

Baltimore County Board of Canvassers
106 Bloomsbury Avenue
Baltimore, Maryland 21228

*Approved
12/11/2014*

November 14, 2014 – Minutes for 2nd Absentee Canvass & Certification of Results

ATTENDEES:

Board of Canvassers:

Bruce Harris, President	Democrat
Leronia Josey, Vice President	Democrat
Joseph Karey, Secretary	Republican
Jeanne Turnock, Substitute	Republican
Timothy Hickman, Substitute	Democrat

LBE Staff:

Andrew Bailey, Board Counsel
Katie A. Brown, Director
Denard Allen, Election Office Clerk
Danna Archie-Williams, Election Supervisor
Lenice Austin, Election Administrative Assistant
Nakia Barnes, Election Data Application Specialist
Olaoluwa Bello, Election Data Application Specialist
John Boyd, Canvasser
Tina Bryant, Canvasser
Lawrence Cleavenger, Canvasser
Tiffany Guthrie, Election Supervisor
Roberta Hawkins, Canvasser
William Lane, Canvasser
Ruie Marie Lavoie, Administrative Officer
Joi Matthews, Data Entry Operator
Diana Moran, Election Supervisor
Thomas Moran, Election Supervisor
Kevin Mulligan, Canvasser
Erika Myrick, Election Technician
John O'Hara, Canvasser
Jacqueline Poore, Canvasser
Roy Smith, Election Office Clerk
Patricia Spence, Canvasser
Jeffrey Stevens, Election Information System Specialist
Ronald Stotler, Canvasser
Ann Marie Stratton, Administrative Officer
Charleen Tooten, Canvasser
Mary-Frances Vavra-Alcoser, Election Data Application Specialist
Rena' M. Waggoner, Deputy Director
Rita Walczyk Evans, Election Data Application Specialist
John Wales, Election Data Application Specialist

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DECLARATION OF QUORUM PRESENT

The meeting of the Board of Canvassers began at 10:00 am on Friday, November 14, 2014 on the 3rd floor of the Bloomsbury Community Center in the office of the Baltimore County Board of Elections located at 106 Bloomsbury Avenue in Catonsville, Maryland. There was a quorum of the Board of Canvassers, 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

James McCormick, the Clerk of the Court for Baltimore County, administered and recorded the oath of each member of the Board of Canvassers on November 6, 2014. Substitute members of the Board of Elections were also sworn-in on the same day. James McCormick administered and recorded the oath of the Board Attorney, Andrew Bailey on November 6, 2014. Bruce Harris, President of the Board of Elections, administered and recorded the oath of each member of the Baltimore County Board of Elections staff on November 6, 2014 and November 14, 2014.

ANNOUNCEMENT OF OFFICERS

At its meeting on November 6, 2014, the Board of Canvassers elected Bruce Harris as Chairman of the Board of Canvassers and Joseph Karey as Secretary.

PUBLIC NOTICE OF CANVASS

Katie Brown, Director noted that public notice of the second absentee canvass was provided and that the notice was provided by written notice posted in the main lobby of the Baltimore County Election office and also on the Baltimore County government and Baltimore County Election websites. Katie Brown further explained that confirmation of the canvass date and time was sent to the Democratic and Republican parties and to State Board of Elections on September 15, 2015.

VERIFICATION OF OPTICAL SCAN VOTING UNITS

Katie Brown presented documents to the Board of Canvassers showing that the optical scan voting units being used in the canvass successfully passed Logic and Accuracy Testing on October 22, 104 and October 23, 2014. Katie Brown reported that the memory cards created for this canvass were placed in the optical scan voting units and sealed. Katie Brown provided the Board of Canvassers with the results from the Logic and Accuracy Testing. Jeffrey Stevens noted the following information from Logic and Accuracy Testing documentation for each optical scan voting unit being used in the canvass:

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Voting Unit Serial Number	Seal Number
87688	953693
87655	953607

Ruie Marie Lavoie explained the test deck verification process, verified that the seals on the optical scan voting units were intact, and recorded the optical scan voting unit's serial number and seal number.

Voting Unit Serial Number	Seal Number
87688	953693
87655	953607

Ruie Lavoie noted that the voting units' serial numbers and seal numbers from Logic and Accuracy Testing matched the voting units' serial numbers and seal numbers before the canvass began.

The Board of Canvassers confirmed that the counts on the voting units were zero. The Board of Canvassers posted one copy of the Zero Report from the voting units on the wall next to the entrance to the room where the canvass occurred. Jeffrey Stevens printed a second copy of the Zero Report, which remained attached to the voting units. The Board of Canvassers signed the Zero Report attached to the voting units. The Board of Canvassers also confirmed that the ballot boxes were empty.

CANVASSING

Overview of Canvass Process

Katie Brown explained the rules concerning public observation of the canvass, provided an overview of the canvassing process and noted that the rules were posted in the canvass room. Diana Moran and Ruie Lavoie explained the process. Absentee ballots are distributed to the ballot processing teams in batches. Each team 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 two-page 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. If an envelope does not contain both pages of the ballot, the team will request a duplicate blank ballot page to be tabulating through the optical scan voting unit as a no vote.

