MINUTES
Fairfax County Electoral Board
July 17, 2025

The Fairfax County Electoral Board (Board) met on Thursday, July 17, 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; General Registrar Eric L. Spicer; Deputy Director Cheryl Jones; Deputy Director Ravi Udeshi, and Clerk to the Electoral Board Beth Dixon Methfessel were present. Secretary Jeffrey K. Shapiro participated remotely.

Election Assistance Commissioner Thomas Hicks; IT Manager Cord Whitehouse; Deputy Registrar for Voter Services Bushra Ardalan; Deputy Registrar for Voter Satellite Offices Florence Brown; Deputy Registrar for Absentee Voting Reuben Howard; Deputy Communications Specialist Sean Stewart; Training and Operations Manager Sean Rogers; John Barker, Judy Clardy, Larry Danforth, Jean Thoensen, and Bill Turley (Office of Elections (Office) staff and/or rovers); Christine Brim (Fairfax County Republican Committee (FCRC) Election Integrity Task Force); Gregory Brandon (Fairfax County Democratic Committee (FCDC) Central Communications); and Doug Friedly, Pat O'Brien, and Barbara Tengs (members FCRC) also attended the meeting in person.

The following individuals participated using the Zoom videoconferencing platform: Human Resources Manager Yoon Choi-Lee; Finance Manager Merin Mani; IT staff Lateef Owodunni and Todd Strelow; Office staff Steve Barch, Sharon Barrett, Celeste Felsberg, Lisa Hogle, Abigale Peters, and Fily Vilasanta; Megan Challender (FCDC Election Law and Voter Protection); Andi Bayer (FCRC Election Integrity Task Force); Maria Vorel (FCDC Precinct Operations); Arina van Breda (Director, Voter Registration and Voter Information LWV - Fairfax); and Elizabeth Woodruff (Fairfax County rover and/or election officer and/or resident 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.

Ms. Hanley asked Mr. Shapiro to state for the record his location and the reason for his remote participation. Mr. Shapiro responded that he was calling in from a family vacation in Bethany Beach, Delaware. Ms. Hanley confirmed that Mr. Shapiro could be adequately heard, and that he also could adequately hear the other Board members.

Ms. Hanley moved that, pursuant to Section 2.2-3708.2 of the Code of Virginia, the Electoral Board readopt its *POLICY FOR THE REMOTE PARTICIPATION OF MEMBERS* and its *POLICY FOR ALL-VIRTUAL PUBLIC MEETINGS*. Ms. Hanley informed the Board that there were no changes to the policies from the previous year. The motion passed by a vote of 3-0.

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 meetings held on June 4, 2025, and June 18, 2025. The motion passed by a vote of 3-0.

Mr. Shapiro made a motion to appoint 115 election officers (EO) (63 Democrats, 14 Republicans, and 38 Unaffiliated) for a term ending February 28, 2027. The motion passed by a vote of 3-0.

Ms. Hanley introduced and welcomed Election Assistance Commissioner Thomas Hicks. Mr. Hicks was present to recognize Fairfax County for its five Clearinghouse Awards (two full awards and three honorable mention awards). This recognition underscores the significance of the Office's ongoing efforts to improve election operations, enhance the voter experience, and support election officers through thoughtful, data-driven innovation.

Under the General Registrar's (GR) report dated July 16, 2025 (found under Board Documents for the July 17, 2025, Electoral Board meeting Electoral Board Meetings | Elections), Mr. Spicer presented the GR's report and updated the voter registration numbers since the last Electoral Board meeting:

Voter Registration

Registered Voters	**As of 6/1**	**As of 7/1**	**Change from 6/1**
Active Registered Voters	760,986	762,936	+1,950
Inactive Registered Voters	41,304	41,065	-239
Total	**802,290**	**804,001**	**+1,711**

Active Voter Registration Subtractions (cancellations and transfers out)	**6/1 to 6/30**	**Year-to-Date 2025 (1/1 to 6/30)**
Deceased (multiple sources)[1]	321	2,613
Out-of-State (multiple sources)[2]	178	2,183
Declared Non-Citizen (from ELECT)	22	285
Declared Mentally Incapacitated (from Court)	4	30
Felony Conviction (from ELECT)	0	41
Voter Request (paper form from voter)	33	156
Transfer Out to Another Jurisdiction in VA	1,311	7,939
Other Subtractions (administrative error, other)	1	18
Total Cancellations and Transfers	**1,870**	**13,265**

Active Voter Registration Additions	6/1 to 6/30	Year-to-Date 2025 (1/1 to 6/30)
New Voter Registrations (multiple sources)	2,067	12,580
Transfer In from Another Jurisdiction in VA	1,509	6,518
Other Additions (reactivated, reinstated, other)	244	2,047
Total	**3,820**	**21,145**

