

MINUTES
Fairfax County Electoral Board
January 18, 2024

The Fairfax County Electoral Board (Board) met on Thursday, January 18, 2024, in Conference Room 315 at the Fairfax County Government Center located at 12000 Government Center Parkway, Fairfax. Chairman Hon. Katherine K. Hanley; Vice Chairman Jeffrey K. Shapiro; Secretary Amb. (ret.) Christopher P. Henzel; General Registrar Eric L. Spicer; Deputy Director Cheryl Jones; and Clerk to the Electoral Board Beth Dixon Methfessel were present.

IT Manager Cord Whitehouse; Election Manager Ravi Udeshi; Deputy Registrar for Voter Registration Bushra Ardalani; Deputy Registrar for Voter Satellite Offices Florence Brown; Voting Equipment and Logistics Manager Tyrone Allen; Deputy Registrar for Absentee Voting Sean Stewart; Election Officer Manager Gretchen Coleman; Financial Specialist Teresa Maza; Supply Manager Kay Garrison; Larry Danforth, Kurt Doehnert, Phyllisa Goldenberg, Ann Hines, Patricia Houser, Ben Jarratt, Fred Knowles, Bill Turley (Office of Elections (Office) staff and/or rovers); Christine Brim (Fairfax County Republican Committee (FCRC) Election Integrity Task Force); Jim Emery and Barbara Palmer-Tengs (members FCRC); Maggi Luca (League of Women Voters (LWV) – Fairfax); and Jill Mobley (resident of Fairfax County).

The following individuals participated using the Zoom videoconferencing platform: Fairfax County Public Information Officer Brian Worthy; Human Resources Manager Yoon Choi-Lee; FOIA Coordinator Pat Ferguson; Office staff and/or rovers Lisa Hogle, B. Gissell Jimenez, Gary Klinger, Bill Lewers, Alejandra Malanowski, Ann Palermo, Abigale Peters, Todd Strelow, and Jerald Taylor; Carol Allen (FCDC Election Law and Voter Protection); Maria Vorel (FCDC Precinct Operations); Andy Bayer (FCRC Election Integrity Task Force); Arina van Breda (Director, Voter Registration and Voter Information LWV - Fairfax); Mark Lenz and David Lopez (Fairfax County election officers and/or residents of Fairfax County or neighboring jurisdictions).

Ms. Hanley called the meeting to order at 4:05 p.m. and introduced the Board. Mr. Henzel moved approval of the agenda, and the motion passed by a vote of 3-0. Ms. Hanley called for the reorganization of the Board. Mr. Shapiro moved to elect Christopher Henzel to the position of Secretary. The motion passed by a vote of 3-0. Mr. Henzel moved to elect Jeffrey Shapiro to the position of Vice Chairman. The motion passed by a vote of 3-0. Mr. Shapiro moved to elect Katherine Hanley to the position of Chairman. The motion passed by a vote of 3-0.

Mr. Henzel moved to adopt the Draft Minutes of the Board meeting held on December 11, 2023. By a vote of 3-0, the Minutes of the Board meeting held on December 11, 2024, were adopted.

Mr. Henzel made a motion to appoint 119 election officers (EO) (61 Democrats, 14 Republicans, and 44 Unaffiliated) for a term ending February 28, 2025. The motion passed by a vote of 3-0.

Under the General Registrar’s (GR) report dated December 11, 2023 (attached and made a part of this record), Ms. Jones updated the voter registration numbers since the last Electoral Board meeting:

Registered Voters	As of January 16, 2024	Change from 12/6
Active registered voters	723,831	+3,142
Inactive registered voters	66,946	-757
TOTAL	790,777	+2,385

Registration Transactions	December 2023 (12/1 to 12/31)	Year-to-Date 2023 (1/1 to 12/31)
DMV online voter registration transactions	15,956	183,221
Web voter registration transactions	1,126	20,591
Third-party voter transactions	244	4,374
Other voter registration transactions	2,102	26,344
TOTAL	19,428	234,530

