

**Alexandria Electoral Board
Minutes for December 6, 2016 Meeting**

Chairman Brown called the meeting to order at 9:30 a.m. Present were the three members of the Alexandria Electoral Board (Susan B. Kellom, Bruce A. Brown and Jack Powers), Anna Leider, General Registrar, Eric Spicer, Elections Administrator and Deputy City Manager Laura Triggs.

After the call to order, Mr. Powers moved for the Board to approve the minutes for the October 6, November 7 and November 9-14 Board Meetings. Mr. Brown seconded the motion and it passed unanimously.

Electoral Board Reports

Ms. Kellom congratulated Ms. Leider, her staff and the City's Election Officers for a marvelous job and the positive attitudes they displayed while conducting the Presidential Election. Mr. Powers concurred with these remarks and suggested that Alexandria has one of the best, most efficient election operations in Virginia. Mr. Brown echoed these comments and added that this was a challenging election, with concerns raised about potential election fraud, that things went very smoothly and that this was a credit to staff, the Electoral Board and Election Officers.

Ms. Kellom also praised the content and revised format of the Election Day Manual noting that it had been well received by Election Officers and should be a model for the state. Mr. Brown and Mr. Powers echoed her praise of the manual.

Ms. Triggs indicated that it was a pleasure working with staff in the Voter Registration and Election Office and offered the City's continuing support to the Electoral Board and this office. Ms. Triggs left the meeting at 9:48 a.m.

Election Officer Additions and Deletions

Ms. Leider provided the Board with a list of additions and deletions to the list of appointed election officers (Attachment). The Board reviewed the list and Ms. Kellom moved to approve the election officer additions and deletions. Mr. Powers seconded the motion and it passed unanimously.

Review of Polling Places and Precinct Boundaries

Ms. Leider reported that precinct boundaries will likely be frozen in early February, 2019 in advance of the 2020 Census, and that any precinct boundary changes will need to be finalized by Council prior to their summer adjournment in June, 2018 or immediately after the November 2018 election. Ms. Leider outlined the potential areas for boundary changes as well as potential polling place changes. Ms. Leider also indicated that Mr. Spicer, Ms. Maniglia-Turner and Ms. Glomb will review precinct boundaries and polling place options and meet with representatives of the City's Planning Department to get a better idea of development timetables.

City Budget and Schedule for Replacing the City's Voting Equipment

Ms. Leider explained that the replacement of the City's voting equipment is currently included in the City's FY 2020 Budget, which begins in July 2019, and that it will probably not be feasible to move up the replacement schedule due to City budget constraints. Ms. Leider indicated that staff will research voting equipment alternatives during 2017 and provide information for the Board to review along with vendor demonstrations during 2018. Ms. Leider also indicated that staff will seek authorization to test the two systems chosen by the Board in the absentee precinct during the June, 2018 and November, 2018 elections.

Chief Election Officers

Ms. Leider reported that Mr. Spicer and Ms. Glomb have been evaluating the performance of Chief Election Officers, and that they will soon have recommendations for a few individuals who can begin serving as Chiefs beginning with the June 2017 Election.

Training Schedule for June and November

Ms. Leider briefed the Board on the initial training plan for the June, 2017 and November, 2017 elections, and indicated that this training will take place in the "Sister Cities" rooms on the following dates and times:

June Primary Election

- May 31, 6:30 p.m.
- June 1, 10 a.m. and 6:30 p.m.
- June 2, 10 a.m.
- June 3, 10 a.m.
- June 6, 6:30 p.m.

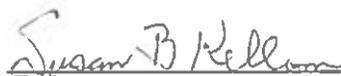
November General Election

- October 17, 6:30 p.m.
- October 19, 10 a.m. and 6:30 p.m.
- October 20, 10 a.m.
- October 21, 10 a.m.
- October 25, 6:30 p.m.
- October 26, 10 a.m. and 6:30 p.m.

Future Board Meetings

The Board agreed to schedule the next Board Meeting for 9:30 a.m. on January 11.

Ms. Kellom moved to adjourn the Board Meeting at 11:55 a.m. Mr. Powers seconded the motion and it passed unanimously.



Susan B. Kellom
Secretary



Bruce A. Brown
Chairman



Jack Powers
Vice Chair