

*Frederick County Electoral Board*

Administration Building  
107 North Kent Street  
Winchester, VA 22601

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AGENDA

Thursday, October 12, 2017

5:30 p.m.

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1. Call to Order
2. Adopt Agenda
3. Approve minutes of 9/26/2017
4. Planning for November 7, 2017 General & Special Elections
  - Review Number of Officers of Election to use in each Precinct
5. Logic and Accuracy Tests – Monday, October 23 & Tuesday, October 24, 2017 starting at 9:00 am both days
6. Review Training Date – Saturday, October 28, 2017
  - Set-up on Friday, October 27, 2017 in BOS Room from 4:00 to 7:00 pm
  - Morning Session Time – 81 OEs – 8:00 – 11:30 am
  - Afternoon Session Time – 74 OEs – 12:00 – 3:30 pm
  - Training Assignments
    - Chairman – Introductions, EPBs and Voting Machines
    - Vice Chairman – Envelopes and SORs
    - Secretary – Sensitivity Training
    - Registrar – General Information, Emergency Procedures, Qualifying Voters, Ballot Officers, Envelopes, SORs
    - Machine Technician – EPBs and Voting Machines
    - Officer of Election materials – Training Manuals, What Ifs, EDGs, Provisional, CAP, SORs, etc.

7. CAP OE Training – Thursday, November 2, 2017 at 5:30 pm in Registrar's Office
8. Makeup session – Tuesday, October 31, 2017 at 5:30 pm in Registrar's Office
9. EPBs set up and pack Precinct Bags – Sunday, Nov. 5 starting at 9:00 am
11. Election Day Schedule
12. Canvas – Wednesday, November 8, 2017 at 12:00 noon in Registrar's office, Canvas could be extended to Monday, November 13, 2017
13. Registrar Business
14. Schedule next Electoral Board meeting date
15. Other Business
16. Adjourn