

*Frederick County Electoral Board*

Administration Building  
107 North Kent Street  
Winchester, VA 22601

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AGENDA

Tuesday, October 16, 2018

5:30 p.m.

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1. Call to Order
2. Adopt Agenda
3. Approve minutes of 9/18/2018
4. Planning for November 6, 2018 General & Special Elections
  - Review Number of Officers of Election to use in each Precinct
5. Logic and Accuracy Tests – Monday, October 22 & Tuesday, October 23, 2018 starting at 9:00 am both days
6. Review Training Date – Thursday, October 25 & Friday, October 26, 2018
  - Set-up on Thursday, October 25, 2018 in BOS Room from 3:00 to 5:00 pm
  - Thursday, October 25, 2018 Session Time – 83 OEs – 5:00 – 8:30 pm
  - Friday, October 26, 2018 Session Time – 76 OEs – 5:00 – 8:30 pm
  - Training Assignments
    - Chairman – Introductions, EPBs and Voting Machines
    - Vice Chairman – Envelopes and SORs
    - Secretary – Sensitivity Training
    - Registrar – General Information, Emergency Procedures, Ballot Officers, Envelopes, SORs
    - Deputy Registrar – Qualify the Voter
    - Machine Technician – EPBs and Voting Machines
    - Officer of Election materials – Training Manuals, What Ifs, EDGs, Provisional, CAP, SORs, etc.

7. CAP OE Training – Saturday, November 3, 2018 at 10:00 am in Registrar's Office
8. Makeup session – Tuesday, October 30, 2018 at 5:00 pm in Registrar's Office
9. EPBs set up and pack Precinct Bags – Sunday, Nov. 4 starting at 9:00 am
10. Election Day Schedule
11. Canvas – Wednesday, November 7, 2018 at 12:00 noon in Registrar's office,  
Canvas could be extended to Friday, November 9, 2018
12. Registrar Business
13. Schedule next Electoral Board meeting date
14. Other Business
15. Adjourn