

Howard County Board of Canvassers
9770 Patuxent Woods Dr. Suite 200
Columbia, MD 21046

April 13, 2012 – Minutes for 2nd Absentee Canvass & Certification of Results

ATTENDEES:

Board of Canvassers: Ann Balcerzak, President Democratic Party
Donna M. Thewes, Vice-President, Republican Party
Raymond M. Rankin, Democratic Substitute
Donna L. Rice, Democratic Substitute
Charles M. Coles, Jr., Republican Substitute

Michael S. Molinaro, Esq. Board Counsel

LBE Staff: Guy Mickley, Charlotte Davis, Walter Maddox

Public: None

Absent: Vivian L. Dixon, Board Secretary

DECLARATION OF QUORUM PRESENT

The meeting of the Board of Canvassers began at 10:10 am on Friday, April 13, 2012 at the Howard County Board of Elections training room 9770 Patuxent Woods Drive, Columbia, MD 21046. 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

Margaret Rappaport, the Clerk of the Court for Howard County, administered and recorded the oath of each member of the Board of Canvassers on March 19, 2012.

ELECTION OF OFFICERS

On April 5, 2012, the Board of Canvassers elected Ann M. Balcerzak as Chairman of the Board of Canvassers and Donna L. Thewes as Secretary.

PUBLIC NOTICE OF CANVASS

Ann M. Balcerzak noted that the public notice of the second absentee canvass was provided by mail and posting on the website.

VERIFICATION OF OPTICAL SCAN VOTING UNIT(S)

Walter Maddox presented documents to the Board of Canvassers showing that the optical scan voting unit being used in the canvass successfully passed Logic and Accuracy Testing on February 18, 2012. Walter Maddox reported that the memory card created for this canvass was

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placed in the optical scan voting unit and sealed. Walter Maddox provided the Board of Canvassers with the results from the Logic and Accuracy Testing. Walter noted the following information from Logic and Accuracy Testing documentation for each optical scan voting unit being used in the canvass:

Voting Unit Serial Number(s)	Seal Number(s)
30855	14-009970

Walter Maddox verified that the seal(s) on the optical scan voting unit(s) was/were intact, and recorded the optical scan voting unit's serial number and seal number.

Voting Unit Serial Number(s)	Seal Number(s)
30855	14-009970

Walter Maddox noted that the voting unit's serial number and seal number from Logic and Accuracy Testing matched the voting unit's serial number and seal number before the canvass began.

The Board of Canvassers confirmed that the count on the voting unit was/were zero. The Board of Canvassers posted one copy of the Zero Report from the voting unit on wall in room where canvassing occurred. Walter Maddox printed a second copy of the Zero Report, which remained attached to the voting unit. The Board of Canvassers signed the Zero Report attached to the voting unit(s).

CANVASSING

Overview of Canvass Process

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Guy Mickley explained the rules concerning public observation of the canvass, 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 teams in batches. Each team reviews the envelope first to determine whether it was timely received.

For timely received ballots, each team determines whether the voter signed the oath. After verifying that the oath is signed, each team opens the envelopes. With the envelope face down, each 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 team reviews the ballots for compliance and tabulating acceptability. Those timely ballots that are in compliance and can be read by the voting unit are referred to the Board of Canvassers for acceptance.

All other ballots are placed in a plain envelope, with the team number, ballot style or district and precinct, or other information identifying the group or unit to which the ballot belongs, and the reason(s) for the referral to the Board of Canvassers written on the envelope.

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

Guy Mickley explained the process to provide information to the Board of Canvassers or challenge a decision of the Board.

Canvass Participants

The members of the ballot processing, duplicating, and optical scan operating teams are listed below.

Team	Names of Bi-Partisan Ballot Processing Team Members
Team #1	Roy Smith and Justin Maddox
Team #2	Mattie Scriven and Phyllis West
Team #3	Janet Ferrell and Jeannette Superczynski
Team #4	Tiffany Ferrell and Nicole Shifflett
Team #5	James Warden and Carol Hart
Team #6	

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Team	Names of Bi-Partisan Duplicating Team Members
Team #1	Janet Ferrell and Jeannette Superczynski
Team #2	

Team	Names of Optical Scan Operating Team Members
Team #1	Walter Maddox and Guy Mickley
Team #2	

Canvassing of Absentee Ballots

Guy Mickley reported that, to preserve the secrecy of the ballot, five ballots of each ballot style were held back from the first absentee canvass and will be canvassed during this canvass. Absentee ballots were presented for canvassing at this canvass.

Charles Coles made a motion to accept and approve the opening and tabulation of the ballots. Raymond Rankin seconded the motion, and the motion passed unanimously.

Printing Canvass Results

After scanning all accepted absentee ballots, Walter Maddox locked the voting unit and printed an Election Results Report. The Board of Canvassers confirmed that the number of accepted ballots equaled the number of ballots counted by the optical scan voting unit(s). The Board of Canvassers signed the Election Results Report and posted a second copy of the report on wall in room where canvassing occurred.

RELEASE OF UNOFFICIAL RESULTS

Ann Balcerzak announced the results from the second absentee canvass. Ann Balcerzak announced the following statistics from the second absentee canvass:

Absentee Statistics	Number of Ballots
Total Absentee Ballots Presented at 2 nd Absentee Canvass	119
Accepted Ballots	114

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Rejected Ballots	5
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The Board voted to tally the vote at 10:15 am. The motion was made by Charles Cole and was seconded by Raymond Rankin.

VERIFICATION OF VOTE COUNT

Guy Mickley explained that staff manually added the Total Reports from each voting unit 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. Walter Maddox confirmed that all of the numbers matched.

Guy Mickley presented the Board of Canvassers with the verification results, and the Board of Canvassers reviewed the results. Charles Coles made a motion to accept the verification results. Raymond Rankin seconded the motion, and the motion passed unanimously.

CERTIFICATION OF ELECTION RESULTS

Guy Mickley presented the Board of Canvassers with the election results. The Board of Canvassers reviewed and signed the election results.

NEXT BOARD OF CANVASSERS' MEETING

If additional absentee ballots are received, the Board of Canvassers will convene on the next meeting of local board of elections. The next meeting is scheduled for April 23, 2012 at 4 pm at the Howard County Board of Elections.

ADJOURNMENT

The meeting was adjourned at 11:15 am.