Ballots that were marked using the online ballot marking wizard are duplicated and verified by a ballot duplication team. The election official responsible for ballot duplication

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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.

Those timely ballots that are in compliance and can be read by the voting unit are referred to the Board of Canvassers for acceptance. All other ballots are placed in a plain envelope, with the team number or other information identifying the group or unit to which the ballot belongs, and the reason for the referral to the Board of Canvassers written on the envelope. The envelope with the ballots inside is referred to the Board of Canvassers.

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

Danna Archie-Williams explained that each provisional ballot application was reviewed prior to canvassing to determine the voter’s eligibility to vote in this election and the voter’s correct ballot style. At this canvass, the provisional ballot applications will be presented to the Board of Canvassers with a recommendation. The recommendations will be to:

1. Accept provisional ballot application in full – recommend counting all votes cast on the provisional ballot.
2. Accept provisional ballot application in part – recommend counting some but not all votes cast on the provisional ballot. This is because the voter voted in the wrong precinct.
3. Reject provisional ballot application – recommend not counting the provisional ballot.

The Board of Canvassers will vote to accept in full, accept in part, or reject the provisional ballots. The provisional ballots for which the Board voted to accept in full or accept in part are distributed to the bi-partisan ballot processing teams to open and review the ballots. The “accepted in full” ballots are scanned into the voting unit, and the “accepted in part” ballots are referred to a duplicating team. The duplicating team will copy onto the voter’s correct ballot style the votes for the contests for which the provisional voter is eligible to vote.

Katie Brown explained the process to provide information to the Board of Canvassers or challenge a decision of the Board.

Canvass Participants

The members of the ballot processing, duplicating, and optical scan operating teams are listed below.

Team	Bi-Partisan Ballot Processing Team Members
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Team #1	Ronald Stotler (Democrat) and John O’Hara (Republican)
Team #2	Jackie Poore (Democrat) and Patricia Spence (Republican)
Team #3	Roberta Hawkins (Democrat) and John Boyd (Republican)
Team #4	Mary-Frances Vavra- Alcoser (Democrat) and Larry Clevenger (Republican)

Team	Bi-Partisan Duplicating Team Members
Team #1	John Wales (Unaffiliated) and Rita Walczyk (Republican)
Team #2	Timothy Hickman (Democrat) and William Lane (Republican)
Team #3	Leronia Josey (Democrat) and Jeanne Turnock (Republican)
Team # 4	Nakia Barnes (Democrat) and Roy Smith (Republican)
Team #5	Charleen Tooten (Democrat) and Tina Bryant (Republican)
Team #6	Denard Allen (Unaffiliated) and Kevin Mulligan (Republican)
Team #7	Bruce Harris (Democrat) and Joseph Karey (Republican)

Team	Bi-Partisan Optical Scan Operating Team Members
Team #1	Olaoluwa Bello (Unaffiliated) and Andrew Bailey (Democrat)
Catchers	Thomas Moran (Democrat), Rena’ Waggoner (Republican) and Erika Myrick (Democrat)

Canvassing of Absentee Ballots

Diana Moran reported that, to preserve the secrecy of the ballot, five absentee ballots of each ballot style were held back from the first absentee canvass and will be canvassed during this canvass. 1,166 total absentee ballots were presented for canvassing at this canvass.

1,027 absentee ballots were presented with the recommendation to accept the ballot. Each ballot is two pages.

Leronia Josey made a motion to accept and approve the opening and tabulation of 1,027 two page ballots. Joseph Karey seconded the motion, and the motion passed unanimously.

139 absentee ballots were presented with the recommendation to reject the ballot as follows:

- 1 absentee ballot was rejected because the voter voted more than one ballot;
- 63 absentee ballots were rejected because the ballot was undeliverable/refused;
- 2 UOCAVA absentee ballots were rejected because the ballots were untimely;
- 2 FWAB absentee ballots were rejected because an application was not received;
- 1 FWAB absentee ballot was rejected because the original ballot was received;
- 67 absentee ballots were rejected because the ballot was untimely domestic; and
- 3 absentee ballots were rejected because the ballots were surrendered at the polls.

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The Board of Canvassers reviewed the 139 absentee ballots with the recommendation to reject and on a motion by Leronia Josey and a second by Joseph Karey; the 139 ballots were unanimously rejected.

The Board of Canvassers reviewed 16 ballots referred by the ballot processing teams. The Board of Canvassers determined 13 ballots should be duplicated and/or processed through the optical scan voting units. On a motion by Leronia Josey and a second by Joseph Karey, 3 ballots were unanimously rejected for the following reasons:

- 2 ballots were rejected for identifying marks, and
- 1 ballot was rejected because the oath did not contain a signature.

The meeting was adjourned for a lunch break at 12:20 pm and reconvened at 1:03 pm.

Canvassing of Provisional Ballots

Danna Archie-Williams reported that 2 provisional ballots will be canvassed during this canvass because the ballots were held for further review and the review was not completed by the provisional canvass date.

2 provisional ballots were presented for canvassing at this canvass. Each ballot is two pages.

