MINUTES
Fairfax County Electoral Board
January 13, 2025

The Fairfax County Electoral Board (Board) met on Monday, January 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 Jeffrey K. Shapiro and newly appointed Board member Kevin R. Pinkney; 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 Ardalan; Deputy Registrar for Absentee Voting Sean Stewart; Deputy Registrar for Voter Satellite Offices Florence Brown; Voting Equipment and Logistics Manager Tyrone Allen; Training and Operations Manager Sean Rogers; Election Officer Manager Gretchen Coleman; Supply Manager Kay Garrison; Ann Hines, Lisa Hogle, B. Gissell Jimenez, Bill Turley, Fily Vilasanta (Office of Elections (Office) staff); Gregory Brandon (Fairfax County Democratic Committee (FCDC) Central Communications); Christine Brim and Andi Bayer (FCRC Election Integrity Task Force); James Jacks and Barbara Palmer-Tengs (members FCRC); Raouf R. Kheir and David Lopez (Fairfax County election officers, rovers, and/or residents of Fairfax County) also attended the meeting in person.

The following individuals participated using the Zoom videoconferencing platform: Human Resources Manager Yoon Choi-Lee; Office staff Nazila Arefi, Antemira Elliot, Kathryn Martin, Lateef Owodunni, Abigale Peters, Todd Strelow, Jerald Taylor, and Jean Thoensen; Maria Vorel (FCDC Precinct Operations); Arina van Breda (Director, Voter Registration and Voter Information LWV - Fairfax); Patricia O'Brien (member FCRC); Steve Barch and John Barker (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 current Board including new member, Kevin R. Pinkney. Mr. Shapiro 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 meetings held on October 21, 2024, October 29, 2024, November 6, 2024, and November 20, 2024. Ms. Hanley asked for a correction in the Draft Minutes of November 6, 2024, on pg. 4, para. 1 to substitute the word "General" for "primary." By a vote of 2-0-1, with Mr. Pinkney abstaining, the amended Minutes of the Board meeting held on November 6, 2024, were adopted, and the Minutes of the Board meetings on October 21, 2024, October 29, 2024, and November 20, 2024, were adopted.

Ms. Hanley called for the reorganization of the Board. Mr. Shapiro moved to elect Katherine Hanley as Chairman. The motion passed by a vote of 3-0. Mr. Shapiro moved to

elect Kevin Pinkney as Vice Chairman. The motion passed by a vote of 3-0. Mr. Pinkney moved to elect Jeffrey Shapiro as Secretary. The motion passed by a vote of 3-0.

Under the General Registrar's (GR) report dated January 10, 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 10/1**	**As of 12/31**	**Change from 10/1**
Active Registered Voters	736,718	760,200	+23,482
Inactive Registered Voters	76,610	67,387	-9,223
Total	**813,328**	**827,587**	**+14,259**

Active Voter Registration Subtractions (Cancellations and Transfers Out)	**10/1 – 12/31**	**Year-to-Date 2024 (1/1 to 12/31)**
Deceased (multiple sources)[1]	1,117	5,152
Out-of-State (multiple sources)[2]	3,782	8,559
Declared Non-Citizen (from ELECT)	107	571
Declared Mentally Incapacitated (from Court)	12	58
Felony Conviction (from ELECT)	39	175
Voter Request (paper form from voter)	277	682
Transfer Out to Another Jurisdiction in VA	10,662	28,442
Other Subtractions (administrative error, other)	45	109
Total Cancellations and Transfers	**16,041**	**43,748**

Active Voter Registration Additions	**10/1 – 12/31**	**Year-to-Date 2024 (1/1 to 12/31)**
New Voter Registrations (multiple sources)	21,296	57,626
Transfer In from Another Jurisdiction in VA	8,141	23,054
Other Additions (reactivated, reinstated, other)	10,086	18,163
Total	**39,523**	**98,843**

Voter Registration Transactions[3] (includes transactions that result in additions, subtractions, and no change)	**10/1 – 12/31**	**Year-to-Date 2024 (1/1 to 12/31)**
Online DMV (from ELECT)	53,588	397,034

Online Citizen Portal (from ELECT)	41,140	84,777
Online Third-Party DMV Verified (from ELECT)	1,674	4,949
Va. Paper Form Third Party (delivered to the office)	737	5,310
Va. Paper Form In-Person (office walk-ins, new citizen ceremonies, at polling locations)	4,194	6,338
Va. Paper Form by Mail (delivered to the office)	1,459	4,801
Federal Post Card Application (multiple sources)	1,382	7,032
National (EAC) Paper Form (delivered to the office)	206	865
Same Day Registration (office or voting locations)	14,246	15,547
Others (voter card, confirmation notice, update form)	2,775	5,428
Public Assistance, Disability Offices	2	12
Discretionary Agencies (BVS, NTIS, Social Security Administration)	1,665	6,913

