

Charles County Board of Canvassers
Charles County Public Library - Waldorf West, 10405 O'Donnell Place Waldorf, MD 20603.

May 21, 2020-Vote by Mail Canvass Minutes
Canvass Day 1

ATTENDEES

Board of Canvassers (via Videoconference):

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

LBE Staff (in person):

Name	Position
Tracy A. Dickerson	Election Director II
Karl A. Richardson II	Information Systems Specialist
Daniel W. Beswick	Election Data Application Specialist II
Shelby E. Trice	Election Administrative Assistant II
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 May 21, 2020 at The Charles County Public Library - Waldorf West, 10405 O'Donnell Place Waldorf, MD 20603. 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 May 6, 2020 at 10 a.m. Substitute members of the Board of Elections were also sworn-in on the same day.

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. Norman Saunders made a motion that Ms. Fern Brown serve as Secretary for the Board of Canvassers. Ms. Dorothy Duffield 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 May 7, 2020. Ms. Tracy A. Dickerson noted that due to current social distancing guidelines, and in compliance with the Governor's Proclamation of April 10, 2020, that public viewing will be by video conferencing only.

CANVASS OF BALLOTS

Overview of Canvass Process

Ms. Tracy A. Dickerson explained the rules concerning public observation of the canvass, stating that due to the COVID-19 pandemic, and in accordance with the Governor's Proclamation of April 10, 2020 and current social distancing guidelines issued by the Centers for Disease Control, that no more than 10 people may be in a room at once, 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 a YouTube link that is posted on our website. Ms. Tracy A. 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 canvasser determines whether the voter signed the oath. After verifying that the oath is signed, each canvasser opens the envelopes. With the envelope face down, each canvasser 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 canvasser reviews the ballots for compliance and tabulating acceptability.

The election officials responsible for ballot duplication uses the ballot marking device to remark and print 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 canvasser's number, or other information identifying the canvasser 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 A. Dickerson explained the process to provide information to the Board of Canvassers or challenge a decision of the Board.

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Canvass Participants

Canvasser	Names of Ballot Processing Canvasser
Canvasser #1	Mary Elliott
Canvasser #2	Mary Lawson
Canvasser #3	Jashaun Munson
Canvasser #4	Vincenz Dickerson
Canvasser #5	Shawnecia Munson
Canvasser #6	Pat Wade
Canvasser #7	Mark Hashagen
Canvasser #8	Michelle Mabry
Canvasser #9	Seth Dickerson
Canvasser #10	Mary Hashagen
Canvasser #11	Rose Chase
Canvasser #12	Stephanie Ramos

Team	Names of Bi-Partisan Duplicating Team Members
Team #1	N/A
Team #2	N/A

Team	Names of Ballot Scanner Operating Team
Team #1	N/A
Team #2	N/A

Canvassing of Ballots

Ms. Dorothy Duffield made a motion to accept and approve the opening of the ballots. Ms. Fern Brown seconded the motion, and the motion passed unanimously.

Ms. Tracy Dickerson informed the canvassers that today we will only be opening ballots so that they may lay flat prior to being scanned.

After all available ballots were opened Ms. Dickerson and Ms. Shelby Trice locked the ballot bins and affixed them with a seal.

Recess

The canvass recessed at 2:45 p.m. and will reconvene on Friday, May 22, 2020 at 9 a.m.