



Prince William County Electoral Board

MEETING MINUTES

Board of County Supervisors Chambers
McCoart Administration Building
1 County Complex Ct.
Prince William, VA 22192

April 10, 2026

IN ATTENDANCE:

Heidi Stirrup, Chair
Yolanda Montgomery, Vice Chair
Keith Scarborough, Secretary
Eric Olsen, Director of Elections/GR
Jon Alvarez, Assistant Director of Elections (Operations)

CALL TO ORDER

Chair Stirrup called the meeting to order at 10:05 AM, called for a moment of silence and then the Pledge of Allegiance. As all three Board members were present, there was a quorum.

RECOGNITION OF SERVICE

Assistant Director Alvarez made a presentation recognizing the service of the following members of the training team for the Office of Elections: Alexis Holdman, Gilbert Schmelzinger, John Thyson, Mike Campbell, Monica Boone, Suzanne Knight, Ted Zagrobelny and Tom Breidenbach.

APPROVAL OF MINUTES

Secretary Scarborough moved to approve the minutes for the February 25, 2026 Regular Board meeting and the meetings for the March 11-13, 2026 Canvass and Certification of the special election for Woodbridge District Supervisor held on March 10, 2026. Seconded by Vice Chair Montgomery and approved unanimously.

REPORT FROM ELECTORAL BOARD MEMBERS

Chair Stirrup and Secretary Scarborough commended the members of the training team who had been recognized and thanked them for their efforts preparing for every election in the County. Vice Chair Montgomery had no report.



GENERAL REGISTRAR'S REPORT

The General Registrar gave a report on early voting and final preparations for the April 21st special election on congressional redistricting; an update on the proposed budget for the Office of Elections; and a report on some of the election-related legislation passed by the Virginia General Assembly.

NEW BUSINESS

- *Appointment of new election officers:* Vice Chair Montgomery moved to approve the appointment of 46 new election officers, the list having been submitted in advance to the two political parties. Seconded by Secretary Scarborough and approved unanimously.
- *Early Voting Ordinance:* General Registrar Olsen presented a report on potential changes in the Early Voting Ordinance adopted by the Board of County Supervisors (BOCS), including new locations. Based on population distribution and travel times in the County, he recommended that the Woodbridge DMV be open for the entire 45 days of early voting in future elections. Secretary Scarborough moved to direct the General Registrar to work with the BOCS to amend the Early Voting Ordinance to open the Woodbridge DMV for the entire 45 days of early voting in future elections. Seconded by Chair Stirrup and approved unanimously.
- *GR/EB Duties Document:* The Board signed the General Registrar and Electoral Board Duties Review Document which had been unanimously approved by the Board at its meeting on February 25, 2026.
- *August 4th Congressional primary preparations:* Vice Chair Montgomery moved to adopt the GR's recommendation to continue the same hours for early voting for this primary. Seconded by Secretary Scarborough and passed unanimously.

NEXT MEETING

The Board's next regular meeting will be at 10AM on Thursday, May 7.

PUBLIC COMMENT

There were public comments from Denny Daugherty and Sonnie Cuffey.

CLOSED SESSION

Secretary Scarborough moved that the Electoral Board go into closed session pursuant to Virginia State Code Section 2.2-3711 (Exception #A1 and A34 for the purpose of discussing issues related to personnel matters and voting security matters. Seconded by Vice Chair Montgomery and passed unanimously.



RETURN FROM CLOSED SESSION

Secretary Scarborough moved that the Electoral Board return to public session and certify that only public business matters lawfully exempt from open meeting requirements under Virginia law, and only such business matters identified in the motion convening the closed session were discussed or considered. Seconded by Vice Chair Montgomery and approved unanimously.

PERSONNEL MATTER

The Director of Elections announced that he would be away from the office on paternity leave from May 4 to June 26. Secretary Scarborough moved that the Board designate Jon Alvarez as the Acting General Registrar during this time period. Seconded by Vice Chair Montgomery and passed unanimously.

ADJOURNMENT

Chair Stirrup moved to adjourn at 12:16 PM. Seconded by Vice Chair Montgomery and approved unanimously.

Heidi Stirrup
Chair

Yolanda Montgomery
Vice Chair

Keith Scarborough
Secretary

Date of Approval: 5, 7, 26