MINUTES
Fairfax County Electoral Board
March 13, 2025

The Fairfax County Electoral Board (Board) met on Thursday, March 13, 2025, in Conference Room 315 at the Fairfax County Government Center located at 12000 Government Center Parkway, Fairfax. Chairman Hon. Katherine K. Hanley; Vice Chairman Kevin R. Pinkney; Secretary Jeffrey K. Shapiro; General Registrar Eric L. Spicer; Deputy Director Cheryl Jones; and Clerk to the Electoral Board Beth Dixon Methfessel were present.

IT Manager Cord Whitehouse; Deputy Registrar for Voter Registration Bushra Ardalan; Deputy Communications Specialist Sean Stewart; Deputy Registrar for Voter Satellite Offices Florence Brown; Election Officer Manager Gretchen Coleman; Training and Operations Manager Sean Rogers; Election Supplies Coordinator Justin Knoernschild; Judy Clardy, Ann Hines, Jean Thoensen, and Bill Turley (Office of Elections (Office) staff); Gregory Brandon (Fairfax County Democratic Committee (FCDC) Central Communications); Christine Brim (Fairfax County Republican Committee (FCRC) Election Integrity Task Force); Barbara Tengs, Doug Friedly, and Pat O'Brien (members FCRC); and Benjamin Mobley (Fairfax County Election Officer) also attended the meeting in person.

The following individuals participated using the Zoom videoconferencing platform: Election Manager Ravi Udeshi; Human Resources Manager Yoon Choi-Lee; IT Staff George Panagakos, LaTeef Owodunni, and Todd Strelow; Office staff Nazila Arefi, Antemira Elliot, Lisa Hogle, Abigale Peters, Jerald Taylor, and Fily Vilasanta; Megan Challender (FCDC Election Law and Voter Protection); Maria Vorel (FCDC Precinct Operations); Arina van Breda (Director, Voter Registration and Voter Information LWV - Fairfax); Maggi Luca (member LWV-F); Andi Bayer (FCRC Election Integrity Task Force); John Barker, Mark Beale, Phyllisa Goldenberg, Bettina Lawton, Mike Martin, Bill Lewers, and Sam Walker (Fairfax County rovers and/or election officers and/or residents of Fairfax County or neighboring jurisdictions).

Ms. Hanley called the meeting to order at 4:00 p.m. and introduced the Board. Ms. Hanley explained that the meetings will now be videotaped. The link to the recording will be available on the Electoral Board Meeting Minutes webpage within three business days of the meeting. Anyone not wanting their image recorded should hide their video camera. Mr. Pinkney moved approval of the agenda, and the motion passed by a vote of 3-0.

Mr. Shapiro moved to adopt the Draft Minutes of the Board meeting held on February 6, 2025. Mr. Shapiro's motion passed by a vote of 3-0.

Mr. Shapiro made a motion to appoint 19 election officers (EO) (9 Democrats, 8 Republicans, and 2 Unaffiliated) for a term ending February 28, 2027. The motion passed by a vote of 3-0.

Under the General Registrar's (GR) report dated March 11, 2025 (attached and made a part of this record), Mr. Spicer presented the General Registrar's report and updated the voter registration numbers since the last Electoral Board meeting:

Voter Registration

Registered Voters	As of 2/1	As of 3/1	Change from 1/1
Active Registered Voters	761,599	762,577	+978
Inactive Registered Voters	37,598	37,300	-298
Total	**799,197**	**799,877**	**+680**

Active Voter Registration Subtractions (Cancellations and Transfers Out)	2/1 – 2/28	Year-to-Date 2025 (1/1 to 2/28)
Deceased (multiple sources)[1]	367	992
Out-of-State (multiple sources)[2]	490	794
Declared Non-Citizen (from ELECT)	26	52
Declared Mentally Incapacitated (from Court)	5	12
Felony Conviction (from ELECT)	10	14
Voter Request (paper form from voter)	9	41
Transfer Out to Another Jurisdiction in VA	966	2,316
Other Subtractions (administrative error, other)	3	7
Total Cancellations and Transfers	**1,876**	**4,228**

Active Voter Registration Additions	2/1 – 2/28	Year-to-Date 2025 (1/1 to 2/28)
New Voter Registrations (multiple sources)	1,714	4,095
Transfer In from Another Jurisdiction in VA	835	1,814
Other Additions (reactivated, reinstated, other)	305	696
Total	**2,854**	**6,605**

Voter Registration Transactions[3] (includes transactions that result in additions, subtractions, and no change)	2/1 – 2/28	Year-to-Date 2025 (1/1 to 2/28)
Online DMV (from ELECT)	15,651	34,128
Online Citizen Portal (from ELECT)	484	947
Online Third-Party DMV Verified (from ELECT)	26	89

