

MINUTES OF FALLS CHURCH ELECTORAL BOARD MEETING
October 24, 2016
12:00, Dogwood Training Center

Board Members Present: Linda Neighborgall, Bill Wanlund and Renee Andrews

Others Present: David Bjerke, Director of Elections; Chief Election Officers Dick Reed, Holly Dinwiddie, Greg Thacker, Margarett Shovlin; Joyce Orban; Gail Wadsworth, Madalyn Cafruny; Assistant City Manager Cindy Mester; FCCP Facilities Director Seve Padilla; Rec Dept. Directors Danny Schlitt and Keke Sedik; Public Works Superintendent Robert Goff; IT Manager Gennadii Zinchenko; Communications Director Susan Finarelli; Oakwood representative Hilary Cohen; Falls Church Republican Chair Matt Kahn

1. **Call to Order:** Linda Neighborgall at 12:09
2. **Public Comment:** None
3. **Approval of Minutes:** Minutes from the meeting of October 7 were approved as presented.
4. **Appointment of Additional Officers of Election:**
 - Motion: Linda moved, Bill seconded that we appoint the following individuals as officers of election: Molly Donegan, Bill Andrews.
Motion passed by unanimous vote.
5. **Planning for November 8 Election (All-Hands Meeting):**
 - A. Officers of Election: Renee is continuing to schedule officers of election. We have about 50 officers signed up so far, equivalent to about 40 slots since several are half-day.
 - B. Absentee Staffing: We will be in the Dogwood Training Center October 29-November 5. Dave has coordinated a schedule for staff, and Renee is scheduling EB and officers of election to fill in as needed. We can also ask League of Women Voters for volunteers.
 - C. Polling Place Visitors: We have 5 groups from IFES confirmed, 3 at TJ and 2 at Community Center. OSCE will send small teams unannounced. Renee will write authorizations for all groups and will copy chief officers, EB and Dave. We have not heard anything further from Judicial Watch.
 - D. Officers of election will report for work at 4:30 am. Dave got contact numbers for all polling places in case they are not unlocked for us.
 - E. We will want emergency generators for all polling places. TJ and CC have them, and Robert will provide for Oakwood if needed.

- F. All polling places will want cones and barriers for line management. Dave will send a detailed request to Public Works, and they will deliver on Monday with voting equipment. Dave will also request recycle bins for all polling places.
- G. Parking: TJ will ask teachers and parents not to park on Oak Street. Public Works will mark 3 spaces for disabled voters, and signs will be visible from cars. Oakwood will mark off 8 spaces for election officers and 15 for voters, Public Works will mark one handicapped space for curbside voting. CC will mark spaces facing CC for voter parking, and City Hall employees will be asked to park offsite if possible.
- H. Possibility of demonstrators: Dave will ask Chief Gavin for police policy on demonstrators.
- I. There may be a bake sale at TJ. Renee has asked that they not get in the way of campaigners or voters (move up hill toward main entrance).
- J. Seve/Robert will look into posting a Gun-free School Zone sign near voter entrance to TJ. This would be a permanent sign, not just for voting.
- K. Dave will ask Public Works to cover Don Beyer Automotive scoreboard sign in TJ gym.
- L. Public works will see if they have extra flashlights to send to polling places in event of power failure and voters having to complete paper ballots in the dark. If not, we will try to buy more.

Attendees other than EB and DE left after All-Hands Meeting at 12:57.

6. Electoral Board Items:

- A. Posting of minutes on City website: Meeting notices, agendas and minutes are all completed and posted through the Civic Plus Agenda Center. Agendas are posted through the end of the year. Civic Plus does not allow users to change minutes once posted, so draft minutes still remain for June and September meetings. Laura Binz had trained Renee on Civic Plus, but she has left, so Renee asked Susan Finarelli for help 3 weeks ago. We are still awaiting her help.
- B. Because this is a high-interest election, Bill has drafted and submitted a Guest Commentary for the Fall Church News-Press similar to the one he wrote earlier this year to inform voters of dates, procedures, and other important information concerning voting in this election. He requested that it appear in the October 27 edition.

7. Director of Elections Items:

- A. Online voter registration: VERIS crashed from excessive demand the last evening of the scheduled registration period (October 17), so the court ordered that the period be extended to October 21. Many, possibly as many as 50%, of the new registrations are duplicates submitted by voters unable to check their records.
- B. Absentee ballot requests continue to be very high. We have over 1300 ballot requests, which is 15% of active voters, and 9% of voters have cast ballots.

8. Other Items: none

9. Announcements: none

10. Next Meetings:

Wednesday November 2, 11:00 (after CAP training)

Tuesday November 8 (election and canvass), 5:00 am, to continue possibly through November 14

Tuesday December 6, 9:00

11. Adjournment: 1:55

Respectfully submitted by:

Renee Bergmann Andrews, Secretary