

Charles County Board of Canvassers  
Charles County Board of Elections- 201 East Charles Street, La Plata, MD 20646

October 21<sup>st</sup> – 22<sup>nd</sup>, 2020- Mail in Ballot Canvass Minutes  
Canvass Day 1 MiB 1

### Mail in Ballot Daily Canvass Minutes

#### ATTENDEES

Board of Canvassers (via Videoconference):

Name	Position	Party
Katherine O'Malley-Simpson	Board Chairman	Republican
Fern Brown	Board Secretary	Democrat
Dorothy Duffield	Board Member	Republican
Craig Renner	Board Member	Republican
Norman Saunders	Board Member	Democrat
Louis Jenkins	Board Attorney	

LBE Staff (in person):

Name	Position
Tracy Dickerson	Election Director II
Wade Beswick	Election Program IT Specialist I
Stephanie Ramos-Santos	Election Program Assistant I
Christopher Wade	LBE Technician

All canvassers, duplicating team members, and ballot scanner operating team members in attendance are listed under the Canvass Participants section below.

#### DECLARATION OF QUORUM PRESENT

The meeting of the Board of Canvassers began at 9:00 a.m. on October 21, 2020 at the Charles County Board of Elections – 201 East Charles Street, La Plata, MD 20646. There was a quorum of the Board of Canvassers via video conferencing, and at least one member of the Board of Canvassers who is a registered voter of the principal minority party was present.

#### CONFIRMATION OF OATH

Sherri Hancock, the Clerk of the Court for Charles County administered and recorded the oath of each member of the Board of Canvassers on October 14, 2020. And one other member on October 19, 2020.

#### ELECTION OF OFFICERS

Ms. Fern Brown made a motion that Ms. Katherine O'Malley-Simpson serve as Chairman of the Board of Canvassers. Ms. Dorothy Duffield seconded the motion, which was passed unanimously. Mr. Craig Renner made a motion that Ms. Fern Brown serve as Secretary for the Board of Canvassers. Mr. Louis Jenkins seconded the motion, which passed unanimously.

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## **PUBLIC NOTICE OF CANVASS**

Ms. Tracy A. Dickerson noted that public notice of the vote by mail canvass was provided and that the notice was provided by email on September 30, 2020. Ms. Dickerson explained the rules concerning public observation of canvass and canvassing process. Ms. Dickerson verified that the seals were intact and that the seal number matched the seal number attached and that the public count matched the public count recorded.

## **CANVASSING OF BALLOTS**

### Overview of Canvass Process

Ms. Dickerson explained the rules concerning public observation of the canvass, stating that due to the COVID-19 pandemic, and in accordance with social distancing guidelines issued by the Centers for Disease Control, that the number of individuals allowed in the room at one time may be limited, and that all individuals must maintain a distance of six feet from each other. Due to these restrictions, public observation of the canvass would be provided by livestream, which the public could view at YouTube, link provided on our website. Ms. Dickerson provided an overview of the canvassing process and noted that the rules were posted in the canvass room. Ballots are distributed to the ballot processing canvassers in batches. Each canvasser reviews the envelope first to determine whether it was timely received.

For timely received ballots, each team determines whether the voter signed the oath. After verifying that the oath is signed, each team opens the envelopes. With the envelope face down, each team removes the ballot, taking care that the envelope stays face down. After removing all of the ballots in the batch, the ballot envelopes are set aside. Each team reviews the ballots for compliance and tabulating acceptability.

Ballots that were marked using the online ballot marking wizard are duplicated and verified by a bi-partisan ballot duplication team. The election official responsible for ballot duplication uses a barcode reader to read the barcode printed on the voter's ballot, prints a ballot that will have the voter's selections marked, and refers the two ballots to a ballot verification team. The ballot verification team compares the two ballots to ensure that the ballot printed during the canvass matches the ballot returned by the voter.

Ballots that are untimely or are otherwise not in compliance are placed in a plain envelope, with the team number, or other information identifying the team to which the ballot belongs, and the reasons for the referral written on the envelope. The envelope with the ballots inside is referred to the Board of Canvassers for later review.

Ms. Tracy Dickerson explained the process to provide information to the Board of Canvassers or challenge a decision of the Board.

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Tracy Dickerson explained that, to verify the accuracy of the voting system, some mail in ballots will be hand counted and the results of that hand count will be compared against the results from the voting system. The number of mail in ballots to be hand counted is at least 1% of the number of absentee ballots cast in the 2016 General Election. For this election, [number] mail in ballots will be hand counted. The first mail in ballots to be reviewed and counted will be the mail in ballots randomly selected for this audit. Once these ballots are scanned, results will be printed and the results and the ballots will be stored for the manual audit. The manual audit will be conducted no later than 120 days after the general election.