Voter Cancellations	December 2023 (12/1 to 12/31)	Year-to-Date 2023 (1/1 to 12/31)
Deceased	446	4,455
Out-of-state	72	10,432
Other	154	7,602
TOTAL	672	22,489

Breakdown of DMV Transactions	December 2023 (12/1 to 12/31)
Change of Address	2,814
New Registrants	3,981
Transferred In	962
Administrative Duplicate Match	3,934
Name and/or Address Change	196
Other (Includes voters who moved out of Fairfax County, moved out of the State, were reactivated, and identified themselves as non-citizens)	4,069
Total DMV Transactions	15,956

Mr. Shapiro asked if a feature of the January General Registrar's report might include a year-to-year comparison. Mr. Stewart informed the Board that in February 2023 the number of registered voters was 782,284, an increase over the past year of approximately 8,500 voters.

An opt-out notice was mailed in December to 60,000 Fairfax County voters on the Permanent Absentee Voter list. Approximately 700 were signed, returned, and processed. Mr. Shapiro asked if any were returned undeliverable, and Ms. Ardalan responded that only one opt-out notice was returned undeliverable.

The March 5 Democratic and Republican ballots were reviewed by the Board. Ms. Hanley explained that although some candidates have suspended their campaign, no notification will be posted at voter satellite offices or in Election Day polling places unless an official notice of withdrawal is filed with the State Board of Elections (SBE).

As in past primary elections, early voting for the Presidential Primary Elections will take place at sixteen locations. The sites will be open on the last two Saturdays before the election. Early voting will begin on January 19 at the Fairfax County Government Center (8:00 a.m. to 4:30 p.m. on weekdays), Mount Vernon Governmental Center (1:00 p.m. to 7:00 p.m. on weekdays), and North County Governmental Center (1:00 p.m. to 7:00 p.m. on weekdays). The remaining thirteen satellite voting locations will open on February 24. No Sunday early voting will be offered.

EOs will be assigned to early voting satellites and precincts in accordance with Code of Virginia requirements regarding party parity among EOs. Since this will be a dual-party primary, each location will be assigned a Chief EO representing the Republican Party, an Assistant Chief EO representing the Democratic Party, and an equal number of regular EOs of each major party affiliation. Each voter satellite office will have between seven and ten EOs, the number varying depending on the location and expected number of voters. Each precinct will be assigned five to ten total EOs, including one SDR Specialist officer to help process same day registration voters. All precincts will receive ballots for at least 40% of active registered voters for the Democratic Presidential Primary and for at least 40% of active registered voters for the Republican Presidential Primary. Precincts that had the highest turnout in past comparable elections will receive ballots for 45% of active registered voters for the Democratic Presidential Primary and 45% of active registered voters for the Republican Presidential Primary. Each precinct will receive three to five Poll Pads, two ExpressVote ballot marking devices, and two DS200 ballot scanners.

Various efforts are being utilized to recruit additional EOs to better meet party parity requirements, including giving a brief presentation at a local party committee meeting, and resuming a no-cost public service announcement with the WMAL radio station. A recruitment toolkit is also available to provide ready-made materials (including flyers, posters, and social media posts) for outside individuals and organizations to use in recruitment efforts.

The following individuals were recently hired: Bill Turley, Assistant Satellite Manager; and Sean Rogers, Training and Operations Manager. Interviews have concluded for an IT Business Analyst position, and the Office is in the process of conducting the reference checks

for the top candidate. Recruitment efforts are underway for a Candidate Services Manager, a Communications Specialist, and an Administrative Assistant for Voter Services.

