

MINUTES
Fairfax County Electoral Board
February 4, 2016

The Fairfax County Electoral Board met on Thursday, February 4, 2016, at 5:00 p.m. in Conference Room 232 at the Fairfax County Government Center located at 12000 Government Center Parkway, Fairfax. Chairman Stephen M. Hunt, Vice Chairman Seth T. Stark, Secretary Katherine K. Hanley, General Registrar Cameron G. Sasnett, Chief Operating Officer Robert Rathbun, Deputy Registrar Gary Scott, Election Manager Judy Flaig, IT Manager Erica Newsome, Machine Custodian Chris Doherty, Assistant Registrars Viki Kinsman and Cheryl Jones, Information Officer Lisa Connors and Clerk to the Board Beth Dixon Methfessel were present. Keith Damon and James Lyle representing the Fairfax County Republican Committee (FCRC); Donna Rostant, John Farrell, and Stephen Spitz representing the Fairfax County Democratic Committee (FCDC); Therese Martin, Olga Hernandez, and Maggi Luca representing the Fairfax League of Women Voters (LWV) also were in attendance. In addition, various Office of Elections (Office) staff members attended the Electoral Board meeting.

Mr. Hunt called the meeting to order at 5:00 p.m. and introduced himself, Vice Chairman Stark and Secretary Hanley (Board.) Mr. Hunt called for a motion to approve the February 4, 2016 meeting agenda. Ms. Hanley moved to adopt the agenda, and by a vote of 3-0, the agenda was adopted.

Mr. Hunt called for a motion to approve the Draft Minutes from the January 14, 2016 Electoral Board meeting. Ms. Hanley moved to approve, and by a vote of 3-0, the January 14, 2016 Minutes were adopted.

Mr. Hunt asked for a motion to appoint 4,227 election officers (2,156 Democrats, 578 Independents, and 1,493 Republicans) for a two-year term beginning March 1, 2016 and ending February 28, 2019. Under discussion, FCDC asked why the term was only two years when Va. Code allows for up to a three year term. Ms. Flaig responded that the list maintenance would be more challenging if the term was longer than two years, so the federal election years (every even years) were chosen for the term of appointment.

Ms. Hanley then moved to adopt the 4,227 election officer appointments as presented, for a term beginning March 1, 2016, and ending February 28, 2019. By a vote of 3-0, the Board appointed 4,227 (2,156 Democrats, 578 Independents, and 1,493 Republicans) individuals to serve as election officers. Ms. Hanley noted that election officer recruitment will continue.

Mr. Sasnett presented the General Registrar's report (see attached February 4, 2016 Registrar's Report.)

Mr. Sasnett attended the emergency meeting of the State Board of Elections (SBE) held earlier in the day in Richmond. SBE adopted the Republican Party of Virginia's (RPV) request to rescind the March 1 Primary statement of affiliation. Mr. Damon noted that Clara Belle Wheeler, Vice Chairman of the SBE, commented on the significance of Mr. Sasnett's contribution to SBE's guidance to the jurisdictions as a result of the rescission. The question

was raised whether any voter cast a provisional ballot as a result of the statement of affiliation. Mr. Sasnett responded that no “statement” provisional has been cast in Fairfax County and that he was unaware of any such ballot being cast in Virginia. Additional SBE guidance on this issue will be forthcoming.

Under Upcoming Election Preparations, Presidential Primaries 2016, recruitment and placement of election officers is ongoing and the following areas of the county still have openings: Herndon/Reston, Route 1 (north of Hybla Valley), McLean, Merrifield/Vienna, Centreville, and Falls Church. Ms. Hanley added Chantilly to the list. She reported that 63 Democrats and approximately 67 Republican election officers are still needed to appropriately staff the precincts in the aforementioned areas of the county.

Due to inclement weather, two election officer training classes were cancelled and five days of Logic and Accuracy (L&A) testing in the warehouse were lost. L&A testing is still anticipated to be completed by Friday, February 12.