Va. Paper Form Third Party (delivered to the office)	397	863
Va. Paper Form In-Person (office walk-ins, new citizen ceremonies, at polling locations)	8	27
Va. Paper Form by Mail (delivered to the office)	57	162
Federal Post Card Application (multiple sources)	210	498
National (EAC) Paper Form (delivered to the office)	23	49
Same Day Registration (office or voting locations)	0	0
Others (voter card, confirmation notice, update form)	79	176
Public Assistance, Disability Offices	0	0
Discretionary Agencies (BVS, NTIS, Social Security Administration)	515	1,241

[1] Deceased (multiple sources) includes: Bureau of Vital Statistics through ELECT, Report of Death information provided by relative, Death Certificate provided, and General Registrar Report of Death created based on an obituary
[2] Out-of-State (multiple sources) includes: DMV, State mail, NCOA, and other voter registration update forms
[3] All categories include: new voter registrations, change of address, change of name, voter cancellations (including out-of-state), and duplicates (no change of data)

Mr. Spicer reported that on January 13, 2025, the Board of Supervisors approved the following precinct and polling place changes:

- Change the name of the Woodrow Wilson Library to the Culmore Community Library
- Change the name of Bailey's Community Center to the Minnie H. Peyton Community Center at Bailey's
- Relocate the polling place for the Fairfax Station precinct to St. Peter's in the Woods Episcopal Church
- Relocate the polling place for Woodyard precinct to the Burke Centre Library

Voters in Holmes, Baileys, and Skyline precincts were mailed notifications of their polling place name changes on March 3. A Certification of No Objection for the two polling place relocations was submitted on January 21 to the Virginia Attorney General. If no response is received by March 22, the polling place changes will automatically be in effect. On January 29, the State Board of Elections granted a waiver to administer Pioneer, Garfield, Penderbrook, and Burke No. 2 precincts as split precincts for all elections in 2025.

Mr. Pinkney asked if there are any additional precinct and polling place changes anticipated for 2025. Ms. Hanley explained that Coates, Cameron Glen, and Huntington precincts would be split. The polling place for Virginia Hills will be relocated. The boundary of Marshall and Shreve precincts will be adjusted to add a portion of Marshall precinct to Shreve. The boundary of Green Trails and Old Mill precincts will be adjusted to add a small portion of

Green Trails precinct to Old Mill. The location of the Franconia Governmental Center will be relocated. Ms. Methfessel added that in May, the Office will request that the Board of Supervisors authorize a public hearing for these proposals in late June.

Mr. Pinkney inquired if some of the smaller sized precincts might be consolidated. Ms. Hanley explained that several of the smaller sized precincts were created by redistricting. She added that the law changed in 2021 restricting the use of different ballot styles in a single precinct. Mr. Pinkney stated that he will provide a list of precincts he considers may be eligible for consolidation.

The Fairfax County FY 2026 Proposed Budget includes a reduction for the Office of $182,750 (approximately 2%) as part of the nearly $60 million in reductions that are included in the FY26 proposed budget. The reduction eliminates one election officer at each polling place for the June Primaries and two officers at each polling place for the November General Election each year. Mr. Spicer confirmed for Mr. Pinkney that the budget's line-item allocations provide some flexibility for reallocation. Mr. Pinkney requested a copy of the Office's line-item budget proposal.

The General Register's proposed plan for the early voting schedule for the June 2025 primaries is consistent with the primary election schedule in operation since 2022, as follows:

- Three locations (Fairfax County Government Center, Mt. Vernon Governmental Center, and North County Governmental Center) will be open from May 2 to June 14.
- An additional 13 locations will be open from June 7 to June 14 for seven days of voting.
- Fairfax County Government Center will be open weekdays 8:00 am to 4:30 pm.
- All other locations will be open weekdays 1:00 pm to 7:00 pm. All locations will be open 9:00 am to 5:00 pm on Saturday, June 7 and Saturday, June 14. There will be no Sunday voting.

Mr. Pinkney inquired the extent to which adjusting the hours of early voting might mitigate the effect of budget cuts. No action was taken by the Board to adjust the hours of early voting.

Mr. Spicer confirmed that both parties will hold a direct primary in June. Ms. Hanley explained that the Board of Supervisors establishes the early voting locations by ordinance, and the General Registrar sets the days and times of operation. However, current legislation is pending that may require the governing body to set the days and times by ordinance. Mr. Spicer added that two budget reduction proposals were submitted. Mr. Pinkney requested a copy of both proposals.

The Virginia Department of Elections (ELECT) sent an address confirmation mailing on February 7, 2025, to 5,617 voters in Fairfax County. The registration status of voters who do not respond within 30 days will automatically be changed by VERIS to inactive status.

