



VOTER REGISTRATION AND ELECTIONS

City of Fairfax

September 13, 2022 Electoral Board Meeting Minutes



Director of Elections/General Registrar
Brenda F. Cabrera

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

CALL TO ORDER

The Chairman called the meeting to order at 1:27 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 MEETING JULY 20, 2022

Approval of the minutes of the July 20, 2022 was tabled until the next meeting.

OFFICER OF ELECTIONS

Appointments and Rescissions –

- The Electoral Board reviewed the applications of four (4) individuals applying for appointment as officers of election. After discussion, three (3) of the four (4) applications were approved unanimous by the Electoral Board.
- The Electoral Board rescinded the appointment of one officer of election as that officer of election had filed as a candidate for the November 2022 City Council contest.

Compensation –

- Compensation for officers of election serving at City precincts (except for the Central Absentee Precinct (CAP)) was discussed in view of increased training requirements and responsibility. The Chairman moved that the compensation for Chief Officer of Election be established at \$350.00; that the compensation for Deputy Chief Officer of Election be established at \$300.00; and Regular Officers of Election be established at \$225.00. The Vice Chairman seconded the motion and when the question was called, the motion passed unanimously.
- Compensation for officers of election serving in the Central Absentee Precinct (CAP) was discussed. Because of the several days and unusual hours the CAP performs its functions, it was determined that an hourly compensation rate would be appropriate. The Chairman moved that CAP Officers of Election compensation be established at \$20.75 an hour; that the CAP Chief Officer of Election be compensated



VOTER REGISTRATION AND ELECTIONS

City of Fairfax

September 13, 2022 Electoral Board Meeting Minutes



an addition \$75.00 and the Deputy Chief Officer of Election be compensated an addition \$50.00. The Secretary seconded the motion and when the question was called, the motion passed unanimously.

- The DE/GR will make the appropriate notification to officers of election and adjustments for future elections.

CLOSED SESSION

At 2:27 p.m. the Chairman 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)) and that the DE/GR be present. The motion was seconded by Vice Chairman and when the question was called, the motion passed unanimously.

At 2:49 p.m., the Chairman 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 2:49 p.m., the Chairman made the following motion:

“I move 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 § 2.2-3711 of the Code of Virginia.” The Vice Chairman 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	Jeffrey White	<u>Aye</u>
Vice Chairman	James McCall	<u>Aye</u>
Secretary	Richard L. Herrington	<u>Aye</u>

EARLY VOTING

There was discussion of officers of election assigned to facilitate “early voting” for City voters. Because of the responsibilities and demands of early voting are significantly different than that which is experienced at City precincts on Election Day, it was suggested that officers of election need to be designated and compensated as part-time deputy registrars. After discussion, the Chairman moved that officers of election assigned to support early voting be designated part-time deputy registrars and compensated appropriately. The motion was seconded the Vice Chairman and when the question was called, the motion passed unanimously.

TEST ELECTION TO SUPPORT CERTIFICATION OF BALLOT PRINT ON DEMAND VOTING EQUIPMENT

The DE/GR stated the City of Fairfax DE/GR was requested by ELECT to conduct a “test election demonstration” of ballot “Print on Demand” voting equipment. The test was needed to obtain certification of this equipment for use throughout the Commonwealth. The test demonstration will be conducted September 15, 2022 using City of Fairfax voting equipment that is used for training only.



VOTER REGISTRATION AND ELECTIONS

City of Fairfax

September 13, 2022 Electoral Board Meeting Minutes



NEW BUSINESS

Precinct Issues –

- Access to Precinct 6 will be impacted by planned construction (road work) on Fairfax Boulevard (RTE 50). Initial investigation by the DE/GR indicates this road work cannot be delayed because of contractual requirements and the access to Precinct 6 will be impacted. After a through briefing by the DE/GR, there was discussion and the Electoral Board established a “PCT 6 ACCESS COMMITTEE” consisting of the Chairman and the Secretary. The Committee will coordinate with City Facilities, investigate the matter and report solutions which will minimize any inconvenience to PCT 6 voters.
- The DE/GR received a complaint directed to the Electoral Board concerning the posting of political signs in the PCT 1 parking lot. One voter complained that political signs (well outside the forty foot restricted area) can still be seen if one looks through the windows of the room in PCT 1 wherein voting equipment, including privacy booths, are positioned to support voters. The Electoral Board will investigate.

Training for Officers of Election –

The schedule for training of officers of election was distributed to the Electoral Board. As of the time of the meeting, the schedule is as follows:

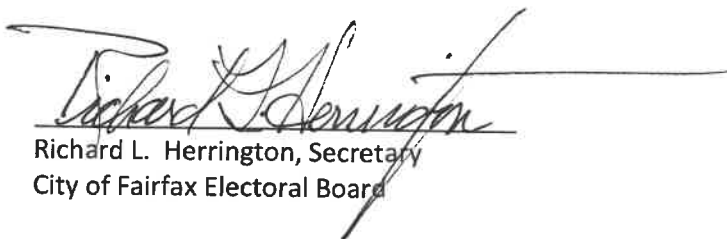
- Regular Officers of Election –
October 12, 2022 at 7:00 p.m. at the Sherwood Center
- Chief/Deputy Chiefs/Procedural Specialists –
October 17, 2022 at 7:00 p.m. at City Hall
- Chief/Deputy Chiefs /Procedural Specialists –
October 25, 2022 at 7:00 p.m. at City Hall

Election day Preparation –

The Electoral Board discussed necessary preparations for the November 8, 2022 General election. The Secretary will create and distribute to the Board and DE/GR a detailed schedule of events to include officer of election refreshments. The DE/GR will coordinate with Sign & Signal to determine what manner of cargo vehicles are available to move voting equipment.

ADJOURNMENT

The meeting adjourned at 3:40 P.m.



Richard L. Herrington, Secretary
City of Fairfax Electoral Board