The Logic and Accuracy Testing Schedule for the March Presidential Primary Elections:

- January 9 – 12, 2024 (9:00 a.m.) (Morrissette Warehouse, 8600 Morrissette Drive, Springfield, Virginia) – Testing of voting equipment and Ballot on Demand systems for early voting satellites.
- January 11, 2024 (9:00 a.m.) (Fairfax Government Center, 12000 Government Center Parkway, Fairfax, VA, Suite 251) – Testing and setup of Poll Pads for in-person absentee satellite voting.
- January 23 – February 9, 2024 (9:00 a.m.) (Morrissette Warehouse, 8600 Morrissette Drive, Springfield, Virginia) – Testing of voting equipment for precincts.
- January 30 – 31, 2024 (9:00 a.m.) (Morrissette Warehouse, 8600 Morrissette Drive, Springfield, Virginia) – Testing of Ballot on Demand systems for remaining early voting satellites.
- February 8, 2024 (9:00 a.m.) (Fairfax Government Center, 12000 Government Center Parkway, Fairfax, VA, Suite 339) – Testing of DS850 High Speed Scanners to be used in the Central Absentee Precinct.
- March 3, 2024 (9:00 a.m.) (Fairfax Government Center, 12000 Government Center Parkway, Fairfax, VA, Suite 251) – Testing and setup of Poll Pads for Election Day.

Under the Chairman's report, Ms. Hanley moved that the following individuals be appointed as Electoral Board representatives for L&A testing and any other duties with similar requirements: Democratic Party representatives - Patricia "Pat" Houser, Phyllisa Goldenberg, and Kurt Doehnert; Republican Party representatives - Benjamin "Ben" Jarratt II, Lawrence "Larry" Danforth, and Frederick "Fred" Knowles. Ms. Hanley pointed out the challenges the Board faces in a jurisdiction the size of Fairfax County and thanked these individuals for their willingness to serve the Board. The motion passed by a vote of 3-0.

Ms. Hanley explained that the 2021 redistricting required a split of the Clifton precinct. Clifton precinct was divided to create Liberty precinct, Clifton South precinct, and Clifton Town precinct. Liberty's polling place was established at Liberty Middle School. Because this split reduced the number of voters by half who previously voted at the Clifton Presbyterian Church, the Office of Elections agreed to co-locate the newly created Clifton Town precinct with Clifton South precinct at the Clifton Presbyterian Church. However, after two November elections (2022 and 2023), the Office of Elections was informed by both election teams that the Church was too small to continue to accommodate both polling places. At Clifton's Town Council meeting on January 16, 2024, the council unanimously endorsed the relocation of the Clifton Town precinct to the Wayne H. Nickum Town Hall. At the Board of Supervisors' February 20,

2024, meeting, the Office will request a March 19, 2024, public hearing to approve this relocation.

Ms. Hanley also reported that on December 5, 2023, the Board of Supervisors authorized the Office to file a waiver application with the SBE to administer Pioneer, Garfield, Penderbrook, and Burke No. 2 as split precincts. The SBE met on January 17, 2024, and granted the waiver for these four precincts for all 2024 elections.

Under the Vice Chairman's report, Mr. Shapiro inquired about Ms. Hanley's efforts with the School Board to close schools to students on March 5 for the Presidential Primary Elections. Ms. Hanley has received no official communication, however, Mr. Udeshi clarified that it will be a teacher workday. Mr. Shapiro commended Ms. Hanley for her successful effort. Ms. Hanley added that there may be some parking challenges at the elementary schools with the teachers on-site that day, but schools will be completely closed for the November election.

There was no Secretary's report.

Under New Business, the Board accepted the Resource Allocations for the March 5 Presidential Primary Elections (attached and made a part of this record). Mr. Udeshi explained that the lack of historical data for a dual Presidential Primary that includes same-day registration and no-excuse early voting is one of the reasons that the ballot order is 40% for both the Republican and the Democratic Primaries in all precincts with several precincts receiving 45%.

The next Electoral Board meeting will be Thursday, February 29, 2024, at 4:00 p.m.

There were no Public Comments.

Mr. Shapiro moved to adjourn. The motion carried, and without objection, the meeting was adjourned at 4:34 p.m.

Attachments

Hon. Katherine K. Hanley, Chairman

Jeffrey K. Shapiro, Vice Chairman

Amb. (ret.) Christopher P. Henzel, Secretary

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