

OFFICE OF THE ELECTORAL BOARD VOTER REGISTRATION



Director of Elections/General Registrar
Wannicha "Ike" Rojanapradith



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

ELECTORAL BOARD MEETING FEBRUARY 6, 2024

CALL TO ORDER

The Secretary called the meeting to order at 2:00 p.m.

PRESENT

Present for the meeting were Mr. James McCall, Chairman; Mr. Dennis Egan, Vice Chairman; Mr. Richard Herrington, Secretary; Ms. Wannicha Rojanapradith, Director of Elections/General Registrar (DE/GR); and Ms. Shelley Kozlowski, Chief Deputy Registrar.

MEMBERS OF THE PUBLIC TO SPEAK

There were no members of the public present.

APPROVAL OF MEETING MINUTES FOR SEPTEMBER 28, 2023, AND NOVEMBER 8-13, 2023

The Chairman moved that the Electoral Board minutes for September 28, 2023, and November 8-13, 2023, be approved as written. The Vice Chairman seconded the motion and when the question was called, the motion passed unanimously.

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

The Secretary noted that the required LESS compliance required a combined effort of the City of Fairfax IT Department, the Office of Elections and the Secretary. The Secretary shall provide a report to ELECT not later than February 29, 2024.

OFFICER OF ELECTION APPLICATIONS AND NOMINATIONS (CODE OF VIRGINIA §24.2-107 & §24.2-115)

The Code of Virginia requires that officers of election be appointed during February of the year in which they begin service. The DE/GR provided a list of five applicants for appointment as officers of election. After discussion, the Board approved the appointment of the applicants.

PRIMARY ELECTION MARCH 5, 2024

- a. **BALLOT ORDER:** The DE/GR stated the ballot order for the City of Fairfax was 100% of registered Democrats and 80% of registered Republicans. The number of ballots will ensure sufficient ballots are available for all registered voters in the City of Fairfax. It is anticipated there will be some spoilage of ballots because this is a primary election that requires voters to select a party ballot.
- b. **EQUIPMENT DELIVERY DATE AND TIME:** The Secretary distributed a schedule for the delivery of voting equipment, delivery of necessary supplies to the Chief Officers of the precincts, and activities associated with the Primary Election. Electoral Board members will closely monitor the delivery and security of the voting equipment.

OFFICE OF THE ELECTORAL BOARD VOTER REGISTRATION



City of Fairfax Electoral Board Meeting February 6, 2024

ELECTORAL BOARD ORGANIZATION (CODE OF VIRGINIA §24.2-107)

The Secretary reminded the Board that the Code of Virginia required the Board to meet and organize during the month of March. The Secretary recommended the organizational meeting take place during the first full week of March.

DIRECTOR OF ELECTIONS/GENERAL REGISTRAR REPORT

- a. The DE/GR reported that as of February 5, 2024, 1.79% of registered voters (45 voters) had utilized early voting and over 200 voters had returned a voted by-mail ballot.
- b. Training for chief officers, assistant chief officers and procedural specialists will take place on February 10, 2024, at the Sherwood Center (PCT 2) from 9:00 a.m. to 11:00 a.m.
- c. Training for regular officers of election will take place on February 15, 2024, at the Sherwood Center (PCT 2) from 7:00 p.m. to 9:00 p.m.
- d. Candidates for City offices (mayor, council, school board) have until June 18, 2024 to file ballot access documents.

VEBA ANNUAL MEETING HOMESTEAD VA MARCH 17-19, 2024

- a. **EB ATTENDANCE:** All Board members and the DE/GR will attend the meeting. Additionally, the Chairman will attend training as required by Code of Virginia §24.2-106 D. The possibility of car-pooling will be investigated.
- b. **MEETING BREAKOUT SESSIONS:** The Secretary noted the annual meeting has concurrent breakout sessions of importance which may not allow all Board members to simultaneously attend; at least one Board member will attend each breakout session.

ADJOURNMENT

The meeting adjourned at 2:42 p.m.

Richard L. Herrington
Secretary, City of Fairfax Electoral Board