Mr. Sasnett presented a draft plan and his recommendations for Election Day operations for the March 2016 Presidential Primaries (attached and made a part of this record.) Tech Command, the Electoral Board, the Director of Elections/General Registrar, and Election Night Reporting (ENR) web results reporting data entry will be primarily located in the Alternate Emergency Operations Center (AEOC). Media, candidates, party representatives will stage in the Office of Public Affairs (OPA) press room. The remaining functional areas will be located in their respective areas in Suite 323 or applicable off-site locations. The phone system will be configured to support staff in both the AEOC and Suite 323 with the traditional data concerning call volume, drop calls, etc. under the Call Management Supervisor (CMS) displayed in both locations. The FollowMee app and other critical election information will be displayed in the AEOC. Voter registration calls and election support calls will be directed and handled by the appropriate staff in Suite 323. Call taking and initial election results will be managed in Suite 323 and the results transported by courier to the appropriate parties in the AEOC and the OPA Press Room. Two-way radios will be employed to ensure timely communication between the two locations. Mr. Stark commented that the plan was well thought-out and detailed. Mr. Hunt requested that if any critical information from the precincts is received in Suite 323 that it be delivered as soon as possible to the AEOC. Mr. Sasnett responded that the Customer Relationship Management (CRM) system is constantly being upgraded to improve the flow of information on Election Day. The Chantilly Library will be set up for emergency back-up. The Electoral Board approved the plan.

Mr. Sasnett submitted to the Board a Memorandum dated January 28, 2016 (attached and made a part of this record) of “statutory, statistical and anecdotal” factors to support the Electoral Board’s and Office’s request to close schools on March 1, 2016. Mr. Sasnett reported that he received an answer dated February 4, 2016 (attached and made a part of this record) from Superintendent Garza that Fairfax County Public Schools (FCPS) will not be closing schools for the March 1 Presidential Primaries. Additionally, teachers are being asked to report on time which mitigates the positive effect the two-hour delayed opening [approved by the School Board on October 23, 2015] would have had for Fairfax County voters. Mr. Hunt noted the difficulty of altering the school calendar at this point and commended Ms. Hanley for succeeding in at

least securing the delayed opening. While Ms. Hanley acknowledged that very little time now remains before the Presidential Primaries, she submitted to the Board an email dated October 22, 2014 from then General Registrar Cameron Quinn (attached and made a part of this record) asking Superintendent Garza and Chairman Derenak-Kaufax to consider closing schools on March 1, 2016 when finalizing the 2015-2106 FCPS calendar. Ms. Hanley commented that she has attended four meetings over the past year, the most recent on January 20, to discuss the reasons for closing schools for the Presidential Primary Elections. She noted that FCPS had ample opportunity to adjust the 2015-2106 school calendar to accommodate the March 1 Presidential Primaries.

Mr. Hunt inquired whether the Office received the FCPS list of designated sites inside the schools so that they can be evaluated as adequate to accommodate a primary with the high turnout expected on March 1. Ms. Hanley explained that this list was requested at the January 20 meeting and to date, not even a partial list has been received. Some of the schools, however, have contacted the Office directly and rovers are following up with these locations. Mr. Doherty added that rovers are making favorable progress contacting the schools directly to identify the assigned voting locations and schedule an inspection, if necessary.

The disAbility Law Center of Virginia has notified the Office of its intent to survey several polling places for ADA (Americans with Disabilities Act) compliance. Ms. Flaig queried whether a letter of authorization was needed to allow them access to inspect the polling locations. Mr. Sasnett agreed to follow up with this organization on their request.

Although 2 ½ days of absentee voting was lost due to inclement weather, and VERIS issues complicated the processing of absentee ballot applications, Mr. Sasnett commended Ms. Kinsman and her team for continuing to provide timely service for Fairfax County's absentee voters. Mr. Sasnett also thanked Catherine Beck for her invaluable assistance in coordinating the 150 new (merit and seasonal) employees hired since November 2015.

