



# OFFICE OF THE ELECTORAL BOARD GENERAL REGISTRAR City of Fairfax

Minutes for the January 13, 2015 Electoral Board Meeting

The Secretary called the meeting to order at 10:04am in the Sisson House. Attendees: Dirk Brouwer, Secretary; Richard Herrington, Chairman; John Harold, Vice-Chairman; Kevin Linehan, General Registrar (GR) and Nancy Tingen, Deputy Registrar (DR).

The Electoral Board (EB) discussed the Governor's financing plan for the acquisition of new voting machines. Preference for the Direct Recording Equipment (DRE) machines was expressed as was concern about a requirement to replace them with optical scan equipment especially if that is mandated to occur before the 2016 Presidential Election. The following was noted:

- Responsibility for voting equipment in the Department of Elections DOE has changed.
- Requiring the same type of voting machine throughout the Commonwealth constitutes a single point of failure.
- The Governor's funding requests amounts to an estimated one-third of the ten year life-cycle cost of the optical scan equipment and supplies.

The Vice-Chairman moved and the Secretary seconded the following motion:

The EB should contact members of the General Assembly, Mayor and Council to express our preference for DRE equipment, the opinion of the Officers of Election and voters concerning DREs should be obtained. The motion passed unanimously.

The EB discussed the following legislation:

- HB 1280 - Moving primaries to the 3rd week in June.
- SB 827 - Prohibiting use of DREs after 11/16/2015.
- HB 1333 - Reorganization of the Department Of Elections and expressed concerns about changes in EB responsibilities for absentee voting and campaign finance.

The EB discussed future mandatory Officer of Election (OE) trainings. Mandatory election training will be held on the Friday two weeks before the election. New OEs typically get an additional introductory 3 hours of training. OEs can always come in for review. Extended office hours are arranged to facilitate training. Poll book specific training is also offered. Optional non-mandatory training focusing on lessons learned and on-line training are also offered.

The meeting recessed at 11:26am and reconvened in open session at 11:38am.

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At 11:39am, the Secretary moved that the meeting be convened in closed session to discuss personnel matters. The motion was seconded by the Chairman and approved unanimously. The GR & DR left the meeting. At 12:14pm the Registrar joined the EB members at the meeting.

At 12:30pm, the Secretary moved that the meeting be convened in open session. The motion was seconded by the Chairman and approved unanimously. The EB certified that the only matters discussed in the closed session were related to personnel.

The Secretary moved that the Vacancy Announcement for the General Registrar and guidelines to Human Resources be transmitted to Personnel Director, Sara Greer. The motion was seconded by the Vice Chair and approved unanimously.

The EB discussed the following:

- The GR's email to OEs about DREs.
- The Duties of the EB and GR.
- Appointment of the new GR as Election Manager/Administrator.
- The need to test the power supply to the precinct premises at Fairfax High School.
- The GR stated that the vendor of the DRE's has agreed to extend the warranty to 11/2016.

The meeting adjourned at 1:07pm.

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Dirk Brouwer, Secretary

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