1. Danna Archie-Williams presented 1 provisional ballot with the recommendation to accept in full. The recommendation was based on the fact that staff had confirmed each provisional application was submitted by a registered voter and was cast in the correct precinct where the voter currently resides. The Board unanimously voted to accept the recommendation and accept and count the provisional ballot in full.
2. Danna Archie-Williams presented 1 provisional ballot with the recommendation to accept in part. The recommendation was based on the fact that staff had confirmed that each provisional application was submitted by a registered voter and the provisional ballot was cast in the wrong precinct. The Board unanimously voted to accept the recommendation, and the ballot was referred to the duplicating team.

Joseph Karey made a motion to begin presenting provisional ballot applications. Leronia Josey seconded the motion, and the motion passed unanimously.

Printing Canvass Results

After scanning all accepted ballots, Jeffrey Stevens locked the voting units and printed an Election Results Report. The Board of Canvassers confirmed that the number of accepted two page ballots was 1,026 which was one ballot less than the number of ballots counted

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by the optical scan voting units which was 1,024. The variance occurred because four ballots were single page ballots. The Board of Canvassers signed the Election Results Report and posted a second copy of the report on the wall next to the entrance where the canvass occurred.

RELEASE OF UNOFFICIAL RESULTS

Bruce Harris announced the results from the second absentee canvass. Bruce Harris announced the following statistics from the second absentee canvass:

Absentee 2 Canvass Statistics	Number of Ballots
Total Ballots Presented at 2 nd Absentee Canvass	1168
Total Absentee Ballots Presented	1166
Total Provisional Ballots Presented	2
Total Accepted Ballots	1026
Accepted Absentee Ballots	1024
Accepted in Full Provisional Ballots	1
Accepted in Part Provisional Ballots	1
Total Rejected Ballots	142
Rejected Absentee Ballots	142
Rejected Provisional Ballots	0

Bruce Harris recessed the meeting until such time as the canvass reports are available. The meeting was recessed at 2:04 pm.

The meeting reconvened on November 18, 2014.

VERIFICATION OF VOTE COUNT

Katie Brown explained that staff conducted several post-election verifications and audits were performed. Staff manually added the Total Reports from each voting unit in the precincts previously randomly selected by the local board of elections and compared the manually added totals with the totals produced by the election database for those precincts. Katie Brown confirmed that all of the numbers matched with all variances outlined in the audit.

Katie Brown explained that a similar verification was performed on each optical scan voting unit used for the first absentee canvass. Staff manually added the Total Reports printed from each optical scan voting unit used for the first absentee canvass and compared the manually added totals to a report printed from the election database for the first absentee canvass. Ruie Lavoie confirmed that all of the numbers matched with any variance explained by only one page of a two page ballots received and processed.

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Katie Brown presented the Board of Canvassers with the verification results, and the Board of Canvassers reviewed the results. Joseph Karey made a motion to accept the verification results. Leronia Josey seconded the motion, and the motion passed unanimously.

POST ELECTION AUDIT

Katie Brown explained that post-election audits were performed on certain precincts and absentee and provisional ballots. For the randomly selected precincts and any precinct where the difference between the number of voters checked-in to vote and ballots cast is 5 or more, staff compared the number of signed voter authority cards for each touchscreen voting unit against the number of ballots cast. Katie Brown confirmed that all of the numbers matched.

Katie Brown explained that staff reviewed a sample of accepted absentee ballots to determine if there was a timely absentee ballot request was on file and the absentee ballot was timely received. Staff also reviewed a sample of rejected absentee ballots to determine if the ballot was untimely received or was rejected for another valid reason. Diana Moran confirmed that all of the numbers matched.

Danna Archie-Williams explained that a sample of accepted provisional ballots were reviewed to determine whether the provisional voter was registered to vote at the time of the election, voted the ballot for the precinct in which the voter resides, and all other applicable criteria were met. A sample of partially accepted provisional ballots was also reviewed to confirm that a voter was registered to vote at the time of the election, did not vote the ballot for the precinct in which the voter resides, and all other applicable criteria were met. Staff also reviewed a sample of rejected provisional ballots to confirm that the voter was not registered to vote at the time of the election or the voter's ballot was rejected for another valid reason. Danna Archie-Williams confirmed that after a review of all provisional ballots processed, all of the numbers matched.

CERTIFICATION OF ELECTION RESULTS

Katie Brown explained that the post-election verifications and audits had discrepancies but any all discrepancies were less than the vote margin of any contest on the ballot in that precinct. Katie Brown presented the Board of Canvassers with the election results. The Board of Canvassers reviewed and signed the election results.

NEXT BOARD OF CANVASSERS' MEETING

If additional absentee ballots are received, the Board of Canvassers will convene after the next meeting of local board of elections. The next meeting is scheduled for December 11, 2014 at 9:45 am and will be held in the library of the office of the Baltimore County Board

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of Elections located on the 3rd floor of the Bloomsbury Community Center, 106 Bloomsbury Avenue in Catonsville, Maryland.

ADJOURNMENT

The meeting was adjourned.