



**VOTER REGISTRATION  
AND ELECTIONS  
City of Fairfax  
October 28, 2020 Emergency Electoral Board  
Meeting Minutes**



**Brenda F. Cabrera**  
Director of Elections/General Registrar

**Electoral Board**  
Secretary: **Richard Herrington**  
Chairman: **Curtis Chandler**  
Vice Chairman: **Lorraine Koury**

**CALL TO ORDER**

The Chairman called the meeting to order at 10:04 a.m.

**PRESENT**

Richard Herrington, Secretary; Curt Chandler, Chairman; Lorraine Koury, Vice Chairman and Brenda Cabrera, Director of Elections/General Registrar (DE/GR).

**MEMBERS OF THE PUBLIC TO SPEAK**

There were no members of the public present who wished to speak or observe the meeting.

**BALLOT COLLECTION FROM DROP-OFF LOCATIONS ON ELECTION DAY**

The Chairman called the emergency meeting to discuss the existing plan for collection of absentee ballots voters may drop off at precincts instead of the Central Absentee Precinct (CAP); ELECT recently provided clarification of §24.2-710 and an immediate review of proposed Electoral Board procedures was appropriate. After discussion, it was determined the existing Electoral Board procedures could be simplified as the DE/GR indicated streamlining of collection procedures would positively impact CAP reporting.

**DEPUTY CHIEFS TO ESCORT CHIEFS DELIVERING MATERIALS TO CITY HALL**

In past presidential elections, the Deputy Chiefs have escorted Chiefs to the drop-off location for voting materials. The DE/GR emphasized that recent training for Chiefs and Deputy Chiefs had emphasized the need that both the Chief and Deputy Chief accompany voting materials to City Hall for presentation to the Electoral Board and DE/GR. On Monday, November 2, 2020, when the Chiefs pick up their election related supplies, the Electoral Board will reinforce this need.

**OTHER MATTERS**

The DE/GR recommended a review of security related matters.

**CLOSED SESSION**

At 10:29 a.m., the Chairman moved that the City of Fairfax Electoral Board convene in closed session pursuant to § 2.2-3711 (A) (34) of the Code of Virginia, VOTING SECURITY MATTERS. The Secretary seconded the motion and when the question was called, the motion passed unanimously.



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At 10:41 a.m. the Chairman moved the Electoral Board of the City of Fairfax certify that in closed session just concluded the only matters discussed were security matters, as identified in the motion to close the meeting pursuant to the Virginia Freedom of Information Act, and that the Chairman's motion be approved in open session. The Secretary seconded the motion. When the question was called, the motion passed unanimously:

**Roll Call Vote:**

| <u>Position</u> | <u>Name</u>           | <u>Vote:</u> |
|-----------------|-----------------------|--------------|
| Chairman        | Curt Chandler         | <u>Aye</u>   |
| Vice Chairman   | Lorraine Koury        | <u>Aye</u>   |
| Secretary       | Richard L. Herrington | <u>Aye</u>   |

**ADJOURNMENT**

The meeting adjourned at 10:44 a.m.

  
Richard L. Herrington, Secretary  
City of Fairfax Electoral Board