Voter Registration Transactions[3] *(includes transactions that result in additions, subtractions, and no change)*	6/1 to 6/30	Year-to-Date 2025 (1/1 to 6/30)
Online DMV (from ELECT)	20,622	116,789
Online Citizen Portal (from ELECT)	1,491	4,596
Online Third-Party DMV Verified (from ELECT)	77	307
Va. Paper Form Third Party (delivered to the office)	1	1,889
Va. Paper Form In-Person (office walk-ins, new citizen ceremonies, at polling locations)	20	154
Va. Paper Form by Mail (delivered to the office)	49	537
Federal Post Card Application (multiple sources)	17	821
National (EAC) Paper Form (delivered to the office)	4	225
Same Day Registration (office or voting locations)	376	380
Others (voter card, confirmation notice, update form)	34	549
Public Assistance, Disability Offices	0	2
Discretionary Agencies (BVS, NTIS, Social Security Administration)	426	3,464

[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).

On July 3, 2025, the attorney general issued the Certification of No Objection for the following precinct and polling place changes. Postcard notices will be mailed to the voters affected by these changes.

1. Split Huntington precinct to create Montebello precinct with its polling place at the Montebello Community Center. (CD8).
2. Relocate the polling place for Virginia Hills precinct from the Virginia Hills Center to the Franconia Recreation Center. (CD8)

3. Adjust precinct boundaries to relocate 1,107 voters from Marshall to Shreve precinct. (CD8)
4. Change the name of the polling place for Greenspring precinct from Greenspring Conference Center to Hunters Crossing Conference Center. (CD11)

On June 25, as part of a list maintenance process mandated by Virginia Code § 24.2-428 and the National Voter Registration Act (NVRA), Virginia Department of Elections (ELECT) mailed 4,855 confirmations to individuals who moved within Fairfax County and 16,013 confirmations to individuals who moved out of Fairfax County. As of July 14, 2025, the Office received the following responses to the Confirmation Mailing sent by ELECT.

Moved Out of State	1,255
Moved Within Fairfax	257
Moved Within VA	36
No Change	96
Undeliverable	2,820
Incomplete	4
Total	**4,468**

Early voting for the September 9 Special Election in the 11th Congressional District (September 9 Special Election) will begin on Friday, July 25. The Fairfax County Government Center and the North County Governmental Center will be open for 45 days. An additional nine locations will be open for seven days of voting beginning Friday, August 29 through Saturday, September 6. All 11 locations will be open on two Saturdays: August 30 and September 6. There will be no Sunday voting, and all early voting locations will be closed on Monday, September 1 for Labor Day.

As of July 14, 51,199 absentee ballot applications were approved for the September 9 Special Election from voters registered in CD11. This includes 46,030 permanent applications, 4,972 applications from overseas and military voters, 1 permanent absentee change form, and 196 single-election applications.

The following is the Logic and Accuracy schedule for the September 9 Special Election:

Early Voting Satellites – Ballot Scanners and Ballot Marking Devices
Location: Morrissette Operations Center**,** 8600**-**UA Morrissette Drive, Springfield, VA 22152
Starts: July 18 at 8:00 a.m.
Ends: July 25 or when testing is completed

Election Day Polling Places – Ballot Scanners and Ballot Marking Devices
Location: Morrissette Operations Center
Starts: July 29 at 9:00 a.m.
Ends: August 15 or when testing is completed

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Absentee Mail – High-Speed Ballot Scanners
Location: Fairfax County Government Center, 12000 Government Center Pkwy, Suite 339, Fairfax, VA 22035
Date: August 13 at 9:00 a.m.

Electronic Pollbooks and Ballot-on-Demand Equipment:

- **Early Voting Satellites – Ballot-on-Demand for two 45-day locations:**
  July 18 at 8:00 a.m. (Morrissette Operations Center)
- **Early Voting Satellites – Electronic Pollbooks:**
  July 21-22 at 8:00 a.m. (Fairfax County Government Center, Suite 251)
- **Early Voting Satellites – Ballot-on-Demand for additional 9 locations:**
  August 12-14 at 8:00 a.m. (Morrissette Operations Center)
- **Election Day – Electronic Pollbooks:**
  September 7 at 8:00 a.m. (Fairfax County Government Center, Suite 251)

Two pieces of legislation affecting operations took effect on July 1. **HB1735/SB991** reduces from 21 to 10 the number of days during which registration records are closed before primary and general elections. The new legislation will not affect special elections. **SB1044** requires each locality to report by precinct the total number of provisional ballots cast, the number of those provisional ballots determined to be valid by the Electoral Board, and the results of such valid provisional ballot by voters assigned to such precinct.

