



**VOTER REGISTRATATION
AND ELECTIONS**
City of Fairfax
**February 8 and 10, 2017 Electoral Board Meeting
Minutes**



Brenda F. Cabrera
Director of Elections
General Registrar

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

PRESENT:

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

February 8, 2017

CALL TO ORDER:

The Secretary called the meeting to order at 10:15 a.m. At 10:16 a.m., the Chairman moved that the Canvass 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 wishes to speak with the Electoral Board. The question was called and the motion passed unanimously.

At 11:05 a.m., upon a motion made by the Chairman, and seconded by the Vice Chairman and unanimously approved by the Electoral Board, the Electoral Board reconvened in open session.

The 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:

	Vote:
Chairman	<u>Aye</u>
Vice Chairman	<u>Aye</u>
Secretary	<u>Aye</u>

The General Registrar/Director of Elections and the Electoral Board continued the Canvass to verify the available election results. At 12:07 p.m., a short (five minute) break was taken. Work on election results continued after the break.



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At 1:23 p.m. the canvass of the City's precincts was completed. The Secretary moved that the provisional ballots meeting of the Electoral Board of the City of Fairfax stand adjourned until 10:00 a.m. on February 10, 2017. The motion was seconded by the Chairman and passed unanimously.

February 10, 2017

CALL TO ORDER:

The Canvass and provisional ballots meeting was called to order at 10:02 a.m. Present were Richard Herrington, Secretary; Tom Ross, Chairman; Curt Chandler, Vice Chairman; and Brenda Cabrera, Director of Elections and General Registrar (General Registrar).

The General Registrar reported information related to one provisional voter (ID Only) was not yet available; all attempts to contact the voter had yet proved unsuccessful. The Canvass continued to verify available election results.

At 11:14 a.m., the General Registrar reported the only outstanding ID Only provisional voter had presented acceptable identification to the General Registrar's Office. At 12:00 p.m., the provisional ballots meeting waiting period for the submission of documents related to ID Only provisional ballots ended.

The provisional meeting considered of the review of all provisional ballots by precinct; the qualification of voters that cast provisional ballots were reviewed:

The Electoral Board voted on the qualifications of the five (5) non-ID Only provisional voters:

- The Electoral Board determined three (3) provisional voters (non-ID Only) were qualified to vote.
- The Electoral Board determined two (2) voters (Non-ID Only) were not qualified to vote.

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

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

Votes of the 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, dated and signed by the Electoral Board. The General Registrar began the preparation of the necessary abstracts and certification documents and stated she would immediately affect the entry of the provisional ballot information into VERIS.

The Electoral Board used Election Day as an opportunity to swear-in all Officers of Election that were appointed at the February 3, 2017 Electoral Board meeting. The Oath of Office was given to each Officer of Election on Election Day along with necessary documentation. A few typographical errors were discovered



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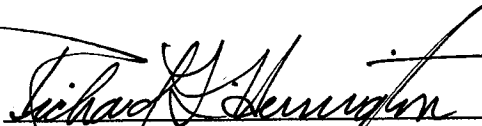
in the documents after the Officers of Election were sworn-in; it was the sense of the Electoral Board the errors were not material and could be addressed administratively by the Office of the General Registrar.

There was discussion of the need for a meeting in late February to review election 'lessons learned' and review preparations for an anticipated special election for the City Council seat vacated by the mayoral candidate elected mayor.

At 12:30 p.m., the General Registrar presented the necessary abstracts of the election to the Electoral Board; all election certification documents were reviewed, signed and sealed. The Electoral Board discussed delivery of the documents and decided the election documents would be delivered on Monday February 13, 2017 to the Clerk of the Court.

An Electoral Board meeting will be held at the Sisson House at 10:00 a.m. on February 23, 2017. The Secretary asked the General Registrar to advertise the meeting.

The Canvass adjourned at 1:15 p.m.


Richard L. Herrington, Secretary
City of Fairfax Electoral Board