



Prince William County Electoral Board

## MEETING MINUTES

Office of Elections, Main Conference Room  
9250 Lee Avenue  
Manassas, VA, 20110

December 12, 2025

### IN ATTENDANCE:

Keith A. Scarborough, Chair  
Heidi Stirrup, Vice-Chair  
Marcus Moyer, Secretary  
Eric Olsen, Director of Elections/GR  
Jon Alvarez, Assistant Director of Elections (Operations)  
Natalia Taylor, Assistant Director of Elections (Voter Services)

### BOARD MEETING

Chairman Scarborough called the meeting to order at 3:05 PM. As all three Board members were present, there was a Quorum.

### NEW BUSINESS

**Special Election for the House of Delegates District 23.** On 12 December 2025, the Speaker of the Virginia House of Delegates notified the Secretaries of the Electoral Boards of Prince William County and Stafford County of a vacancy that will occur in the Virginia House of Delegates during the 2026 Regular Session of the Virginia General Assembly from the Twenty-third House District, composed of part of Prince William County and part of Stafford County, occasioned by the resignation of the Honorable Candi Mundon King. Pursuant to §24.2-216 of the *Code of Virginia*, an election will be held on 13 January 2026 to fill this vacancy.

- **Early Voting Hours.** The General Registrar presented a proposed plan to conduct early voting from Saturday, January 3, through Saturday, January 10, 2026

Weekdays — 8:30 AM to 4:30 PM (7:00 PM on Wednesday)

Saturdays — 8:30 AM to 5:00 PM

Sunday — 11:00 AM to 5:00 PM

- **Motion to approve:** Vice Chair Stirrup
- **Second:** Secretary Moyer
- **Vote:** Unanimous approval

- **Training Plan.** The General Registrar proposed a training plan for the estimated 65 Election Officers required to staff the 13 affected precincts for this Special Election, outlining online



refresher training for all participating Election Officers, a workshop for those that require/desire hands-on practice, and communication with Chiefs that need performance improvements based on prior evaluations.

- **Motion to approve:** Vice Chair Stirrup
- **Second:** Secretary Moyer
- **Vote:** Unanimous approval

- **Ballot Order.** The General Registrar proposed an order of 16,000 ballots to support mail voting, early voting, and Election Day voting, based on historical analysis of registered voters and projected voter turnout in the 13 affected precincts.
  - **Motion to approve:** Vice Chair Stirrup
  - **Second:** Secretary Moyer
  - **Vote:** Unanimous approval

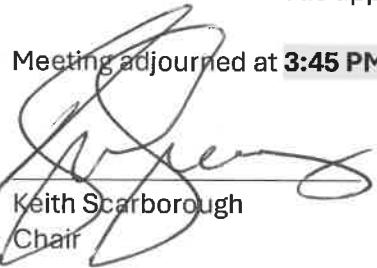
#### PUBLIC COMMENTS

None

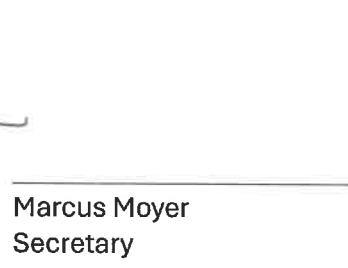
#### ADJOURNMENT

- **Motion to adjourn:** Secretary Moyer
- **Second:** Vice Chair Stirrup
- **Vote:** Unanimous approval

Meeting adjourned at **3:45 PM.**

  
Keith Scarborough  
Chair

  
Heidi Stirrup  
Vice-Chair

  
Marcus Moyer  
Secretary

Date of Approval: 1, 30, 26