[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)

The Board of Supervisors will be requested to approve the following precinct and polling place changes at the public hearing on January 14:

- Change the name of the Woodrow Wilson Library to the Culmore Community Library.
- Change the name of the Bailey's Community Center to the Minnie H. Peyton Community Center at Bailey's.
- With the completion of renovations at St. Peter's in the Woods Episcopal Church, the polling place for the Fairfax Station precinct will return to the church.
- Move the polling place for Woodyard precinct to the Burke Centre Library, which also serves as a satellite voting location. The library will provide a more accessible polling place for Woodyard voters.

On January 14, the Office of Elections will also request a resolution from the Board of Supervisors to apply to the State Board of Elections for a waiver to administer Pioneer, Garfield, Penderbrook and Burke No. 2 precincts as split precincts for all elections in 2025, as required by Virginia Code §24.2-307.

The 4,121 sample ballot mail brochures from the November 5, 2024, General and Special Elections (November General Election) that the post office could not deliver for any

reason have been returned to the office and are being processed in the same way as all other returned election mail. The registration records for voters who indicated they had moved out of state were cancelled. Registration records were updated for voters who had moved within Fairfax County. Forms with address changes within Virginia were mailed to other localities.

The General Registrar reported that in-person absentee voting for the November General Election had turnout eclipsing the numbers from 2020, and he cited improvements adopted that had made the process more efficient and effective. In all, 239,334 Fairfax County residents voted at 16 locations over the six-week period, which included voting on four Saturdays and one Sunday. In the 2020 Presidential Election, 193,596 in-person absentee ballots were cast. The following two snapshots illustrate the higher voter interest and turnout. One, on the first two days of early voting in September 2024, 8,613 people voted. Four years ago, 2,300 people voted during the same timeframe. Two, on October 17 when all 16 locations opened, 10,364 individuals voted in-person compared to 7,473 voters in 2020.

At the Fairfax County Government Center, the busiest early voting location, voting was moved to Room 251, a significantly larger space than used in 2020, which could accommodate more voters with eight check-in stations and 36 marking stations. The Government Center satellite officers processed 58,569 voters, not including provisional voters, with the highest days on September 20 (2,704 voters) and September 21 (2,234 voters).

On Election Day, 243,776 voters cast ballots at 264 polling places, a 31% increase in Election Day turnout compared to the 2020 Presidential Election.

The High School Page Program trained 567 students from 35 public and private high schools (including homeschooled students) to serve in an early voting satellite location or a polling place on Election Day. This was the highest number of applications in the history of the program. All students who received an assignment were required to complete a 2-hour training and pass a quiz with a score of 100%.

Of the 3,744 election officers (EO) who served for November General Election, 1,798 were affiliated with the Democratic Party, 1,176 were affiliated with the Republican Party, and 770 were Unaffiliated. This represents an increase of approximately 200 Republican-affiliated officers from the November 2020 Presidential Election. In accordance with Electoral Board policy, all Chief EOs represented the Republican Party, and all Assistant Chief EOs represented the Democratic Party.

The next EO appointment term under Va. Code § 24.2-115 will begin on March 1, 2025, and will last until February 28, 2027. The Board plans to meet on Thursday, February 6, 2025, to make these appointments.

For the November General Election, 16,153 provisional ballots were received, including 14,246 same-day registrations (SDR) issued during early voting (approximately 25%) and on Election Day (approximately 75%). The following table compares the number, type of provisionals cast, and the percentage of those accepted by the Board for the 2022, 2023, and 2024 November elections:

Nov. Elections	Non-SDR Provisional	SDR Provisional	Total	Accepted by Electoral Board
2024	1,907	14,246	16,153	97%
2023	1,785	2,313	4,098	95%
2022	2,647	3,913	6,560	92%

On November 20, 2024, the Department of Elections (ELECT) conducted a statewide risk-limiting audit for the U.S. Senate race. The Office completed the audit of 249 ballots systemically pulled from specified boxes of ballots at the Fairfax County Courthouse. The audit combined statistical methods with the human review of ballots read by machine during the election. More than 60 seasonal and full-time staff members were involved in conducting the audit.