Canvass Participants

Canvasser	Names of Ballot Processing Canvasser
Team #1	Mary Lawson & Chris Malloy
Team #2	Rose Chase & Gloria Riley
Team #3	Shawnecia Munson & Jashaun Munson
Team #4	Mark Hashagen & Candice Dove
Team #5	Michelle Mabry & Patricia Wade

Team	Names of Bi-Partisan Duplicating Team Members
Team #1	Michelle Colburn and Shaeleia Jamerson

Ms. Tracy Dickerson informed the board that the ballot scanners and ballot marking devices being used in the canvass passed Logic and Accuracy testing on the week of October 12-17, 2020.

Mr. Norman Saunders made a motion to accept and approve the opening of the ballots including allowing duplication of internet delivery ballots. Ms. Fern Brown seconded the motion. The motion was unanimously approved.

Ms. Dickerson informed the canvassing individuals that they would open ballots today.

**RECESS**

The canvass recessed at 6:30 p.m. and will reconvene on October 22, 2020 at 9:00 a.m.

**RECONVENING THE MEETING**

The Mail in Ballot canvass reconvened on October 22, 2020 at 9:00 a.m.

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### **PUBLIC NOTICE OF CANVASS and VERIFICATION OF OPTICAL SCAN VOTING UNIT(S)**

Ms. Tracy A. Dickerson noted that public notice of the vote by mail canvass was provided and that the notice was provided by email on September 30, 2020. Ms. Dickerson explained the rules concerning public observation of canvass and canvassing process. Ms. Dickerson verified that the seals were intact and that the seal number matched the seal number attached and that the public count matched the public count recorded before the prior day's canvass recessed.

A copy of the *Scanning Unit Opening Integrity Report* is attached to the minutes.

### **CANVASSING OF BALLOTS**

#### Canvass Participants

Canvasser	Names of Ballot Processing Canvassers
Team #1	Mary Lawson & Chris Malloy
Team #2	Rose Chase & Gloria Riley
Team #3	Shawnecia Munson & Jashaun Munson
Team #4	Mark Hashagen & Shaeleia Jamerson
Team #5	Michelle Mabry & Patricia Wade

Team	Names of Bi-Partisan Duplicating Team Members
Team #1	Michelle Colburn & Rose Chase

Team	Names of Ballot Scanner Operating Team
Team #1	Mary Lawson & Chris Malloy
Team #2	Rose Chase & Gloria Riley
Team #3	Shawnecia Munson & Jashawn Munson
Team #4	Mark Hashagen & Shaeleia Jamerson
Team #5	Michelle Mabry & Patricia Wade

Canvassers opened ballots from the day before, then went to scan them. After the lunch break, canvassing teams resumed to opening ballots and scanning them.

Ms. Tracy Dickerson publicly noted that Ms. Candice Dove was not present for today's canvass. Ms. Shaleia Jamerson was substituted in for Ms. Dove and was a part of team 4. Ms. Rose Chase was substituted in to be a duplicating team with Ms. Michelle Colburn.

Canvassing of ballots resumed.

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Board of Canvassers' Decision Meeting

The Board of Canvassers convened via video conferencing at 3:00 p.m. to review ballots that were referred from the canvassers.

The Board of Canvassers ruled on whether to accept or reject the referred ballots.

Ms. Dickerson presented three Mail-in Ballots to the Board of Canvassers via videoconference. Listed below is the reason each ballot was presented to the board and the decision made by the board for each referred ballot.

1. No oath; Mr. Craig Renner made a motion to reject, seconded by Ms. Fern Brown.
2. No oath; Mr. Craig Renner made a motion to reject seconded by Ms. Fern Brown.
3. No oath; Mr. Norman Saunders made a motion to reject seconded by Mr. Craig Renner.
4. No ballot inside envelope; Mr. Craig Renner made a motion to reject, seconded by Mr. Norman Saunders.

Printing Canvass Results

After scanning all accepted mail in ballots, Mr. Beswick & Ms. Dickerson locked the ballot scanners and printed an Election Results Report. Ms. Dickerson confirmed that the number of accepted ballots equaled the number of ballots counted by the ballot scanners. Ms. Dickerson signed the Voting Results Report and attached it to the Zero Report. Ms. Dickerson stated that these results will be embargoed until after 8 p.m. on election day.

A copy of the *Scanning Unit Closing Integrity Report* is attached to the minutes.

**DAILY CANVASSING RESULTS**

Mail in Ballot Canvass Statistics	Number of Ballots
Total Ballots Presented	10,925
Accepted Ballots	10,921
Rejected Ballots	4

**RECESS**

The canvass recessed at 6:30 p.m. and will reconvene on November 5, 2020 at 9:00 a.m. Ms. Dickerson recorded the public count, turned the optical scan ballot scanners off, and affixed a seal.

