated; staffing for the precincts will be adjusted as more information becomes available.

#### **GENERAL REGISTRAR/DIRECTOR OF ELECTIONS:**

Based on informal discussions the Vice Chairman had with the General Registrar concerning staffing, the Secretary advised the General Registrar that one or more of its Board members would be available to assist the General Registrar and staff with office coverage should it be necessary. The many demands placed on the General Registrar and staff could result in assistance being required. The General Registrar graciously accepted the offer and will develop a schedule to indicate when the General Registrar and staff may require assistance.

The General Registrar briefed the Electoral Board on the status of Commonwealth voter list maintenance which is orchestrated by ELECT; within a few days ELECT should publish an updated list of voters removed from the rolls.

The General Registrar provided the Electoral Board with a copy of the General Registrar/Director of Elections budget and discussed the various items and process used by the City for budget development and approval. Discussion focused on edification of the Electoral Board.

The Vice Chairman has asked for an agenda item to discuss the possibility of having business cards printed for Board members. In discussion of that agenda item, it was determined the General Registrar would investigate the costs associated with procuring for the Electoral Board a limited number of business cards.



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The Vice Chairman asked about the possibility of the General Registrar “reminding” the Democrat and Republican Party Chairman about their ability to nominate officers of election as specified in §24.2-115. Discussion followed; as the ability of the political parties to nominate individuals is already codified, action on the part of the General Registrar to direct the attention of §24.2-115 to the party chairs could be

interpreted as political activity on the part of the General Registrar. The Secretary suggested the Electoral Board consider such notification or reminder to the party chairs to be an action more appropriate for the Electoral Board. The Secretary will draft a proposed Electoral Board policy to address this issue and present the proposed policy to the Electoral Board for consideration at its next meeting.

The Secretary directed the attention of attendees to an agenda item to discuss the assignment of official City email addresses to members of the Electoral Board. In the discussion that followed, it was determined that only the Secretary would need to have a City of Fairfax email address; the General Registrar will investigate the necessary details with the City’s IT manager and report to the Board.

The General Registrar was asked about the status and number of iPad’s that would be available for use during elections. She reported that five (5) were now available and City IT was determining if the iPads’s could be used at all precincts. If there are iPads that will only function properly in certain precincts the General Registrar will identify those iPads and ensure proper distribution.

A discussion of “PollPad” allowed the General Registrar to update the Electoral Board on the status of electronic pollbooks (EPB) used by the City of Fairfax. There was discussion of the equipment displayed at the VEBA event at the Homestead March 3-5, 2017. Given the on-going attention this matter has, continued monitoring of ELECT actions is most appropriate. The City does not need to make any changes in the immediate future. A visit to Fairfax County by Electoral Board members to observe use of the County’s EPBs could prove beneficial. The General Registrar will coordinate with the General Registrar of Fairfax County to determine when it would be appropriate to observe the EPBs in action; the up-coming Primaries would appear to be the appropriate time.

#### **VOTER FRAUD AWARENESS**

The Secretary briefed the Board and General Registrar on several articles he had read in the Washington Times related to alleged voter fraud; those articles will be forwarded to the General Registrar and Board members. It was the Secretary’s belief this subject will continue to gain attention.

The General Registrar provided copies of two recent newspaper articles related to voter fraud to the Electoral Board and reported she was contacted by the Washington Post concerning the issue. She provided a Washington Post reporter the materials which are available to the public. She pointed out a recent article in the Washington Post, authored by a member of the Virginia Senate, highlighted the City of Fairfax in what could be construed as negative.



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To specifically address the inaccuracies in one of the articles (allegedly more registered voters than residents in the City), the General Registrar provided a list of the number of registered voters compared to a breakdown of the voting age population in the City which came from the 2015 Census; With a voting age population of just under 19,000, there are just under 16,000 registered voters. Stated differently, about 81-85% of the voting age population in the City are registered to vote. Given that the City of Fairfax, like the rest of Northern Virginia is a transient area, this percentage of registered voters is consistent with other similarly populated area.

In the discussion of this matter, it was the consensus of the Electoral Board that the information provided by the General Registrar to the Washington Post was exactly the kind of accurate information needed to ensure the reporter understood the attention which the General Registrar and Electoral Board of the City of Fairfax give to this issue. The General Registrar will keep the Electoral Board informed of any additional press inquiries.

The Secretary stated that the Electoral Board and General Registrar may at any time be contacted by the media concerning this issue and recommended continuation of the response previously given when asked the question – while it is possible that voter fraud or improper voter registration could occur, the probability is exceptionally low given the numerous checks which are contained in Virginia – the Board and General Registrar cannot speak for other localities or states.

#### **EG WORKING GROUP – DELEGATION DOCUMENT**

The WG reported the review of the delegation document was on-going. As there was insufficient time to devote to the matter at this meeting, the WG will schedule the next meeting in the anticipated series of meetings needed to bring the review to a close and present the document to the General Registrar.

#### **SUCCESSION PLANNING UPDATE**

The Secretary reported the City Republican Committee was aware of the need for succession planning and had identified several qualified individuals who were willing to serve.

The Chairman and Vice Chairman reported the Democrat City Committee was invested in succession planning and actively engaged in the process. The Chairman was confident the Democrat City Committee would be able to identify qualified individuals who would be interested in servicing on the Electoral Board should it be necessary. The Secretary thanked the Chairman and Vice Chairman for their efforts.

#### **JOHN HAROLD UPDATE**

The Chairman reported he did not have any additional information to provide to the Secretary concerning Mr. Harold's activities in the City. The Secretary thanked the Chairman for his efforts and stated initial coordination had been established with the City Manager's office to prepare an appropriate document that





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would recognize Mr. Harold's many contributions to the City of Fairfax. The Secretary will report the results of the Board's efforts to gain recognition for Mr. Harold at the next meeting of the Electoral Board.

**CLOSED SESSION – PERSONNEL MATTERS**

At 12:04 p.m. the Vice Chairman moved that the Electoral Board of the City of Fairfax convene in closed session pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia for the "[d]iscussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body; ...." The motion was seconded by the Chairman and approved unanimously.

Upon a motion made by the Secretary at 12:23 p.m., seconded by the Chairman, and passed by unanimous vote of the Electoral Board, the Electoral Board reconvened in open session.

**CERTIFICATION**

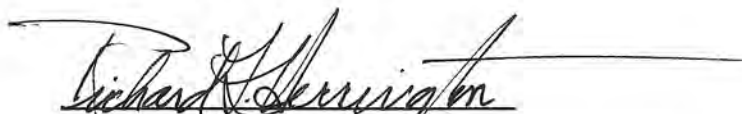
At 12:24 p.m. upon a motion made by the Secretary, seconded by Chairman, and passed upon affirmative roll call vote in open session, it was certified that (i) only public business matters lawfully exempted from open meeting requirements and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the closed session or meeting by the Electoral Board.

**Roll Call Vote:**

	Vote:
Chairman, Tom Ross _____	Aye
Vice Chairman, Curt Chandler _____	Aye
Secretary, Richard Herrington _____	Aye

**ADJOURNMENT**

The meeting adjourned at 12:31 p.m.

  
Richard L. Herrington, Secretary  
City of Fairfax Electoral Board