In December 2024, a recount at public expense was conducted for the Herndon Town Council contest. The recount was requested by the 7th-place candidate, Stevan Michael Porter, who received 0.09% fewer votes than the 6th-place candidate, Naila Alam. Following a court order, election staff conducted a recount of the contest at the Fairfax County Courthouse. The recount confirmed the original election results, with Ms. Alam retaining the 6th-place seat on the Herndon Town Council. There was a net change of two votes in favor of Mr. Porter, resulting in Ms. Alam finishing with 4,010 votes and Mr. Porter with 3,978 votes. Mr. Shapiro suggested that other options be considered to improve the efficiency of segregating town election ballots cast during the early voting period in the event of a recount, such as dedicating a DS200 for the town elections at the early voting location.

Sharon Barrett successfully competed for the Administrative Assistant IV position under the Voter Services/SDR Division, effective November 2, 2024. Sean Stewart successfully completed the interview process and was appointed to the Communications Specialist III position effective December 28, 2024. The Board requested a copy of the Office's organizational chart.

The three-year lease with KNOWiNK for electronic pollbooks ends on February 28, 2025, and funding has been secured to purchase new electronic pollbooks when the lease expires. After diligent research, staff, with the unanimous approval of the Electoral Board on February 29, 2024, determined that KNOWiNK offered the best electronic pollbook solution, and an agreement was reached with this vendor to purchase new electronic pollbooks (iPads). Given that a new iPad model is being released this spring, KNOWiNK offered to extend the current lease through the June 2025 Primary Election. This will facilitate the purchase of the very latest iPad model in time for the November 2025 General Election. This proposal affords the opportunity to purchase better equipment with a longer life expectancy with the same pricing and terms. The Office is now in the process of reviewing this purchase with the county's procurement and legal staff to ensure all legal and procurement requirements are met if the decision is made to delay the purchase of the new electronic pollbooks.

Mr. Pinkney asked if the new electronic pollbooks will provide an enhancement to mitigate check-in errors to lessen the number of discrepancies between voters checked in and ballots cast on the voting machines. Mr. Udeshi explained that most discrepancies are due to election officer error but are also caused by fleeing voters (a voter checks in but declines to cast their ballot), and provisional voters who may have inadvertently cast their ballot on the machine.

Based on the Electoral Board policy enacted at the September 16, 2024, Electoral Board meeting, the General Registrar referred 789 individuals identified by ELECT as non-citizens to the Commonwealth's Attorney and Attorney General on September 23, 2024. The General Registrar referred an additional 238 individuals on October 2, 2024.

ELECT cancelled the registration records for 107 individuals between October 1 and December 31, 2024, on the grounds that they were non-citizens. Of those 107, 19 individuals either confirmed their citizenship or re-registered after the cancellation and one was sent in error. On January 10, 2025, the General Registrar referred the remaining 87 individuals to the Commonwealth's Attorney and Attorney General. Mr. Shapiro asked if any response has been received from either the Commonwealth's Attorney or the Attorney General. Mr. Spicer confirmed that no additional response has been received from the Commonwealth's Attorney since October 4, 2024, and no response has been received from the Attorney General.

There was no Chairman's report.

Under the Vice Chairman's report, Mr. Pinkney invited the General Registrar to examine the feasibility of providing ballots in additional languages. The review will take into account challenges, issues, and the legal requirements in Section 203 of the Voting Rights Act relating to "more than 10,000 voting age citizens" independent from the 5% requirement. He asked the General Registrar to explore the feasibility of providing separate, bilingual ballots in different languages (English/Spanish, English/Vietnamese, etc.). Without objection, it was so ordered.

Mr. Pinkey also requested that the General Registrar compile and furnish to members of the Electoral Board a complete list of all existing codes of ethics or conduct; policies; procedures; practices; handbooks; guidance; internal controls; laws and regulations; and training materials that apply to or are used by the General Registrar, the Office of Elections, and/or the Electoral Board by the next meeting. Without objection, it was so ordered.

Under the Secretary's report, Mr. Shapiro moved that starting with the March meeting, the Electoral Board meetings be videotaped and posted with the minutes. The motion passed by a vote of 3-0.

Under New Business, Ms. Hanley moved that the Board set the second Thursday of each month at 4:00 p.m. as the regularly scheduled monthly meeting of the Board. This schedule can be amended for exigent reasons and, for February, the meeting will be held during the first week in accordance with the Code of Virginia. The motion passed by a vote of 3-0.

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Under Public Comments, Ms. Hanley reminded the public that comments are limited to three minutes. The Board may provide the information; however, if more research is required, the Board may defer an answer. The Board may also request a written submission of the comment or inquiry.

Under Public Comments, Mr. Spicer will provide Ms. van Breda the number of individuals removed from the voter rolls in compliance with ELECT's program to remove individuals identified as non-citizens.

Mr. Shapiro moved to adjourn. The motion carried, and the meeting was adjourned at 5:08 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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