



OFFICE OF THE ELECTORAL BOARD GENERAL REGISTRAR City of Fairfax

Minutes for the March 18, 2014 Electoral Board Meeting

The Secretary called the meeting to order at 10:00am. Attendees: Dirk Brouwer, Secretary; Richard Herrington, Chairman; John Harold; Kevin Linehan, General Registrar; Nancy Tingen, Deputy Registrar.

The Board discussed the following items:

1. Approval of minutes for February 5, 2014 Meeting

The Board approved the February 5, 2014 Minutes unanimously.

2. Board Organization

Dirk Brouwer, Secretary; Richard Herrington, Chairman; John Harold, Vice-Chairman. The Board approved the organization unanimously.

3. Central Absentee Precinct (CAP)

The General Registrar provided the Board with a Motion to approve the CAP opening at 12pm on Election Day, provided that the Registrar's Office opens at 6am on Election Day. The Board approved the motion unanimously. Approved motion is attached to the Minutes of this Meeting.

4. Michael Cameron Candidacy for the May 6, 2014 City Election

The General Registrar said that Mr. Cameron asked to get back candidate paperwork filed with the Registrar's Office after informing him that he was withdrawing his candidacy. The General Registrar informed the Board that the State Board of Elections (SBE) said that Mr. Cameron's paperwork is subject to the provisions of the Freedom of Information Act, and is a public document; therefore, it cannot be returned. The paperwork will remain in the Registrar's Office for the retention period as outlined by the Library of Virginia.

The Vice-Chairman mentioned that Mayor Silverthorne wants to hold a work session on how the Registrar's Office vets City candidates' qualifications. He mentioned that these vetting procedures shouldn't be an issue since the Virginia Voter Registration Database (VERIS), DMV and City real estate records are referenced. The General Registrar said he does not have a problem with meeting with the Mayor as long as it occurs after the May 6, 2014 Election, mentioning that if the meeting occurs before the Election, there could be a conflict of interest since the Mayor is currently a candidate running in the May 6, 2014 Election. The General Registrar informed the Board that the Office uses a checklist matrix when candidates file paperwork to run for office. The Vice-Chairman suggested that the entire Board attend the work session with the Registrar and the Mayor. The Board agreed with his recommendation.

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The General Registrar stated that it is important that the Registrar's Office treats everyone the "same" and that it is very hard to prove "willful, false statements." He stated that the City Attorney's opinion is that Mr. Cameron did not make a willful, false statement regarding his City residency and therefore, he feels that there is no need to turn it over to the Commonwealths Attorney's Office. The Board agreed with the City Attorney's opinion and voted not proceed further with Mr. Cameron's residency issue and possible false statement. The Board's decision was unanimous.

5. Motion to request amendment of City charter to delete one year residency requirement for candidates for City office.

The Board voted unanimously not to ask the City Council to amend the 1 year residency requirement in the City Charter.

6. Voter ID.

The General Registrar informed the Board that SBE is still working on both the policy and procedures regarding voter's photo ID. SBE is responsible for setting up a uniform procedure to execute this task, and will provide the hardware and software to all Registrar Offices.

Voter ID outreach was discussed. The General Registrar said the outreach procedures will be left up to SBE. The Chairman stated that he hopes the City Registrar's Office will only be responsible for taking pictures of City voters who do not have photo id.

7. Virginia Electoral Board Association (VEBA) Items.

The General Registrar stated the following:

- There will be regional training in May 2014 for the implementation of the photo id. SBE is asking that at least 2 people from each office attend the May training. There will also be online training in June 2014.

- Fairfax County Electoral Board Member, Brian Schoeneman commented that the Electoral Board Association should come up with a list of "best practices" regarding how to handle counting and or not counting provisional ballots.

- Gary Fox, Voting Equipment Coordinator for SBE said that voting machine certification at the Federal & State levels is very expensive and that is why we are not seeing innovations in voting machine technology. SBE is currently working to get "global" pricing from voting machine vendors so that the prices are the same regardless of locality size and machine order. Legislation requiring the General Assembly to reimburse localities 100% for Registrar and Electoral Board salary and travel FAILED this legislative session. The Registrar recommends that 100% reimbursement of Registrar and Electoral Board travel and salary be included in the City's 2015 legislative package.

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The Chairman discussed the following:

- The Virginia SBE Secretary will no longer wear 2 hats; new legislation stipulates that the Governor appoint a Commissioner of Elections, who will serve at the pleasure of the Governor. No term was specified.
- Election results will be “unofficial” until the Electoral Board (if it is a City Election) or SBE (all other Elections) certifies the election results.

8. May City Election

a. OE Assignments.

The General Registrar provided the Board with our pending Officers of Election (OE’s) assignment list for the May 6, 2014 Election. He informed the Board that we have almost all the OEs needed to conduct the Election, but their duties and assigned precincts may change on an as needed basis.

b. OE Training.

The General Registrar informed the Board that there are a number of new OEs working the May 2014 Election, so the office plans to hold 2 introductory (non-mandatory) training sessions for new OEs on April 16, 2014 at 3pm and 7pm at Sisson House.

- Mandatory Election Training will be held on April 25, 2014 at 2pm (Regular and Electronic Poll Book OEs) and 4 pm (Chiefs, Deputies and Procedural Specialists) at City Hall.
- Makeup Mandatory Election Training will be scheduled for April 29, 2014 at 10am and 3pm at Sisson House.
- Specialized Procedural Specialist Training for those OEs who have never been Procedural Specialists and will be in May will be held on May 3, 2014 at Sisson House.

c. Machine assignments.

The Vice-Chairman inquired if there is any legal requirement on how many machines we use in the May 2014 Election. The General Registrar informed him there is no legal requirement for machine allocation for May City Elections, only for November General Elections. He said he plans on programming 19 machines for use in the May 2014 Election with 2 machines per precinct, which will leave roughly 6 machines as “spares.”

d. Other Items.

- The General Registrar will update OE Online Training information.
- The General Registrar will take the feedback from the 11/2013 OE Survey and incorporate it into training for the May, June and November 2014 Elections. Some OEs mentioned that sharing a contact list of all the OEs working in each precinct would be helpful. The Electoral Board and the General Registrar think this is a good idea. The Deputy Registrar recommended, and the Board agreed that we

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include a draft contact sheet along with the letter we mail to OEs that provides the mandatory OE training date/time for the May 2014 Election.

- e. OE training topics and schedules for other than the May 6 election. The General Registrar mentioned that non mandatory OE training will be held in August 2014. These classes will be more specialized modules for OEs who haven't been a Procedural Specialist before and who will become a Procedural Specialist in future elections.
- f. Registrar's update on battery status and recent voter registration outreach activities.
1. The County of Fairfax provided free DRE batteries, but they may not be good and will have to be tested. The General Registrar mentioned that he did budget for the office to purchase new DRE batteries.
 2. Four unpaid Assistant Registrars have been sworn in and trained. All are teachers who work at Fairfax High School.
 9. The Board unanimously approved the following individuals to be OEs with a one year probationary period with a term to expire 2/28/2017:

Michael Cameron of 3205 Traveler Street.
Jenny Huang of 10910 Oakwood Drive.

The Meeting adjourned at 1:30 pm.

Dirk Brouwer, Secretary
City of Fairfax Electoral Board