

Charles County Board of Canvassers  
201 East Charles Street, La Plata, MD 20653

November 10, 2022- Mail-in Ballot Canvass for an In-Person General Election with  
Precincts – Canvass Day 1

## ATTENDEES

### Board of Canvassers:

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

### LBE Staff:

Name	Position
Tracy Dickerson	Election Director
Chris McDougal	Election Deputy Director
Wade Beswick	IT Program Manager
Stephanie Ramos-Santos	Election Program Assistant
Luke Beswick	LBE Technician

### Public

Name
Julia Queen
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 Thursday, November 10, 2022 at the Board of Elections at 201 E. 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.

## CONFIRMATION OF OATH

Sherry Hancock, the Clerk of the Court for Charles County, administered and recorded the oath of each member of the Board of Canvassers on October 20, 2022.

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### **ANNOUNCEMENT OF OFFICERS**

At a meeting on November 8, 2022, the Board of Canvassers elected Mr. Craig Renner as Chairman of the Board of Canvassers and Ms. Fern Brown as Secretary.

### **PUBLIC NOTICE OF CANVASS**

Ms. Dickerson noted that public notice of the vote by mail canvass was provided and that the notice was provided by email to the State Administrator of the State Board of Elections, Chairpersons of each Central Committee, as well as each Non-Partisan candidate on October 12, 2022. The public notice was also posted on Facebook and the Charles County Board of Elections website.

### **VERIFICATION OF OPTICAL SCAN VOTING UNITS**

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 September 21, 2022. 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. Staff posted one copy of the Zero Report from the ballot scanners on the wall of the entrance of the canvassing room. Canvassers printed a second copy of the Zero Report, which remained attached to the ballot scanners. At the direction of the Board of Canvassers, the Board signed the Zero Report attached to the ballot scanners. Ms. Dickerson also confirmed that the ballot boxes were empty.

### **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

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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 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 that, to verify the accuracy of the voting system, some absentee 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 absentee ballots to be hand counted is at least 1% of the number of absentee ballots cast in the 2018 General Election. For this election, 25 absentee ballots will be hand counted. The first absentee ballots to be reviewed and counted will be the absentee 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. 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	Natasha Janga and Donna Young
Team #2	Ruth Culver and Mary Lawson
Team #3	Lois Bowling and Joanne Vanwie
Team #4	Nancy Svites and Christine Saoud
Team #5	Theodore Milligan and Elvia Butler
Team #6	Tammy Shoyeb and Shawnecia Munson

Team	Names of Bi-Partisan Duplicating Team Members
BMD #1	Michelle Mabry
BMD #2	Danna Thelen
BMD #3	Ethan Divilbliss
BMD #4	Norma Jean Gibson

Proofing BMD	Names of BMD Duplicating Proofing Members
	Fern Brown and Dorothy Duffield
	Craig Renner and Tracy Dickerson

Team	Names of Ballot Scanner Operating Team
Scanner #1	Chris Malloy
Scanner #2	Gloria Riley
Scanner #3	Kevin Savoy
Scanner #4	Jashaun Munson
Scanner #5	Allen Prince
Scanner #6	Patricia Wade
Scanner #7	Nancy Svites
Scanner #8	Craig Renner
Scanner #9	Christine Saoud

Canvassing of Ballots

Mr. Hashagen made a motion to accept and approve the opening and tabulation of the ballots. Ms. Brown 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, another copy was posted on the wall near the entrance of the canvassing room.

**DAILY CANVASSING RESULTS**

Mail-In Ballot Canvass Statistics- Day 1	Number of Ballots
Total Ballots Presented	8577
Accepted Ballots	8571
Rejected Ballots	0
Ballots held for a Board of Canvassers Decision Meeting	6

**ADJOURNMENT**

The canvass was adjourned at 7:00pm. 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, November 16<sup>th</sup>, for the Provisional Canvass.

