



**VOTER REGISTRATION  
AND ELECTIONS  
City of Fairfax  
March 25, 2022 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 9:08 a.m.

**PRESENT**

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

**MEMBERS OF THE PUBLIC TO SPEAK**

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

**ELECTION OF BOARD MEMBERS**

The Electoral Board, pursuant to §24.2-106 of the Code of Virginia, held elections for Board Positions. The Chairman nominated Richard Herrington for the position of Secretary. Nominations were then closed. When the question was called, voting for Richard Herrington to fill the position of Secretary for the Electoral Board was done by roll-call vote.

Roll Call Vote for Richard Herrington to be Secretary:

<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>

The Secretary nominated Jeffrey White for the position of Chairman. Nominations were then closed. When the question was called, voting for Jeffrey White to fill the position of Chairman for the Electoral Board was done by roll-call vote.

Roll Call Vote for Jeffrey White to be Chairman:

<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>

The Chairman nominated James McCall for the position of Vice Chairman. Nominations were then closed. When the question was called, voting for James McCall to fill the position of Vice Chairman for the Electoral Board was done by roll-call vote.

Roll Call Vote for James McCall to be Vice Chairman:

<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>



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**APPROVAL OF MINUTES ELECTORAL BOARD MEETING FEBRUARY 8, 2022**

The Secretary moved that the minutes of the February 8, 2022, meeting be approved as amended. The Chairman seconded the motion and when the question was called, the motion passed unanimously.

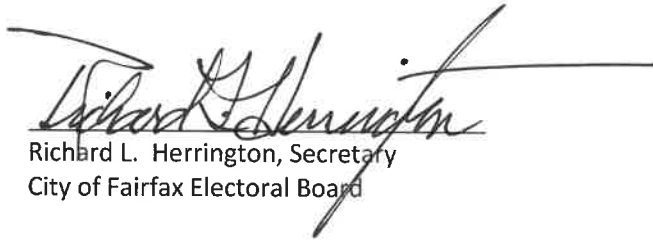
**NEW BUSINESS**

The Secretary reminded Board members that the annual performance evaluation for the Director of Elections/General Registrar (DE/GR) was due the end of June, 2022. He suggested Board members provide comments for consolidation in a draft which will be socialized with the Board members by the end of second week of June, 2022. Board members agreed to the Secretary's plan.

The Secretary stated that certification for compliancy with Locality Election Security Standards (LESS – previously known as Minimum Security Standards - MSS) was due by March 31, 2022. The LESS has been completed by the DE/GR and the City's IT Department and are awaiting the format ELECT now requires for submission. The Chairman asked if this impacted the Electoral Board Voting System Security Plan (VSSP) and the Secretary stated the VSSP would be updated to reflect related security changes.

**ADJOURNMENT**

The meeting adjourned at 9:30 a.m.



Richard L. Herrington, Secretary  
City of Fairfax Electoral Board