

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

November 15, 2024 - Mail-In Ballot Canvass
Minutes- Final Canvass Day- Day 5

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
Havril Jenkins, Jr.	Temporary Election Clerk

Public:

Name	Organization (if applicable)
N/A	

All canvassing teams, 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 10:06 am on Tuesday, October 15, 2024, at the Community Resources Building, Conference Rooms 1 & 2, at 30 Duke St, Lower Level, Prince Frederick. 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.

RECONVENING THE MEETING

The mail-in ballot canvass reconvened on Friday, November 15, 2024, at 10:05 am. A quorum of the Board of Canvassers was present.

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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.

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.

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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.

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 reason(s) 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 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 were presented to the Board of Canvassers with a recommendation. The recommendations were 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.

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

Ms. Hatfield 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	Shari Gray, Amie Cox & Colin Laudenberg
Team #2	Joe Ury, JoMarie Coster & Debbie Shefka
Team #3	Jana Barberio, Monica Dailey & Teresa Justin
Team # 4	Makayla Sleeper, Jeanne Bateman & Ivonne Cameron

Team	Names of Bi-Partisan Duplicating Team Members
Team #1	See Above

Team	Names of Ballot Scanner Operating Team
Team #1	Robert 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. Mr. Lotridge 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 and Mr. Keith locked the ballot scanners and printed an Election Results Report. Ms. Hatfield confirmed that the number of accepted ballots equaled the number of ballots counted by the ballot scanners. The Board of Canvassers signed the Voting Results Report and attached it to the Zero Report.

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

DAILY CANVASSING STATISTICS

Ms. Hatfield announced the results from the Mail-in Ballot Final Day Canvass. Ms. Hatfield announced the following statistics from the Mail-in Ballot Final Day Canvass:

Provisional Canvass Statistics	Number of Ballots
A) Total Ballots Presented in Provisional Part of Canvass	26
B) Total Provisional Ballots Presented	26
C) Total Accepted Ballots	
D) Accepted in Full Provisional Ballots	20
E) Accepted in Part Provisional Ballots	6
G) Accepted Held-back Mail-in Ballots	
H) Total Rejected Ballots	
I) Rejected Provisional Ballots	
J) Rejected Held-back Mail-in Ballots	

Mail-in Canvass Statistics	Number of Ballots
Mail-in Ballots Presented in Mail-in Part of Canvass	463
Mail-in Ballots Accepted	427
Rejected Mail-in Ballots	36

1. The provisional ballots were presented during the final mail-in ballot canvass.
2. Three previously rejected provisional ballots for already voted were reviewed after the provisional canvass. It was determined that the voter did not already vote and was recommended to accept the provisional ballot in full.
3. Three mail- in ballots were entered as provisional voters as they had moved out of the county after submitting their ballot and did not vote in their new location.

Ms. Hatfield announced that provisional voters can find out if their provisional ballots were counted and if not, the reason why it was not counted by visiting the State Board of Elections' website or by calling the State Board at 1-800-222-8683.

RELEASE OF UNOFFICIAL RESULTS

Ms. Hatfield announced the results from the entire mail-in ballot canvass.

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Mail-In Ballot Canvass Statistics	Number of Ballots
A) Total Ballots Presented	12,554
B) Total Mail-in Ballots Presented	12,528
C) Total Provisional Ballots Presented (During Mail-in Ballot Canvass ONLY)	26
D) Total Ballots Accepted	12,518
E) Accepted in Full Provisional Ballots (During Mail-in Ballot Canvass ONLY)	20
F) Accepted in Part Provisional Ballots (During Mail-in Ballot Canvass ONLY)	6
G) Accepted Mail-in Ballots	12,492
H) Total Rejected Ballots	36
I) Rejected Provisional Ballots (During Mail-in Ballot Canvass ONLY)	0
J) Rejected Mail-in Ballots	36

VERIFICATION OF VOTE COUNT

Ms. Scott explained that staff conducted several post-election verifications and audits. Staff manually added the Voting Results Reports from each ballot scanner 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. Ms. Scott confirmed that all of the numbers matched.

Ms. Scott explained that a similar verification was performed on each ballot scanner used on the first day of canvassing for the Mail-in Ballot II canvass. Staff manually added the Voting Results Reports printed from each ballot scanner used on the canvassing day and compared the manually added totals to a report printed from the election database for the canvass. Ms. Scott confirmed that all of the numbers matched.

Ms. Scott presented the Board of Canvassers with the verification results, and the Board of Canvassers reviewed the results. Ms. Okwumabua asked for a motion to accept the verification results. Mr. Lotridge so moved, and Ms. Powell seconded the motion. The motion passed unanimously.

POST ELECTION AUDITS

Ms. Scott explained that post-election audits were performed on the polling places of certain randomly selected precincts, and on select mail-in and provisional ballots.

Ms. Scott explained that for the polling places, in the randomly selected precincts and any polling place where the difference between the number of voters that checked in to vote

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and ballots cast is five or more, that staff compared the number of signed voter authority cards for each ballot scanner against the number of ballots cast. There were no precincts where the difference between the number of voters that checked in and ballots cast was five or more. Ms. Scott confirmed that all of the numbers matched for the randomly selected precincts.

Ms. Scott explained that staff reviewed a sample of accepted mail-in ballots to determine if the ballot was timely received. Staff also reviewed a sample of rejected mail-in ballots to determine if the ballot was untimely received or was rejected for another valid reason. Ms. Scott confirmed that all of the numbers matched.

Ms. Scott 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. Ms. Scott confirmed that all of the numbers matched.

Ms. Scott explained that all ballot images from early voting, election day, and all mail-in ballots canvassed and tabulated prior to election day were sent to a third-party for re-tabulation. The vendor produces reports comparing precinct-level results from the voting system against the precinct-level results from the re-tabulation, and these reports show any differences between the two sets of results. Ms. Scott showed the reports and confirmed that any differences between the two sets of results were less than 0.5%, the threshold for additional auditing.

CERTIFICATION OF ELECTION RESULTS

Ms. Scott explained that the post-election verifications and audits had either no discrepancies or the discrepancies were less than the vote margin of any contest on the ballot in that precinct and presented the Board of Canvassers with the election results. The Board of Canvassers reviewed the election results.

Ms. Okwumabua asked for a motion to certify the results of the 2024 Presidential General Election. Mr. Lotridge so moved, and Ms. Powell seconded the motion. The motion passed unanimously.

Ms. Okwumabua and Ms. Brown, as Chairperson and Secretary of the Board of Canvassers, respectively, signed the canvassing sheets on Friday, November 15, 2024.

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NEXT BOARD OF CANVASSERS' MEETING

If additional ballots are received, the Board of Canvassers will convene before the next meeting of the local board of elections. The next meeting is scheduled for Wednesday, December 18, 2024, at 10:00 am at the Community Resources Building, 30 Duke St, Lower Level, Prince Frederick.

ADJOURNMENT

The meeting was adjourned at 12:05 pm on November 15, 2024.

Date Approved: 12/18/2024