

**Meeting Minutes
September 6th, 2016**

The City of Manassas Electoral Board held a meeting, Tuesday, September 6, 2016 10:00 AM at Voter Registration & Elections Office, 9025 Center St.

Chairwoman, Kostelecky called the meeting to order at 10:02 AM and Vice Chair, Kincheloe seconded. Secretary, Patricia Fields asked to accept the list of Election Officials and their appointments, Vice Chair, Pam Kincheloe seconded and Chair, Leslie Kostelecky agreed.

Secretary Fields directed General Registrar Reed to send an email for L&A Testing confirmation dates to Atlantic Elections. Discussion of L&A testing to include testing all computers, voting machines and batteries involved in the Election process. A more thorough testing is warranted due to heightened media attention. Emails to Party Chairs are advised.

Next, Chairwoman, Kostelecky moved to approve the minutes of the last Electoral Board meeting, Vice Chair, Kincheloe seconded, all were in favor.

Chairwoman, Kostelecky, informed Board she spoke with Delegate Jackson Miller about the Electoral Board and Registrar safety concerns related to teachers scheduled to be present in Polling Places on Election Day, as well as the impact on already limited parking at several Polling places. Delegate Miller will look into calling School Board. Secretary Fields spoke with Andy Hawkins, Executive Director of Finance & Operations MCPS, about modifications to the Teacher Workday on Election Day. Mr. Hawkins will get back to Secretary Fields with an answer in several days.

The Board discussed the Emergency Contingency Plan meeting for the November 8, 2016 election in September and finalized points of interest for the agenda.

The next Electoral Board meeting was decided to be moved from October 3 to October 4 at 10:00 AM.

Chairwoman, Kostelecky, moved to close the meeting at 11:32. All were in favor. Meeting was adjourned.



Patricia E. Fields, Secretary