



OFFICE OF THE ELECTORAL BOARD GENERAL REGISTRAR

City of Fairfax

August 14, 2015 Electoral Board Meeting



PRESENT:

Richard Herrington, Secretary; John Harold, Chairman; Dirk Brouwer, Vice Chairman; Brenda Cabrera, General Registrar; and Nancy Tingen, Deputy Registrar.

CALL TO ORDER:

The Secretary called the meeting to order at 2:04PM.

Items discussed:

1. DEPARTMENT OF ELECTIONS (ELECT): ELECTION UNIFORMITY WORKSHOP & 2015 GR/EB BOOT CAMP

The Secretary, Chairman, General Registrar and Deputy Registrar provided their observations and comments concerning the Annual Election Uniformity Workshop and the GR/EB Boot Camp held in Richmond July 27-29, 2015.

Much of the information provided by ELECT was applicable to individuals who had little or no experience in the voting arena. **Specific areas of the Electoral Board's concern with the boot camp and annual training include:**

- The majority of the information presented was not "new" to the greater majority of the audience **nor was it sufficient for someone brand new.**
- Many of the presentations were poorly conducted; **some of the presenters who were electoral board members** appeared to have done little or no preparation outside of compiling information that was displayed on viewing various screens. Of the many presentations given at the workshop, there were only two which were well rehearsed and presented **and they were presented by General Registrars.**
- Rooms selected for optional presentations did not match the interest of the attendees; for example, there was great interest in a proposed new electronic poll book, but the room assigned was the smallest available to the presenters.
- ELECT should conduct two separate workshops – one for individuals with less than one year experience and a separate one for individuals with more than one year experience as an Electoral Board member or Registrar.

The State Board of Elections conducted a meeting at the workshop. There was considerable opposition to the proposed changes to the "Voter Registration Application." A great majority of



OFFICE OF THE ELECTORAL BOARD GENERAL REGISTRAR

City of Fairfax

August 14, 2015 Electoral Board Meeting



Electoral Board members and General Registrar's attending the meeting were not supportive of the proposed changes.

Mr. Kevin Linehan, the former General Registrar for the City of Fairfax, arrived at 2:20PM.

2. General Registrar's Update on Voting Activities:

The General Registrar provided an update on various activities and voting equipment:

- Ballots for the November 3, 2015 General Election: A number equal to 60% of registered voters will be ordered. The estimate of the number of ballot needed is consistent with historical turnout. A number greater than 60% would be a needless expense as the General Registrar has the ability to print ballots should more be needed.
- Two videos are being produced under the guidance of the General Registrar. **One will be used for voter outreach and the second video will be used for officer of election training.**
- The contract between the vendor and the City of Fairfax has been signed. A copy of the contract has been provided to ELECT.
- The Green Acres Community Center may have sufficient space for the **new** voting equipment and for training Officers of Election. The equipment would be secured in a controlled space with limited access.
- City Sign/Signal indicated the vehicle normally used to **move** voting equipment was not large enough as the new voting equipment **is** larger. The General Registrar investigated the rental of a vehicle sufficiently large for the number of days needed to support an election and the cost is within the General Registrar's budget.
- The General Registrar indicated **that** the previously discussed **officer of election training schedule has changed**. Training will include EPB specific training for Chiefs, Assistant Chiefs, Procedural Specialists, and EPB Specialists **as well as a special** workshop for Chiefs **on September 12th; voting machine training on October 8th and 9th and election process training on October 22nd and 23rd.**
- The General Registrar provided the Board with recommendations for five people that had applied to be Officers of Election. The following individuals; Hale, Fiore, Hazir, Barrett, and Al-Zaraoy applied. After the Board reviewed the applications, the Chairman moved **that** the individuals be accepted as Officers of Election. The Vice Chairman seconded the motion and it passed unanimously.



OFFICE OF THE ELECTORAL BOARD GENERAL REGISTRAR

City of Fairfax

August 14, 2015 Electoral Board Meeting



3. Proposed Changes to the Virginia Voter Registration Application & Administrative Regulations for Material Omissions on the Application:

There was discussion of the possibility of submitting proposed changes to the new "Voter Registration Application" form. The Chairman suggested succinct changes that would address all concerns; public comments have closed, and the Chairman will share the proposed change with the appropriate elected officials.

A motion was made by the Chairman to enter into Closed Session for the purpose of discussing the former General Registrar's performance evaluation. Discussion followed. The General Registrar and Deputy Registrar **left the meeting**.

4. Closed Session:

The Electoral Board went into Closed Session at 2:40PM. Upon a motion made by the Chairman, seconded by **the** Vice Chairman, and passed by a vote of the Electoral Board, the Board went into Closed Session pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia for the discussion of the performance and evaluation of the outgoing General Registrar.

A motion made by the Secretary, seconded by the Vice Chairman, and passed by vote of the Electoral Board, the Board reconvened in open session at 2:47PM. Upon a motion by the Secretary, seconded by the Chairman, 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:

Chairman, John Harold, "Yea."

Vice-Chairman, Dirk Brouwer, "Yea."

Secretary, Richard Herrington, "Yea."

The meeting adjourned at 2:48PM.

Richard Herrington, Secretary
City of Fairfax Electoral Board