

# OFFICE OF THE ELECTORAL BOARD VOTER REGISTRATION



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



**Electoral Board**  
**Chairman: James H. McCall**  
**Chairman: Dennis J. Egan**  
**Secretary: Richard L. Herrington**

## **1. CALL TO ORDER**

The Secretary called the meeting to order at 2:03 p.m.

## **2. PRESENT**

The Chairman, Mr. James McCall; the Vice Chairman, Mr. Dennis Egan; the Secretary, Mr. Richard Herrington; the Director of Elections/General Registrar, Ms. Brenda Cabrera; and Mr. Jeffrey R. White, former Chairman of the Electoral Board.

## **3. MEMBERS OF THE PUBLIC TO SPEAK**

There were no members of the public present.

## **4. ELECTORAL BOARD PRESENTATION TO MR. JEFFREY WHITE, FORMER ELECTORAL BOARD CHAIRMAN**

The Secretary presented a gift from the Electoral Board to Mr. White in appreciation of his service on the Electoral Board. Mr. White thanked the Board for the opportunity to serve and departed the meeting.

## **5. LOCALITY ELECTION SECURITY STANDARDS (LESS) 2023 COMPLIANCE (CODE OF VIRGINIA §24.2-410.2(A))**

The Electoral Board will garner the approval of the locality administrator (City Manager) for submission of LESS required compliance matters to ELECT within the next two weeks.

## **6. PCT 1 – LOCK FOR STORAGE OF ELECTION EQUIPMENT**

The Secretary will confirm by Monday, March 13, 2023 the availability of a lock that can be keyed to the storage area in PCT 1 and effect installation.

## **7. DIRECTOR OF ELECTIONS/GENERAL REGISTRAR (DE/GR) REPORT**

The DE/GR provided an update to the Electoral Board on preparation for the Democrat Party primary election which take place on June 20, 2023

### **a. PRIMARY ELECTION:**

- i. **BALLOT ORDER** – The order has been placed for 200% of voters.
- ii. **EQUIPMENT DELIVERY DATE AND TIME** – All voting equipment with the exception of PCT 2 and PCT 4 will be deployed on Friday, June 16, 2023. Equipment for PCT 2 and PCT 4 will be deployed on June 19, 2023.
- iii. **CITY PROJECTS** – A listing of City projects that will impact the demographics of the various precincts was provided to the Board; the DE/GR will monitor these projects as it is estimated that by 2025 there may need to be established an additional precinct in the City.

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## City of Fairfax Electoral Board Meeting March 8, 2023



### 8. OFFICER OF ELECTION APPLICATIONS AND NOMINATIONS

There were no new applicants for appointment as officer of election, but action was necessary to rescind the appointment of four individuals. The Chairman moved that four officers of election identified to have their appointments rescinded be approved. The Vice Chairman seconded the motion. After discussion and when the question was called, the motion passed unanimously.

### 9. VEBA ANNUAL MEETING ROANOKE VA MARCH 24-27, 2023

There was discussion of the VEBA Annual Meeting in Roanoke. All Board members and the DE/GR will attend. The Vice Chairman will additionally attend the VEBA "Boot Camp" session that is required of newly appointed Board members.

### 10. CLOSED SESSION: PERSONNEL MATTERS

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)) 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 3:56 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 3:57 p.m., the Chairman made the following motion:

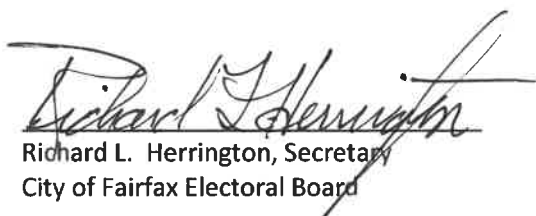
"I move the Electoral Board of the City of Fairfax certify that in closed session just concluded, the only matters discussed were personnel matters, as identified in the motion to close the meeting pursuant to § 2.2-3711 of the Code of Virginia." The Vice Chairman seconded the motion. When the question was called, the motion passed unanimously:

Roll Call Vote:

<u>Position</u>	<u>Name</u>	<u>Vote:</u>
Chairman	James McCall	<u>Aye</u>
Vice Chairman	Dennis Egan	<u>Aye</u>
Secretary	Richard Herrington	<u>Aye</u>

### 11. ADJOURNMENT

The meeting adjourned at 3:59 p.m.

  
Richard L. Herrington, Secretary  
City of Fairfax Electoral Board