

*Frederick County Electoral Board*

Administration Building  
107 North Kent Street  
Winchester, VA 22601

---

AGENDA

Thursday, October 20, 2016

5:30 p.m.

---

1. Call to Order
2. Adopt Agenda
3. Approve minutes of 9/29/2016
4. Planning for November 8, 2016 General & Special Elections
  - Review Number of Officers of Election to use in each Precinct
5. Logic and Accuracy Tests – Tuesday, October 25 & Wednesday, October 26, 2016 starting at 9:00 am both days
6. Review Training Date – Saturday, October 29, 2016
  - Set-up on Friday, October 28, 2016 at PSB – 4:00 to 7:00 pm
  - Morning Session Time – 102 OEs – 8:00 – 11:30 am
  - Afternoon Session Time – 95 OEs – 12:00 – 3:30 pm
  - Training Assignments
    - Chairman – Introductions, EPBs and Voting Machines
    - Vice Chairman – Envelopes and SORs and Authorized Reps
    - Secretary – Sensitivity Training with Chris Walker
    - Registrar – General Information, Emergency Procedures, Qualifying Voters, IDs, Envelopes, SORs and Authorized Reps
    - Machine Technician – EPBs and Voting Machines
    - Officer of Election materials – Training Manuals, What Ifs, EDGs, Provisional, CAP, SORs, etc.

7. CAP OE Training – Wednesday, November 2, 2016 at 5:30 pm in Registrar's Office
8. Makeup session – Thursday, November 3, 2016 at 5:30 pm in Registrar's Office
9. Laptop Lab in Registrar's Office – Start date – Monday, October 31 - ? through Saturday, Nov. 5 - ?
10. EPBs set up and pack Precinct Bags – Sunday, Nov. 6 starting at ?
11. Election Day Schedule
12. Canvass – Wednesday, November 9, 2016 at 12:00 noon in Registrar's office
13. Registrar Business
14. Schedule next Electoral Board meeting date
15. Other Business
16. Adjourn