On July 1, 2025, the State Board of Elections approved the ES&S EVS 6.5.0.0 voting system, including the ExpressVote 3 ballot marking device, for use in Virginia. All 650 new ExpressVote 3 devices were delivered in early July, and preliminary acceptance testing has been completed on each device. The Electionware central server was upgraded from EVS 6.3.0.0 to EVS 6.5.0.0. The firmware on all 700 DS300 ballot scanners and all three DS950 high-speed scanners will be upgraded to EVS 6.5.0.0. Printelect technicians will perform on-site preventative maintenance on all scanners. Upgrades and maintenance remain on track for completion by July 18. The lease with KNOWiNK on the current pollbook equipment was extended through the June 2025 primary election, and the new equipment will be received in July 2025. Mr. Spicer recognized and commended the staff that worked diligently within this compressed timeline to receive and test the new equipment and upgrade the Electionware central server.

Ravi Udeshi was appointed Deputy Registrar and Deputy Director of Elections. The senior leadership team of the Office will be Cord Whitehouse, Cheryl Jones, and Ravi Udeshi.

Based on the Electoral Board policy enacted at the September 16, 2024, Electoral Board meeting, 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 22 individuals between June 1, 2025, and June 30, 2025, on the grounds that they were potential non-citizens. This was initiated because the citizenship confirmation notice they were mailed was not returned within the mandated two-week period. Of those 22, two affirmed their citizenship after the cancellation. On July 2, 2025, the General Registrar referred the remaining 20 individuals to the Commonwealth's Attorney and Attorney General.

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If available, Mr. Pinkney requested a copy of the County Attorney's written advice to either the General Registrar or the Electoral Board regarding the reporting and referral of non-citizens with possible voting history to the Commonwealth's Attorney and the Attorney General. Mr. Pinkney suggested a Closed Session with the County Attorney at the August meeting. The Board agreed to add a Closed Session to the August meeting agenda.

There was no Secretary's or Vice Chairman's report.

Under the Chairman's report, Ms. Hanley asked Mr. Spicer if the Office or ELECT have received any inquiries with respect to the Justice Department's call to examine voter rolls or inspect voting equipment. Ms. Hanley also reported that a letter was sent to the School Board requesting that schools close for the September 9 Special Election. In the event schools do not close, Mr. Pinkney asked the Office to consider developing a public communication plan to encourage people who are able to vote early.

The Board approved the Resource Allocations for the September 9 Special Election.

Under Old Business, Mr. Pinkney requested a delineation of the budget for the two main functions of the Office, voter registration and maintenance, and election administration. Ultimately, the goal is to determine the cost of each election on a per ballot basis.

Mr. Spicer confirmed for Mr. Pinkney that no change has been made in the last year to the language support offered to people when they call the Office.

There was no New Business.

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.

Mr. Spicer confirmed for Ms. Brim that no sample ballot mailer will be sent for the September 9 Special Election. The last countywide mailer was sent for the November General Election. Ms. Bushra explained to Ms. Brim that any voter receiving the June 25 NCOA mailer will be listed as inactive in VERIS if no response is received by July 25. Finally, Ms. Hanley verified for Ms. Brim that the new legislation requiring the reporting of provisional ballots by precinct will not affect the provisional logs provided to the parties after the election.

Mr. Udeshi will provide a summation of the resource allocations for the September 9 Special Election.

Ms. Vorel advocated for ongoing outreach to voters that remind them to vote in their registered precinct on election day. Ms. Pinkney suggested a highly visible large map be posted outside the Government Center, and the five other satellites that are also election day polling places, that provides a QR code allowing voters to find their election day precinct.

Ms. Hanley moved that the Board enter a closed session to discuss or consider security matters made confidential pursuant to § 24.2-625.1, as permitted by Va. Code § 2.2-3711(A)(34). The motion passed by a vote of 3-0, and the Board moved into Closed Session at 5:14 p.m.

At 5:55 p.m. the Board concluded the Closed Session. Chairman Hanley read the following statement:

> "In accordance with *Virginia Code* § 2.2-3712(D), I am asking the Secretary of the Electoral Board to conduct a roll call vote to certify that to the best of each member's knowledge that (i) only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act were conducted in the closed meeting and (ii) only such public business as was identified in the motion for the closed meeting, by which the closed meeting was convened, was heard, discussed or considered in the closed meeting of the Electoral Board. That roll call vote shall be recorded and included in the minutes of the Electoral Board."

Secretary Shapiro called for the vote on the above statement:

Voting Yes: Chairman Hanley
Vice Chairman Pinkney
Secretary Shapiro

Mr. Shapiro moved to adjourn. The motion carried, and the meeting was adjourned at 5:56 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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