# PRINCE WILLIAM COUNTY OFFICE OF ELECTIONS

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**ELECTORAL BOARD**
Keith Scarborough, Chairman
Mark Dillon, Vice-Chairman
London Steverson, Secretary

**GENERAL REGISTRAR**
Eric Olsen, Director of Elections


Prince William County Electoral Board

## Meeting Minutes

Old Manassas Courthouse
9248 Lee Ave, 2nd Floor
Manassas, VA 20110

Tuesday July 09, 2024 10:00 AM

IN ATTENDANCE:
London Steverson, Secretary
Keith A. Scarborough, Chair
Eric Olsen, GR/DE
Natalia Taylor, Deputy Director Voter Services
Jonathan Alvarez, Deputy Director of Operations

BOARD MEETING

Chairman Scarborough called the Meeting to order at 1000AM and called for a Moment of Silence and then the Pledge of Allegiance. Vice Chairman, Mark Dillon, was not present. The Chairman and the Secretary were present and that constituted a Quorum.

"I VOTED" STICKER CEREMONY

The GR, Eric Olsen, gave a long and detailed presentation supported by a power-point presentation, that is posted on the EB Website, of the origin of the idea for a sticker contest, and how the winners were chosen using the Rank Choice Voting Process.

Thalia Simpson, the PWC Communications Specialist, commented on the Nominees and the Certificates. There were eleven finalists. They were Therese Thomas, Erika Lozana, Chris Moore, Noura Kumar, Joshua Taylor, Sonja Mueller, Caroline Peterson, Liam May, Nicole Goble, Leticia Abbington, and Lillian Kellner.

The GR announced the winners. They were presented framed Certificates and checks.

APPROVAL OF MINUTES

Secretary Steverson made a Motion that we approve the Minutes of the April 29,2024 Board Meeting, and the Minutes of the Post-Election Board Meeting and Canvass for the June 2024 Congressional Primary.
The Motion was approved unanimously.

REPORTS FROM EB MEMBERS

The Electoral Board Members had nothing special to report

GENERAL REGISTRAR'S REPORT

The GR, Eric Olsen, gave a long presentation supported by a power-point presentation, that is posted on the EB Website.

AUGUST OPEN HOUSE

For two days only, August 16 and 17, the PWC GR's Office will be conducting an Open House. The Public is invited to come and observe how elections are conducted, see the layers of security built into the system, participate in hands-on demonstrations. Among other things, the topics covered will be Voter Registration, equipment preparation, ballot mailing, reporting results, and election office staffing.

NEW BUSINESS

The Board appointed 338 new Election Officers.

Training Plan

The Training Plan was approved in accordance with the Virginia State Code Sections 24.2-103 and 115.

Early Voting Hours

The Board approved Early Voting Hours for the prospective Presidential Election. Polls will be open for weekend voting on 2 Sundays and 3 Saturdays consecutively. On Sundays the polls will be open from 11:00AM until 05:00PM. On Saturdays the polls will be open from 08:30 until 05:00PM.

Ballot Order

The GR presented an estimate of the number of Ballots that will be needed for the next election. He projected about 2500 Ballots per precinct. The Board approved the GR's recommendation for the number of Ballots to be ordered.

Staffing Plan

The GR recommended a Chief, an Assistant Chief and an EPS for each precinct. The majority of Precincts will be equipped with one Ballot Scanner.

The Board tabled the Annual Evaluation of the GR's performance until a Special Meeting on 22 July 2024.

PUBLIC COMMENTS

The following people made public comments:

None.

There was no CLOSED SESSION.

ADJOURNMENT

The Meeting adjourned at 1210PM.

Keith Scarborough
Chairman

London Steverson
Secretary

Date: 8-22-24