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

November 5-20, 2024

IN ATTENDANCE:
London Steverson, Secretary
Keith A. Scarborough, Chair
Marcus Moyer, Vice-Chair
Eric Olsen, Director of Elections/GR

POST-ELECTION BOARD MEETING AND CANVASS

The Board convened at 0900 in the Old Manassas Courthouse, 2nd Floor, 9248 Lee Avenue, Manassas, VA, 20110 to perform the Canvass for the 2024 General Election. Chairman Scarborough called the Meeting to Order. Secretary Steverson made a Motion to allow the Election Officers to open the 1A Envelopes to start the Canvass of the initial election results and begin the Provisional Research. It was approved unanimously. Secretary Steverson made another Motion to allow staff and Bi-partisan Election Officers to open Envelop 2A and other Election Day envelopes as necessary to complete the Canvass Process. It was approved unanimously.

GR, Eric Olsen, explained the Canvass procedure to the bi-partisan election officers and observers present. At the conclusion of the Canvass, the Board suspended the meeting.

PROVISIONAL HEARING

At 12:00 PM, Vice-Chair Moyer made a Motion that the Electoral Board reconvene in the Main Office Conference Room, 9250 Lee Avenue, Manassas, VA., 20110 to hear Testimony from voters regarding Provisional Ballots. The Motion was approved. One voter appeared to provide testimony. At 12:30 PM Chairman Scarborough suspended the meeting and concluded the Provisional Hearing.

At 1:00 PM, the Board reconvened the Meeting at the Old Manassas Courthouse to conclude the Canvass. Election officers concluded their work at approximately 4:30 pm. Secretary Steverson made a motion to suspend the meeting, and the Electoral Board suspended the meeting until the provisional ballot adjudication.

PROVISIONAL BALLOT ADJUDICATION

At 10:00 PM on November 13th, the Board reconvened the meeting to adjudicate the more than 7,000 provisional ballots submitted during both early voting and Election Day for the 2024 General Election. Observers from both parties were present. The Electoral Board worked late until approximately 11:00 PM at which time they suspended the Meeting until the next morning. At 10:00 AM on the following day, the Board reconvened, completed the adjudication process, oversaw the scanning of the provisional ballots, and directed the GR to report the results from the provisional ballots. The Board suspended the Meeting at approximately 10:00 PM.

CERTIFICATION

At 9:00 AM, the Board reconvened the Meeting to complete the Final Certification of the election. The Board reviewed all early voting, mail voting, provisional, and Election Day data an additional time after the Canvass to ensure the results were reported 100% correctly. The Board reviewed comparative data such as check-in and ballot data. After being satisfied with the accuracy of the election results reported for the 2024 General Election, the Board signed all certification paperwork verifying the results for Prince William County to be submitted to the Virginia Department of Elections.

The Board approved the Minutes for the October 22, 2024, Electoral Board meeting.

Vice-Chair Moyer motioned to adjourn the Meeting, seconded by the Secretary. The Board unanimously voted to adjourn at around 2:30 PM.

RISK-LIMITING AUDIT

On November 20 at 9:00 AM the Board reconvened to complete the Risk-Limiting Audit required by the Virginia Department of Elections. The Board oversaw election officers pull ballots based on randomly generated numbers to provide the state auditors with the requisite number of ballots. Prince William County was required to pull 79 ballots from early voting, mail voting, and Election Day batches. The election officers pulled and recorded the ballots, and the meeting was adjourned at 1:20 PM.

Keith Scarborough, Chair

Marcus Moyer

Marcus Moyer, Vice-Chair

Date: 2-5-25