

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

July 21st, 2022- Mail-in Ballot Canvass for an In-Person Election with Precincts
Canvass Day 1 MiB 1

ATTENDEES

Board of Canvassers

Name	Position	Party
Craig Renner	Board Chairman	Republican
Fern Brown	Board Secretary	Democrat
Norman Saunders	Board Member	Democrat
Dorothy Duffield	Board Member	Republican
Mark Hashagen	Board Member	Republican
Louis Jenkins	Board Attorney	

LBE Staff

Name	Position
Tracy Dickerson	Election Director II
Wade Beswick	Election Program Manager I
Stephanie Ramos-Santos	Election Program Assistant II
Luke Beswick	LBE Technician

Public

Name
Leah Woody
Catherine Scott
James Emerson Ashburn
Bernadette Smith
Norma Jean Gibson
Ramses Gerais
Keith Horton
Marie Duffield
Melissa Davis

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 a.m. on July 21, 2022 at the Charles County Board of Elections – 201 East Charles Street, La Plata, MD 20646. 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.

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CONFIRMATION OF OATH

Ms. Sherry Hancock, the Clerk of the Court for Charles County, administered and recorded the oath of each member of the Board of Canvassers on June 27, 2022, and one other member on June 28, 2022.

ELECTION OF OFFICERS

Ms. Fern Brown made a motion that Mr. Craig Renner 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.

PUBLIC NOTICE OF CANVASS

Ms. Tracy Dickerson noted that public notice of the mail-in ballot canvass was provided and that the notice was provided by email to the Chair of each party central committee, as well as each non-partisan candidate, and the State Administrator for the State Board of Elections on June 10, 2022. The public notice was also posted on Facebook, website, and posted on the office door.

VERIFICATION OF OPTICAL SCAN VOTING UNIT(S)

Ms. Dickerson presented documents to the Board of Canvassers showing that the ballot scanners being used in the canvass successfully passed Logic and Accuracy Testing on July 1, 2022 during the public demo. Ms. Dickerson reported that the memory cards created for this canvass were placed in the ballot scanners and sealed. Ms. Dickerson provided the Board of Canvassers with the results from the Logic and Accuracy Testing. Ms. Dickerson 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.

Canvassers verified that the seals on the ballot scanners were intact and recorded the optical scan ballot scanner's serial number and seal number on the Scanning Unit Opening Integrity Report. Canvassers noted that the ballot scanners' serial numbers and seal numbers from Logic and Accuracy Testing matched the ballot scanners' serial numbers and seal numbers before the canvass began.

The Board of Canvassers confirmed that the counts on the ballot scanners were zero. Mr. Beswick posted one copy of the Zero Report from the ballot scanners on the wall in the room where canvassing occurred. Canvassers printed a second copy of the Zero Report, which remained attached to the ballot scanners. At the direction of the Board of Canvassers, each

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Board Member signed the Zero Report attached to the ballot scanners. Ms. Dickerson 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. Dickerson explained the rules concerning public observation of the canvass. 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 canvassing teams in batches. Each canvassing team reviews the envelope first to determine whether it was timely received.

For timely received ballots, each canvassing team determines whether the voter signed the oath. After verifying that the oath is signed, each canvassing team opens the envelopes. With the envelope face down, each canvassing 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 canvassing 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 the Ballot Marking Device to select the voter's selections marked. The Board of Canvassers and ballot verification teams 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 canvassing team's number, or other information identifying the canvassing team to which the ballot belongs, and the reason for the referral written on the envelope. The envelope with the ballots inside is referred to the Board of Canvassers for later review.

Those timely ballots that are in compliance and can be read by the ballot scanner 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 reasons for the referral 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.

Ms. 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 Canvassing Teams
Team #1	Gloria Riley & Tracy Doane-Mattingly
Team #2	Mary Lawson & Chris Malloy
Team #3	Shawnecia Munson & Mary Beck
Team #4	Jashaun Munson & T.C. Renner
Team #5	Patricia Wade & Loriann Bowman

Team	Names of Duplicating Members
BMD #1	Vincenz Dickerson
BMD #2	Mary Beck
BMD #3	Tracy Doane-Mattingly

Proofing BMD	Names of BMD Duplicating Proofing Members
Proofing BMD #1 & 2	Tracy Dickerson & Craig Renner
Proofing BMD #3	Fern Brown & Dorothy Duffield

Team	Names of Ballot Scanner Operating Team
Team #1 Scanner #1	Gloria Riley
Team #2 Scanner #2	Chris Malloy & Mary Lawson
Team #3 Scanner #3	Shawnecia Munson
Team #4 Scanner #4	Jashaun Munson & T.C. Renner
Team #5 Scanner #5	Loriann Bowman
Team #5 Scanner #6	Patricia Wade

Canvassing of Ballots

Ms. Fern Brown made a motion to accept and approve the opening and tabulation of the ballots. Mr. Mark Hashagen seconded the motion, and the motion passed unanimously.

Printing Canvass Results

After scanning all accepted vote by mail ballots, Canvassers 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, six ballots were held for

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Board Review. 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 RESULTS

Mail-In Ballot Canvass Statistics- Day 1	Number of Ballots
Total Ballots Presented	7174
Accepted Ballots	7168
Rejected Ballots	
Ballots held over by the Board of Canvassers (if applicable)	6

ADJOURNMENT

The canvass was adjourned at 10:45 p.m. Ms. Dickerson recorded the public count, turned the optical scan ballot scanners off, and affixed a seal. The Board of Canvassers will meet on Wednesday, July 27, 2022 for the Provisional Canvass.

