

Charles Board of Canvassers
201 E. Charles St La Plata, MD 20646

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

ATTENDEES

Board of Canvassers:

Name	Position	Party
Jaqueline Gray	Chairman	Democrat
Norris Hanes	Secretary	Republican
Sharon L. Hancock	Member	Democrat
Norma Jean Gibson	Member	Republican
Melanie Boston-Holland	Member	Democrat
Karen Selby	Board Attorney	Democrat

Norris Hanes

LBE Staff:

Name	Position
Tracy A. Dickerson	Election Director II
Mary C. McDougal	Election Deputy Director II
D. Wade Beswick	IT Program Manager II
Alexandria Horn	Election Program Assistant II
Kevin Meador	IT Specialist I

Public:

Name	Organization (if applicable)
<u>Melissa Davis</u>	

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 10:00 a.m. on Friday, November 15, 2024 at 201 E Charles St. 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

CONFIRMATION OF OATH

Lisa Yates, the Clerk of the Court for Charles County, administered and recorded the oath of each member of the Board of Canvassers on October 10, 2024 at 10 a.m.

ANNOUNCEMENT OF OFFICERS

Charles Board of Canvassers
201 E. Charles St La Plata, MD 20646

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

At a meeting on October 10, 2024, the Board of Canvassers elected Jacqueline Gray as Chairman of the Board of Canvassers and Norris Hanes as Secretary.

PUBLIC NOTICE OF CANVASS

Director Dickerson noted that public notice of the mail-in ballot canvass was provided and that the notice was provided by email to the head of each Local Central Committee, State Central Committee, State Administrator and each board of education candidate on September 19, 2024. Notice was also posted on our web-site as well as our Facebook page

VERIFICATION OF THE SCANNING UNIT(S)

Director 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 October 9, 2024. Director Dickerson reported that the memory sticks created for this canvass were placed in the ballot scanners and sealed. Director Dickerson provided the Board of Canvassers with the results from the Logic and Accuracy Testing. Director 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.

Director Dickerson 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. Director Dickerson 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. Director Dickerson posted one copy of the Zero Report from the ballot scanners on the wall in the room where canvassing occurred. Director Dickerson printed a second copy of the Zero Report, which remained attached to the ballot scanners. The Board of Canvassers signed the Zero Report attached to the ballot scanners. Director 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

Director Dickerson explained the rules concerning public observation of the canvass. Director Dickerson 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

Charles Board of Canvassers
201 E. Charles St La Plata, MD 20646

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

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, 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 found 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.

Director Dickerson 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	Shawnecia Munson, Lorianne Bowman
Team #2	Natasha Janga, Joanne Vanwie
Team #3	Nancy Syvites, Lois Bowling
Team #4	Tracy Mattingly, Tammy Shoyeb
Team #5	Gloria Riley, Dorothy Duffield

Team	Names of Bi-Partisan Duplicating Team Members
Team #1	Michelle Mabry, Danna Thelen
Team #2	Stephanie Ramos-Santos, Christine Saoud

Team	Names of Ballot Scanner Operating Team
Team #1	Stephanie Ramos-Santos, Christine Saoud
Team #2	Shaleia Jamerson, Mark Hashagen, Natasha Janga

Charles Board of Canvassers
201 E. Charles St La Plata, MD 20646

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

Canvassing of Ballots

Member Hancock made a motion to accept and approve the opening and tabulation of the ballots. Member Boston-Holland seconded the motion, and the motion passed unanimously.

Challenges During Canvass

There were no challenges.

Canvass Closing

Shutting Down Scanners

After scanning all accepted mail-in ballots, Director Dickerson verified the total public count matched the number of ballots canvassed, locked the ballot scanners and shut them down without printing results.

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

DAILY CANVASSING STATISTICS

Director Dickerson announced the following statistics from the Mail-in Ballot Final Day Canvass:

Mail-in Canvass Statistics	Number of Ballots
Mail-in Ballots Presented	1,035
Mail-in Ballots Accepted	1,027
Rejected Mail-in Ballots	8

Federal Write-In Ballots	Number of Ballots
Total Ballots Presented	13
Accepted Ballots	5
Rejected Ballots	7

Director Dickerson 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

Director Dickerson announced the results from the entire mail-in ballot canvass.

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

Mail-In Ballot Canvass Statistics	Number of Ballots
A) Total Ballots Presented	12,387
B) Total Mail-in Ballots Presented	12,387
C) Total Provisional Ballots Presented (During Mail-in Ballot Canvass ONLY)	0
D) Total Ballots Accepted	12,347
E) Accepted in Full Provisional Ballots (During Mail-in Ballot Canvass ONLY)	0
F) Accepted in Part Provisional Ballots (During Mail-in Ballot Canvass ONLY)	0
G) Accepted Mail-in Ballots	12,347
H) Total Rejected Ballots	42
I) Rejected Provisional Ballots(During Mail-in Ballot Canvass ONLY)	0
J) Rejected Mail-in Ballots	42

Federal Write-In Ballots	Number of Ballots
Total Ballots Presented	13
Accepted Ballots	5
Rejected Ballots	7

VERIFICATION OF VOTE COUNT

Director Dickerson 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. Director Dickerson confirmed that all of the numbers matched.

Director Dickerson explained that a similar verification was performed on each ballot scanner used on the canvassing day randomly selected by the Board of Canvassers for the canvass. Staff manually added the Voting Results Reports printed from each ballot scanner used on the canvassing day randomly selected by the Board of Canvassers for the canvass and compared the manually added totals to a report printed from the election database for the canvass. Director Dickerson confirmed that all of the numbers matched.

Director Dickerson presented the Board of Canvassers with the verification results, and the Board of Canvassers reviewed the results. Chairman Gray made a motion to accept the verification results. Member Boston-Holland seconded the motion, and the motion passed unanimously.

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

POST ELECTION AUDITS

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

Director Dickerson 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 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. Director Dickerson confirmed that all of the numbers matched.

Director Dickerson 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. Director Dickerson confirmed that all of the numbers matched.

Director Dickerson 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. Director Dickerson confirmed that all of the numbers matched.

Director Dickerson 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. Director Dickerson 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

Director Dickerson explained that the post-election verifications and audits had and presented the Board of Canvassers with the election results. The Board of Canvassers reviewed the election results.

Chairman Gray made a motion to certify the results of the 2024 Presidential General Election. Secretary Hanes seconded the motion, and the motion passed unanimously.

Charles Board of Canvassers
201 E. Charles St La Plata, MD 20646

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

Director Dickerson presented the canvass sheets to the Board of Canvassers. Chairman Gray made a motion authorizing the Election Director to email canvass sheets to the President and Secretary and authorized them to sign the canvass sheets. Secretary Hanes seconded the motion, and the motion passed unanimously.

NEXT BOARD OF CANVASSERS' MEETING

If additional ballots are received, the Board of Canvassers will convene after the next meeting of the local board of elections. The next meeting is scheduled for December 3, 2024 at 201 E. Charles St La Plata, MD 20646.

ADJOURNMENT

The meeting was adjourned at 2:57pm.