A notice was mailed February 14, 2025, to the 69,360 Fairfax County voters on the Permanent Absentee Voter list. If the voter wished to opt out of the permanent list, they were asked to sign and return the attached postcard. As of March 4, 538 voters returned completed postcards to opt out of the permanent list, and 1,373 mailers were returned as undeliverable by the USPS. Ms. Hanley suggested that in the future, the wording of the postcard explain that

removal from the permanent absentee voter list does not affect the voter's registration status. Mr. Shapiro agreed that this change would be a good idea.

Judith Clardy successfully competed for the Voting Equipment and Logistics Assistant Manager position and started on February 8. Justin Knoernschild was hired as the Election Supplies Coordinator and started on March 10. The vacant Absentee Voting Manager position was converted from an appointed to a merit position and will be posted through March 14.

Mr. Pinkney asked to what extent an online Freedom of Information Act (FOIA) reading room might be established. Ms. Hanley responded that county policy does not currently permit the publishing of FOIAs. After discussion among the Board members, Mr. Spicer agreed to inquire to determine if the county is constraining the publishing of information in a manner that state law does not require.

The Office received 700 ES&S DS300 digital ballot scanners and three DS950 high-speed digital ballot scanners. In July, 650 new ExpressVote 3 ballot marking devices will be delivered contingent upon successful certification by ELECT.

Based on the Board policy enacted on September 16, 2024, each month the General Registrar refers individuals identified by ELECT as potential non-citizens to the Commonwealth's Attorney and Attorney General. ELECT cancelled the registration records for 26 individuals between February 1 and February 28, 2025, on the grounds that they were potential non-citizens. Of those 26, one affirmed their citizenship after the cancellation. On March 3, 2025, the General Registrar referred the remaining 25 individuals to the Commonwealth's Attorney and Attorney General.

Under the Chairman's report, Ms. Hanley asked Mr. Whitehouse to explain the effect on Fairfax County's security systems resulting from the termination of funding that no longer supports the Elections Infrastructure Information Sharing and Analysis Center (EI-ISAC). Mr. Whitehouse responded that this lack of funding would not significantly affect Fairfax County due to the strength of its current security infrastructure. Mr. Whitehouse will keep the Board informed of any changes that may impact the Office's operation.

Under the Vice Chairman's report, Mr. Pinkney explained that he found a discrepancy in the legal description for Willow Springs #1. The General Registrar agreed that the legal description will be corrected and re-posted.

There was no Secretary's report.

Under Old Business, after review of the list of compliance documents provided at the February meeting, Mr. Pinkney requested that the list of ELECT advisories be indexed. Under the section covering federal law, he asked that the Code of Federal Regulations that apply to elections (e.g., 28 CFR Part 55) be included.

Under the issue of providing additional minority languages raised at the January meeting, Mr. Pinkney suggested using 28 CFR Part 55 (Implementation of the Provisions of the Voting Rights Act Regarding Minority Groups) to guide the creation of a minority language program including the job description of the Minority Language Director. Mr. Shapiro proposed

that given the sensitivity and complexity of minority language support, discussion might be deferred until after the results from the American Community Services (ACS) are released next year. Ms. Hanley submitted that when the ACS survey results are released next year, additional localities may become subject to federal language requirements, and ELECT may then play a more significant role in supporting additional languages. Ms. Hanley asked Mr. Spicer to provide the timeline for creating a minority language coordinator as well as a plan for assigning language support officers in the precincts with voters who may require language assistance. After discussion, Mr. Shapiro moved that over the next year, the General Registrar initiate the creation of a position under election management to coordinate minority languages. The motion passed by a vote of 3-0.

Under Public Comments, Ms. Hanley asked those who want to make a comment, either online or in person, to raise their hand to be recognized, and to provide their name and the organization they represent, if any, before giving a statement. She reminded the public that comments are limited to three minutes. The Board may answer certain queries; however, if more research is required, the Board may defer an answer. The Board may also request written submission of the comment or inquiry. For those present in the room, comments will be made from the podium.

Under Public Comments, Ms. Brim asked if there would be enough time prior to the November election to receive and process the results of ELECT's second NCOA mailing. Ms. Ardalan responded that the mailing is scheduled for July. If no response is received within 30 days, the voter is placed on inactive status. She confirmed that no voters are removed from the rolls directly based on the lack of response to an NCOA mailing.

Ms. Brim requested a playlist of the recorded EB meetings to make them easier to find on the county's YouTube channel. She asked for a monthly report on the number of appointed election officers who have completed the various requirements needed to serve as an election officer (i.e., taken the oath, attended mandatory training). Finally, she inquired if there is any authority to follow up on the status of the non-citizen referrals to the Commonwealth's Attorney.

Mr. Shapiro moved to adjourn. The motion carried, and the meeting was adjourned at 5:31 p.m.

Attachments

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Hon. Katherine K. Hanley, Chairman

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Kevin R. Pinkney, Vice Chairman

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Jeffrey K. Shapiro, Secretary

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