



**OFFICE OF THE ELECTORAL BOARD
GENERAL REGISTRAR
City of Fairfax
October 9, 2015 Electoral Board Meeting**



PRESENT:

Richard Herrington, Secretary; John Harold, Chairman; Brenda Cabrera, General Registrar; Nancy Tingen, Deputy Registrar, Jessica Coe, Assistant Registrar; Kimberlee Shoup, President of ESO and Mason Brown, staff member of ESO.

CALL TO ORDER:

The Secretary called the meeting to order at 2:05PM in Room 119 of the Green Acres Center. The Vice Chairman was ill and was not attend the meeting. A motion was made by the Chairman that the Board recess until L&A testing of the election equipment was completed. The motion was seconded by the Secretary and approved unanimously

The Board went into recess at 2:07PM.

While in recess, the Board observed the L&A testing and the immediate correction of a minor issue associated with 2 OVO (scanners) sensitivity to accepting ballots. Mr. Brown adjusted the settings on the OVOs which resolved the issue. L&A testing was successful and all the equipment was certified as such. The election for November 3, 2015 was loaded on the equipment with the exception of two sets of equipment which will be used for training and demonstration purposes. The voting equipment was sealed and returned to the EB/GR Storage Center located in Room 120.

The Board reconvened at 3:51PM.

The General Registrar provided the Board with a recommendation that 3 individuals be accepted and sworn in as Officers of Election; Susan Charter, Julie Dabney and James Fisher. After some discussion the Chairman made a motion that Susan Charter, Julie Dabney and James Fisher to be accepted as Officers of Election. The motion was seconded by the Secretary and approved unanimously.

Information gained from the L&A testing and anticipated usage of voting equipment was discussed. After consideration of usage, it was determined 2 additional ballot boxes needed to be procured. The Chairman made a motion that ESO, the provider of the voting equipment, be asked to provide 2 additional ballot boxes to the City. The motion was seconded by the Secretary and approved unanimously.



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FALL FESTIVAL:

The Secretary and Chairman took custody of one set of voting equipment configured for training (OVO, OVI, ballot box, Demo Ballots and Sample November 3, 2015 Ballots). The equipment will be set up and demonstrated during the City of Fairfax "Fall Festival" on October 10, 2015. The Chairman previously coordinated the availability of power for space "253" which was assigned to the Electoral Board. The Secretary will provide a 10'x10' canopy, table, and chairs for the space. The equipment will be returned the evening of October 10, 2015.

The meeting adjourned at 4:50PM.

Richard Herrington, Secretary
City of Fairfax Electoral Board