Mr. Sasnett noted that the Voter Information Project [developed by Pew Charitable Trust] coordinated by Google™ and Facebook to provide critical information, such as polling place locations and ballot summaries, posted a Facebook update reminding Virginia voters that February 8 is the deadline to register to vote for the March 1 primary. As a result of this action, the largest number of applications ever were received through the online voter registration (OVR) system. Mr. Scott reported that in January 2016, OVR replaced the Division of Motor Vehicles as the primary source of voter registration applications.

Under Outreach Activity, Satellite Saturday has been rolled out and First Friday will be held on February 6 at the Reston Community Center. Voter registration and photo ID opportunities are offered through these outreach activities. The tax mailer insert which includes election officer recruitment will start next week and continue through April 1. Mr. Spitz asked what the Office plans to do to inform 17 year olds who will turn 18 on or before November 8, 2016, that they are eligible to register to vote. Mr. Sasnett responded that this question was addressed in the February 3 edition of Ask Fairfax!. This information has also been disseminated to all of the local high schools through the student voter registration outreach program.

Under Section 203 Compliance, updated Spanish voter registration and absentee ballot applications will be distributed February 12. Department of Elections (ELECT) will be running a voter photo ID bus campaign in February on northern Virginia buses.

Under Legal Non-Litigation, the Public Interest Legal Foundation (PILP) submitted a letter dated January 14, 2016 (attached and made a part of this record) to notify Fairfax County of apparent violations of Section 8 of the National Voter Registration Act. Mr. Sasnett responded in a letter dated February 4, 2016 (attached and made a part of this record.) FCDC and FCRC requested copies of these letters.

Finally, Mr. Sasnett updated the status of the new KNOWiNK pollbooks. The first allotment, with software installed, has been received and inventoried. The IT (Information Technology) staff, along with the vendor, will meet at Eagle View Elementary on Monday, February 8, 2016, to test the connection to the FCPS network. Mr. Sasnett explained that this action will narrow the scope and requirements of SBE's audit of the new system. Mr. Hunt questioned whether this verification on Monday will fulfill the requirement for the annual audit. He said his understanding was that the audit was a "one-time deal performed prior to an election." Mr. Sasnett explained that VITA (Virginia Information Technologies Agency) has released new security standards and requirements for non-Commonwealth hosted systems. The proposed standards are open for public comment. Mr. Hunt requested a copy.

Under the Chairman's report, Mr. Hunt requested that the Board of Supervisors acknowledge Sean Masters for his invaluable assistance in reviewing the security of the new EPBs. Ms. Hanley asked for a summary of his contributions in order to begin the process of procuring a commendation from the Fairfax County Board of Supervisors.

There was no Vice Chairman's report.

Under the Secretary's report, pursuant to Va. Code § 24.2-632, Ms. Hanley moved to appoint Henry Rackowski as Deputy Machine Custodian with George Getek to replace Mr. Rackowski as Electoral Board representative. Mr. Getek joins existing Electoral Board representative Susan Leader. The motion passed by a vote of 3-0.

Under Board Action items, Ms. Hanley moved to adopt the revised Resource Allocation with an additional revision (attached and made a part of this record.) Under discussion, Mr. Doherty explained that the additional revision adding one more Advocate EPB to the nine precincts bordering on 3,000 active voters will reduce the number of back-up Advocate EPBs provided to backstop the 21 KNOWiNK precincts. The Board expressed confidence that a full complement of Advocate EPBs would not be necessary at the 21 KNOWiNK precincts since paper pollbook back-ups will be provided in all 242 precincts. Ms. Hanley noted the need to purchase additional EPBs. The motion passed by a vote of 3-0.

Ms. Hanley moved that on February 11, 2016, election officer assignments will be made without respect to party affiliation. The motion passed by a vote of 3-0.

All issues under Old Business were resolved by Board action or no longer applicable due to the rescission of the Republican affiliation statement.

Under New Business, the Board set the pre-election meeting for Thursday, February 25, 2016.

Under Public Comments, FCDC asked that the peripherals to operate the EPBs be double-checked. FCRC verified that authorization for pollwatchers for the March 1 primary should be issued by the candidates.

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

Attachments

Stephen M. Hunt, Chairman

Seth T. Stark, Vice Chairman

Katherine K. Hanley, Secretary

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