

City of Falls Church Electoral Board
Meeting Minutes
February 4, 2016, 9:00, Oak Conference Room

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

Board Members Absent: none

Others Present: David Bjerke, General Registrar

1. **Call to Order:** Linda Neighborgall, 9:05

2. **Public Comment:** None

3. **Approval of Minutes:** Minutes from January 12 were approved as previously emailed by Renee. Renee thanked Linda for preparing minutes in her absence.

4. **Appointment of Officers of Election:**
 - Motion: Linda moved and Renee seconded that the board appoint 9 new officers of election, who have read the job description and responded that they wish to be appointed, as well as 6 others who have been sent the information and from whom we are awaiting a reply.
Motion passed unanimously.

5. **Planning for March 1 Election:**
 - A. Election timeline was reviewed and updated.
 - B. The RPV has asked the SBE not to use the voter loyalty oath form, and SBE will meet later today. We anticipate being directed to discontinue using the form.
 - C. Ted has printed and sealed all CAP ballots; Renee, with Ted, will print and seal ward ballots and complete paperwork.
 - D. Linda is working with the high school on pages. Principal Byrd has determined that the program is valuable enough that students should be able to participate during school hours as well, so the entire day will be divided into 4 shifts from which the students may select their preferred times. Training will be on February 25 at 3:00 at GMHS.
 - E. Renee is working on assignment of officers of election. Staffing spreadsheet was reviewed and suggestions made as to whom to ask to be chief and assistant chief officers.
 - F. Each board member will let Dave know if there is a section of training he/she wants to lead.

- G. Dave has sent a detailed memo to city departments regarding election logistics in lieu of an all-hands meeting. He also led discussion on the election at the February 1 Leadership Meeting.
- H. Dave has contacted Public Works to take over traffic management and parking at TJ. He will confirm that they will do it and will invite them to meet with him and Renee if desired.
- I. Linda and Bill will do day-before-election setup. Renee will ask Bill Andrews to help as well.
- J. Renee will contact Arlington Clerk of Court to arrange for delivery of materials March 2 and possibly March 4.
- K. The board discussed bringing coffee to officers in wards where it is not available. We will get a Starbucks traveler for Wards 1 and 3 and donuts or bagels for all wards.
- L. The "After Election letter" should be coming soon from ELECT. Members should review it as it concerns packing and disposition of election paperwork.
- M. Dave will have the training manuals and SORs for the wards for wards and CAP to us soon. EB will review all and get back to Dave with edits so Dave can post the materials on our website.
- N. We will not need to ask the school to consider a 2-hour delayed opening now that the oath will be removed and candidates are beginning to drop out, making the election less contentious than previously expected.
- O. Voter information outreach: Bill will draft an article to be included as a guest editorial for the News-Press to try to clear up possible voter confusion regarding the institution and then removal of the oath as well as the number of candidates on the ballot who have since withdrawn.

6. Legislative Day:

Renee and Dave attended VEBA/VRAV Legislative Day January 19, and met with Delegate Simon and Senator Saslaw's aide to discuss election-related legislative goals for the 2016 legislative session. They also met with the aide of Delegate Tony Wilt (26th District), the patron of legislation to authorize establishment of vote centers or super-precincts.

7. Page vs. Alcorn:

The US Supreme Court declined to issue a stay in the redistricting case, so the new maps will be used for congressional elections in the fall.

8. Electoral Board Items:

A. GREB update:

The GREB workgroup has not met since our last meeting. Next meeting is scheduled for March 21.

B. Posting of minutes on website:

Dave and Renee are awaiting OCOM training to facilitate posting of minutes on website. (They are behind after the blizzard.)

C. Voter Registration Day January 21:

Renee went to the high school with the League of Women Voters to register voters. 80 students were registered. A few registered online (there was 1 laptop with printer), and the others completed paper applications, which was faster. Renee brought applications to the office. Renee and the League also went to the UVA/Tech Grad Center on February 2, where most students are older and already registered, but took one registration.

D. Bipartisan Policy Center Programs:

The two previous programs were snowed out. There will be one on presidential primary campaigns on February 22. Linda, Renee and possibly Bill plan to go. Renee will RSVP for 3.

E. Swearing in for Linda Neighborgall:

The order has been drafted for Linda to be reappointed to the EB. Renee will see if Paul Ferguson can come at the end of chief training, 11:30 February 26, to swear Linda in with the chiefs present. Afterwards whoever can make it will go to Ireland's Four Provinces for lunch.

9. General Registrar Items:

A. Legislation:

Dave is going to Richmond this afternoon for House P&E Subcommittee considering vote centers and several other bills. The board discussed supporting, opposing, and staying neutral on several issues.

B. Budget:

Dave has submitted our departmental budget to the Finance Department, which has not yet reviewed it. We were told to keep the same bottom line as last year, and Dave responded that that is impossible because: (1) the coming year includes the

largest election in the cycle which will be more expensive to run (officers, postage, printing, supplies, etc.), (2) Dave is requesting a 5% salary increase for his staff (Ted, Gail, Madalyn) who have not had a raise in several years, and (3) we may need to purchase new voting equipment next year if the proposed legislation is passed banning DREs as of July 1, 2017.

C. Absentee ballots:

Absentee ballots are being mailed/mailed as requested. All deadlines have been met.

10. Other Items: none

11. Announcements:

Upcoming events:

February 22, 2016: Bipartisan Policy Center program on Presidential Primary Campaigns

March 1, 2016: Presidential Primary, dual

April 8-10, 2016: VEBA Annual Meeting at the Homestead – not everyone has decided yet whether they are attending or bringing family.

12. Next Meeting(s): February 25, 11:00 (or at the end of officer training scheduled at 9:00)

13. Adjournment: 10:49

Respectfully submitted by:

Renee Bergmann Andrews, Secretary