



# OFFICE OF THE ELECTORAL BOARD GENERAL REGISTRAR City of Fairfax



## Minutes of the February 5, 2014 City of Fairfax Electoral Board Meeting

Pursuant to Virginia Election Laws Section 24.2-107, the meeting was called to order at 10:00 am by Chairman, Dennis Egan. Others in attendance were Vice-Chairman, Richard Herrington; General Registrar (GR) Kevin Linehan, and Deputy General Registrar (DGR) Nancy Tingen.

### 1. Officers of Election

The first order of business was to vote on prospective Officers of Election. With no objection, the following individuals were approved as new Officers of Election, serving a three-year term, the first of which will be probationary:

- Ali Davar
- Thomas Judge
- Jeremiah Nichols
- D. Carol Ponce
- Robert Erwin
- Eileen Suarez
- Graham Brown
- Cynthia Ford
- Roger Burchfield

The Board then reviewed the roster of current Officers of Election. Those who have indicated a desire to continue as officers and whose previous performance has been satisfactory will be invited to serve another three-year term. Those who have indicated a desire to not be reappointed or whose performance has not been satisfactory will be thanked for their service and not be reappointed.

### 2. May 6, 2014 City General Election

#### a. Test Election

After discussion, the Board identified March 14 and March 18 as optional dates for the Test Election in advance of the City Election.

#### b. Paper Ballots

After analyzing the number of paper ballots ordered and used during the previous three City Elections, the Board agreed unanimously with the GR's recommendation that 400 paper ballots be ordered for the City Election.

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c. Officer Election Training

The Board agreed to continue the practice of scheduling Officer of Election training on the second Friday before the Election, which will be April 25, 2014.

d. Central Absentee Precinct (CAP)

The Board and the GR/DGR discussed these CAP issues:

- Organization
- Procedures
- Legal Requirements
- Tally Sheet Reconciliation
- Pre-election testing

The GR, DGR and OE James Brown will conduct a review of the CAP.

3. Changes in City Demographics

The GR presented information on active and proposed housing developments (Layton Hall, Cameron Glen, Royal Legacy, Fairfax Circle and others) which will likely add registered voters to several of the city's voting precincts. While no action is currently required, the Board is aware that there may be a need to augment the number of voting machines in, and/or the locations of, some precincts.

4. Possible State Funding for New Voting Machines

The Board was made aware that the State Board of Elections (SBE) is working with the General Assembly (GA) on a proposal to set aside approximately \$2.5 million for the acquisition of new voting equipment throughout the Commonwealth. Though the GA has mandated a transition to optical scan voting machines as existing machines are retired, Fairfax City's direct recording electronic (DRE) voting equipment, with prudent maintenance, should be satisfactory for its voting needs for at least five more years.

5. Photo Identification Requirement

The photo identification requirement will go into effect on July 1, 2014. This will eliminate the existing ID requirements of the Help America Vote Act (HAVA). As currently proposed, voters who do not have a photo ID and who do not have a driver's license record on file with the Department of Motor Vehicles will be allowed to have a photograph taken at the GR's Office. The GR will send the photograph electronically to BCE Datacard (the contractor selected by the SBE) which will produce the card and send it to the voter. The card will meet the specific identification requirement for voting in the Commonwealth.

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6. Proposed Change in the Duration of the Terms for City Elected Officials  
The Board, GR and DGR discussed issues involving the scheduling of the biennial May City Elections, particularly during years in which there may be a March Presidential Primary Elections. Having two elections so close together presents a number of challenges dealing with equipment programming, testing, sequestration and OE training.

The GA is working on legislation to ensure that local elections and presidential primary elections do not interfere with each other. The Board and GR discussed a proposal of changing the terms of City elected officials (Mayor, City Council, School Board,) from two years to four years, and scheduling May City Elections in years which will not conflict with Presidential Primary Elections. Such action would require a change in the City Charter which must be approved by the General Assembly.

7. General Registrar

The GR informed the Board that he has been selected as the City employee representative to the committee which manages the employee pension plan. This activity is not expected to detract from his ability to manage the GR Office.

The GR also reminded the Board of the terms of his employment contract which calls for five weeks of leave per Calendar Year.

8. Printer Dies

Several metal printer dies of the Electoral Board seal were discovered among the possessions of a deceased former Secretary of the Electoral Board. They are on display at the Sisson House. Chris Martin, the City's Historian, may want them for display at the city museum.

9. Budget

The GR presented his Office's FY 2015 Budget to the City Manager. Two elections are planned for FY 2015: the November 14, 2014 General Election and the June 15, 2015 Primary Election.

10. Ballot Access on City Charter

The GR discussed issues which may affect the City but do not require action on the part of the Board. Among them are residency requirements for the Mayor, City Council and School Board, contradictions in the State Constitution, city charter changes and review board, and city forms.

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11. NACRC/PRIA Conference

The GR advised the Board that the National Association of County Recorders, Election Officials and Clerks (NACRC) and the related Property Records Industry Association (PRIA) will take a field trip to Fairfax County to meet with elections officials. The GR will participate with the GR from Fairfax County in this activity. The GR has also invited NACRC/PRIA to visit Fairfax City.

This meeting of the Electoral Board was adjourned at 11:50 am.

Respectfully Submitted,

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Dennis J. Egan, Chairman (Acting Secretary)  
City of Fairfax Electoral Board