

Calvert County Board of Canvassers
30 Duke St, Lower Level, Prince Frederick, MD 20678

November 7, 2024 - Post-Election Mail-in Ballot Canvass

ATTENDEES

Board of Canvassers:

Name	Position	Party
Cassandra Okwumabua	Chairperson	Democrat
Anita Brown	Secretary	Republican
Keith Lotridge	Member	Democrat
Tricia Powell	Member	Democrat
Andrea Baddour	Board Attorney	

Board of Canvassers Absent:

Name	Position	Party
Barry Wood	Member	Republican

LBE Staff (in person):

Name	Position
Gail L. Hatfield	Elections Administrator
Kristen Scott	Deputy Elections Administrator

Public:

Name	Organization (if applicable)
<u>N/A</u>	

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

RECONVENING THE MEETING

The mail-in ballot canvass reconvened on Thursday, November 7, 2024, at 10:08 am. A quorum of the Board of Canvassers was present.

CONFIRMATION OF OATH

Kathy P. Smith, the Clerk of the Court for Calvert County, administered and recorded the oath of each member of the Board of Canvassers on September 19, and September 20, 2024.

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ANNOUNCEMENT OF OFFICERS

At its meeting on October 15, 2024, the Board of Canvassers elected Cassandra Okwumabua as Chairperson of the Board of Canvassers and Anita Brown as Secretary.

PUBLIC NOTICE OF CANVASS

Ms. Hatfield noted that public notice of the mail-in ballot canvass was provided and that the notice was provided on the Calvert County Election Board website and on the board outside of the election office.

VERIFICATION OF THE SCANNING UNITS

Ms. Gail Hatfield presented documents to the Board of Canvassers showing that the ballot scanners being used in the canvass successfully passed Logic and Accuracy Testing on October 9, 2024. Ms. Hatfield reported that the memory sticks created for this canvass were placed in the ballot scanners and sealed. Ms. Hatfield provided the Board of Canvassers with the results from the Logic and Accuracy Testing. Ms. Hatfield noted the Ballot Scanner Serial Numbers and Seal Numbers from the Logic and Accuracy Testing documentation for each ballot scanner being used in the canvass.

Mr. Robert Jaensch and Mr. Timothy Keith verified that the seals on the ballot scanners were intact and recorded the scanner's serial number and seal number on the Scanning Unit Opening Integrity Report. They noted that the ballot scanner's serial numbers and seal numbers from Logic and Accuracy Testing matched the ballot scanner's serial numbers and seal numbers before the canvass began.

The Board of Canvassers confirmed that the counts on the ballot scanners were zero. Ms. Hatfield posted one copy of the Zero Report from the ballot scanners on the wall in room where canvassing occurred. Mr. Jaensch and Mr. Keith printed a second copy of the Zero Report, which remained attached to the ballot scanners. The Board of Canvassers signed the Zero Reports. Ms. Hatfield also confirmed that the ballot boxes were empty.

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

CANVASSING OF BALLOTS

Overview of Canvass Process

Ms. Hatfield explained the rules concerning public observation of the canvass. Ms. Hatfield provided an overview of the canvassing process and noted that the rules were posted in the canvass room. Ballots were distributed to the ballot processing canvassing teams in batches. Each canvassing team reviewed the envelope first to determine whether it was timely received.

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For timely received ballots, each canvassing team determined whether the voter signed the oath. After verifying that the oath is signed, each canvassing team opened the envelopes. With the envelope face down, each canvassing team removed the ballot, taking care that the envelope stays face down. After removing all of the ballots in the batch, the ballot envelopes were set aside. Each canvassing team reviewed the ballots for compliance and tabulating acceptability.

Web delivered ballots were duplicated by a bi-partisan ballot duplication team and verified for accuracy.

Ballots that were untimely or otherwise not in compliance were placed in a folder/envelope, with the canvassing team's number, or other information identifying the canvassing team to which the ballot belonged, and the reasons for the referral written on the envelope. The envelope with the ballots inside was referred to the Board of Canvassers for later review.

Those timely ballots that were in compliance and could be read by the ballot scanner were referred to the Board of Canvassers for acceptance.

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

Ms. Hatfield 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 mail-in ballots cast in the previous comparable general election. For this election, 225 mail-in ballots will be hand counted. The first ballots to be tabulated after election day 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.

Ms. Hatfield also explained the process to provide information to the Board of Canvassers or challenged a decision of the Board.

Canvass Participants:

Canvasser	Names of Ballot Processing Canvassing Teams
Team #1	Amie Cox & Debbie Shefka
Team #2	Dennis Hall & John Kaiser
Team #3	Helenmary Ball & Jana Barberio
Team #4	Terri Justin & Lisa Napier
Team #5	Patricia DiCataldo & Mary Hall
Team #6	Colin Laudenberg & John Barberio
Team # 7	Joe Ury & Anna Vermillion

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Team	Names of Bi-Partisan Duplicating Team Members
Team #1	Jeanne Bateman & Makayla Sleeper
Team #2	Ivonne Cameron & Havril Jenkins, Jr.

Team	Names of Ballot Scanner Operating Team
Team #1	Rob Jaensch, Timothy Keith & Greg Drummond

Canvassing of Ballots

Ms. Okwumabua asked for a motion to accept and approve the opening and tabulation of the ballots. Ms. Powell so moved, and Ms. Brown seconded the motion. The motion passed unanimously.

Challenges During Canvass

No challenges were brought forth in the canvass.

Canvass Closing

Printing Canvass Results -

After scanning all accepted ballots, Mr. Jaensch & Mr. Keith locked the ballot scanners and printed an Election Results Report. They confirmed that the number of accepted ballots equaled the number of ballots counted by the ballot scanners. One ballot was mistakenly duplicated twice and was not discovered until after the second ballot went into the scanner. The Board of Canvassers signed the Voting Results Report and attached it to the Zero Report.

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

DAILY CANVASSING STATISTICS

Mail-In Ballot Canvass Statistics- Day 1	Number of Ballots
Total Ballots Presented	4850
Accepted Ballots	4851
Rejected Ballots	0
Ballots held over by the Board of Canvassers (if applicable)	0

RECESS

The canvass recessed at 4:15 am and will reconvene on Wednesday, November 13, 2024, at 10:00 am. Mr. Jaensch and Mr. Keith recorded the public count, turned the scanners off, and affixed a seal.