

MINUTES
Fairfax County Electoral Board
May 30, 2019

The Fairfax County Electoral Board (Board) met on Thursday, May 30, 2019, in Conference Room 315/319 at the Fairfax County Government Center located at 12000 Government Center Parkway, Fairfax. Chairman Stephen M. Hunt, Vice Chairman Bettina M. Lawton, Secretary Katherine K. Hanley, General Registrar Gary Scott, Deputy Registrar Viki Kinsman, Election Manager Eric L. Spicer, IT Manager Travis Potter, Election Officer Manager Ravi Udeshi, Assistant Registrar Patty Reilly, Election Officer Training Manager Molly Green, and Clerk to the Board Beth Dixon Methfessel were in attendance. Keith Damon representing the Fairfax County Republican Committee (FCRC); Chris Schäffer, member of FCDC; Maggi Luca, Therese Martin, and Rachael Hamlet representing the League of Women Voters (LWV), and Jean Thoensen, Fairfax County resident, also attended the meeting.

Mr. Hunt called the meeting to order at 5:03 p.m. and introduced the Board. Ms. Hanley moved to approve the agenda, and by a vote of 3-0, the May 30, 2019, meeting agenda, was adopted.

Mr. Hunt called for a motion to appoint 109 election officers (EOs) (75 Democrats, 20 Independents, and 14 Republicans) for a term ending February 28, 2021. Ms. Hanley moved to adopt the election officer appointments as submitted. FCRC indicated that one of the Republican applicants was not approved, so Curtis Baylor was appointed as an Independent. The motion passed, as amended, by a vote of 3:0, and 109 EOs (75 Democrats, 21 Independents, and 13 Republicans) were appointed for a term ending February 28, 2021.

Mr. Hunt asked for approval of the Draft Minutes of the Board meeting held on May 7, 2019. By a vote of 2-0, the May 7, Minutes were adopted. Ms. Lawton abstained because she did not attend the May 7, 2019, Canvass and Board meeting.

Under the General Registrar's report (attached and made a part of this record), Mr. Scott explained that the relatively high number of cancellations (64) due to non-citizen status resulted from an issue with the interface between VERIS and the Division of Motor Vehicles. Upon review, the list of individuals who indicated non-citizen status on a DMV application had not been provided since September 2019. Of the 64 cancellations, however, fifty were duplicates. Mr. Hunt inquired if any of these individuals voted in November, and Mr. Scott replied that the voting history for the list had not been reviewed.

The high school voter registration program closed with a total of 14 high school visits and 2,600 voter registrations. Sixty percent of all the students who registered to vote in the Commonwealth during the 2018/2019 school year were registered from Fairfax County.

South County's Satellite Saturday from 10:00 a.m. until 2:00 p.m. will continue to run through October. To publicize this opportunity to register to vote, obtain photo ID, or update voter registration, Supervisor Storck will add the event to his newsletter.

The process for acquiring the 325 new equipment carts began, and it is expected that enough new carts will be available by the November 2019 election. The new cart's dimensions are 43" high x 57" long x 25" deep, and this increased size will allow for the storage of all precinct voting material. Instead of using a key, the carts are accessible by passcode.

Under the Chairman's report, Mr. Hunt thanked the other Board members and staff for accommodating his schedule and completing the Canvass for the May 7, 2019, Vienna Town Election the night of the election. The Board provided the Department of Elections (ELECT) with an Attorney General's opinion (1998 Va. Op. Atty. Gen. 82 (Va.A.G.), 1998 WL 82540) to support the decision to begin the Canvass on the day of the election.

There was no Vice Chairman's report.

Under the Secretary's report, Ms. Hanley presented a display of the new Congressional district map. The new map includes the magisterial districts as well as the Virginia Senate and House districts.

Mr. Spicer outlined improvements and steps to prepare for the June 11 Democratic Primary (attached and made a part of this record).

Last November, a survey was piloted to schools with polling locations to obtain pre-election polling place information. The survey was expanded to include the non-schools for the June primary. Ms. Hanley thanked staff for their initiative in creating a useful tool to provide valuable information about the polling locations well in advance of Election Day.

The format for the Chief's (C) briefings was modified. All Cs and Assistant Chiefs (AC) will begin their training in the Board Auditorium. The group will then be separated by C and AC in order to highlight specific topics and allow the ACs, all of which are serving in this position for the first time, more time to ask questions.

Changes made to the C's notebook include job descriptions for Greeter, Check-in Officer, Ballot Officer, Voting Booth Monitor, and Voting Machine Monitor. A demonstration ballot with fictitious candidates will now be used to avoid any perception that election officers are steering voters by pointing to actual candidates when they give instructions on how to mark the ballot. The black kits containing the election material envelopes will now be processed in Room 319 rather than on the loading dock.

FCRC asked for clarification regarding how the area outside of the 40-ft prohibited area will be monitored. The Board reiterated that the election team will not handle issues that may arise beyond the 40-ft prohibited area. Additionally, FCRC asked for a copy of the C's notebook. Mr. Hunt reminded the parties to remember the distinction between the law that must be adhered to and the guidelines, best practices, and job descriptions provided in the C's notebook.

Additional training materials for election officers are now available on the public website and are formatted in compliance with the county’s guidelines for accessibility. Ms. Hanley recognized Ms. Green for her effort in providing these on-line training supplements.

The new format for provisional notices and envelopes has now been translated into Spanish, Korean, and Vietnamese.

There was no Old or New Business.

Under Public Comments, LWV asked if a sign expert has ever been consulted to assess the best placement for signs in the polling locations. The Board responded that because the polling locations are not one size fits all, it would be a challenge to require a certain layout for sign placement, however, the Board agreed that the election day teams should have a plan for ensuring that all required signs are posted and easily visible to voters. Mr. Hunt pointed out that it is often the newer election officers that are given the assignment of putting up the signs, and lacking the experience, may not know the best locations for them. Additionally, the rovers should examine sign placement at each polling place on their route.

FCRC questioned what precipitated the request to edit portions of the “Facts for Voters” guide produced by the LWV. Mr. Scott explained that while the Office does not distribute this pamphlet, the County does offer it in their information center. In the past and upon request, staff has reviewed the language translations to ensure accuracy.

Mr. Hunt moved that the Board enter into a Closed Session for the purpose of discussing specific personnel matters, as permitted by Va. Code § 2.2-3711(A)(1). Without objection, and by a vote of 3-0, the Board entered into Closed Session at 6:02 p.m.

At 6:34 p.m. the Board concluded the Closed Session. Chairman Hunt 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 Hanley then called the roll for the vote on the above statement:

Voting Yes:	Chairman Hunt
	Vice Chairman Lawton
	Secretary Hanley

There being no further business, Ms. Hanley moved to adjourn. The motion carried, and without objection, the meeting was adjourned at 6:35 p.m.

Attachments

Stephen M. Hunt, Chairman

Bettina M. Lawton, Vice Chairman

Katherine K. Hanley, Secretary