

MINUTES  
Fairfax County Electoral Board  
November 20, 2024

The Fairfax County Electoral Board (Board) held a special meeting on Tuesday, November 20, 2024, in Jury Assembly Room 404, Fairfax County Courthouse, to conduct a risk-limiting audit for the 2024 Senate contest. Chairman Hon. Katherine K. Hanley; Vice Chairman Jeffrey K. Shapiro; General Registrar Eric L. Spicer; Deputy Director Cheryl Jones; and Clerk to the Electoral Board Beth Dixon Methfessel were present. Other Office of Elections (Office) staff were present to conduct the audit. The audit was open to the public.

Ms. Hanley called the meeting to order at 10 a.m. and asked Ms. Jones to provide the fifteen 3-person teams instructions on conducting the audit. This guidance ensured that the custody of the ballots was maintained from removing the ballots from the boxes, counting them, and returning the ballots to the boxes. Court staff was responsible for the retrieval and return of the selected ballot boxes.

Counting began at 10:25 a.m. to remove the 249 ballots that were randomly selected by the Department of Elections (ELECT) using the ARLO software system.

The meeting was recessed for lunch at 11:50 a.m. and reconvened at 1:00 p.m.

Ballot retrieval and counting was completed at 2:00 p.m. The results were uploaded by 2:15 p.m.

Mr. Shapiro moved to adjourn. The motion carried, and without objection, the special meeting to conduct the risk-limiting audit was adjourned at 2:16 p.m.

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Hon. Katherine K. Hanley, Chairman

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Jeffrey K. Shapiro, Vice Chairman

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