



VOTER REGISTRATION AND ELECTIONS City of Fairfax

July 14, 2021 Electoral Board Meeting Minutes



Director of Elections/General Registrar
Brenda F. Cabrera

Electoral Board
Secretary: Richard Herrington
Chairman: Jeffrey White
Vice Chairman: James McCall

CALL TO ORDER

The Chairman called the meeting to order at 2:01 p.m.

PRESENT

Mr. Richard Herrington, Secretary; Mr. Jeffrey White, Chairman; Mr. James McCall, Vice Chairman, and Ms. 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.

APPROVAL OF MINUTES ELECTORAL BOARD MEETINGS MAY 24, 2021, AND JUNE 9-11, 2021.

The Secretary moved the minutes of the May 24, 2021 and June 9-11, 2021, meetings be approved as written. The Vice Chairman seconded the motion and when the question was called, the motion passed unanimously.

APPOINTMENT OF NEW OFFICERS OF ELECTION

The DE/GR stated there were two new officers of election (OE) applications requiring appointment. After reviewing the applications, the Secretary moved that both individuals be appointed officers of election. The Chairman seconded the motion and when the question was called, the motion passed unanimously.

DIRECTOR OF ELECTIONS/GENERAL REGISTRAR REPORT

The DE/GR provided a succinct update on several matters for the Electoral Board.

- **Voting Equipment Update:** All vendors authorized to provide voting equipment to the Commonwealth of Virginia have been required by the State Board of Elections to meet new standards. Unison/ESO, the vendor used by the City of Fairfax, will update all the City's voting equipment on August 16, 2021. One or more Board members will observe the process.
- **OE Training July 19, 2021:** The DE/GR has made the necessary arrangements for refreshments to be served to approximately 30 OE's attending the training session. Board members are invited.
- **Sunday Voting:** Legislative changes create the possibility of localities establishing Sunday voting during the final two weeks before of an election. This type of service may or may not be used by City voters. Before any decision can be made to provide this additional service, the Board needs more data. A survey of voters will be conducted during the next General Election (November, 2021) to determine the degree of interest City voters have in being allowed to vote on one or more Sundays prior to Election Day.
- **Impact of New Developments (Housing):** The DE/GR shared with the Electoral Board an estimate of the increase in voters by precinct based on known City development projects. Discussion of the data indicated the potential increases in voting age residents can be absorbed in most precincts, but attention to actual numbers will be maintained.



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- The DE/GR stated she is considering running for the position of President of the Voter Registrars Association of Virginia (VRAV). The Electoral Board is supportive of her participation in VRAV. Also, the DE/GR has been asked to participate in an ELECT Study Group to investigate methods of granulizing the details of Central Absentee Precinct (CAP) voting.

ELECTORAL BOARD DISCUSSION

The Electoral Board discussed two items.

- **Annual Training:** All Board members attended ELECT's virtual Annual Training for electoral board members. The Chairman and Vice Chairman were required to attend. ELECT's training was focused on legislative changes made during the past year. It was agreed the training was positive and the format used was an improvement over past presentations of similar material. Missing was the personal interaction among electoral board members and general registrars throughout the Commonwealth. The Secretary noted the virtual training, while cost effective, negated the ability to interact with counterparts throughout the Commonwealth.
- **Changes in form/fit of Precinct Election Supply Containers:** The Electoral Board asked the DE/GR about the changes made to election supply containers; inspection of the new containers indicated the majority of election supplies for a precinct can now be packaged in a single container with wheels and handles that allow expeditious movement and a comfortable two-person lift of the container.

REVIEW/UPDATE OF CALENDAR

The DE/GR stated there were no changes to last published calendar of activities with the exception of the August 16, 2021 update for voting equipment

DATE FOR NEXT MEETING

A meeting of the Board will be advertised for August 16, 2021. At least two Board members will be present to observe the update of the voting equipment software.

CLOSED SESSION

At 3:15 p.m. the Secretary moved the City of Fairfax Electoral Board convene in closed session pursuant to the Code of Virginia to discuss personnel matters (§ 2.2-3711 (A) (1)); that the DE/GR be present. The motion was seconded by Vice Chairman and when the question was called, the motion passed unanimously.

At 3:30 p.m., the Secretary moved that the closed session of the Electoral Board of the City of Fairfax adjourn, and the Electoral Board reconvene in open session. The motion was seconded by the Vice Chairman and passed unanimously.

At 3:31 p.m., the Secretary moved the Electoral Board of the City of Fairfax certify that in closed session just concluded, the only matters discussed were personnel matters, as identified in the motion to close the meeting pursuant to the Virginia Freedom of Information Act, and that the Secretary's motion be approved. The Vice Chairman seconded the motion. When the question was called, the motion passed unanimously:



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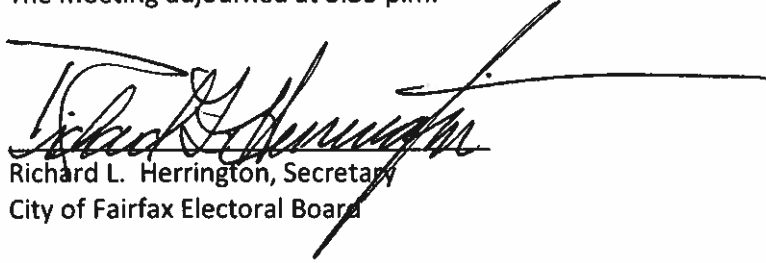


Roll Call Vote:

<u>Position</u>	<u>Name</u>	<u>Vote:</u>
Chairman	Jeffrey White	<u>Aye</u>
Vice Chairman	James McCall	<u>Aye</u>
Secretary	Richard L. Herrington	<u>Aye</u>

ADJOURNMENT

The meeting adjourned at 3:33 p.m.



Richard L. Herrington, Secretary
City of Fairfax Electoral Board