

Howard County Board of Canvassers
8900 Columbia 100 Parkway, Columbia, MD 21045
November 14 2008 – 2nd Absentee Canvass Minutes

Board of Canvassers:

Ann M. Balcerzak, Esq. – Democratic Member, Chairman
Donna K. Thewes - Republican Member, Secretary
Raymond M. Rankin - Democratic Member
Charles M. Coles, Jr. – Republican Substitute Member
Donna L. Rice – Democratic Substitute Member
Michael S. Molinaro, Esq. - Board Attorney
Vivian L. Dixon – Board Secretary

LBE Staff:

Betty L. Nordaas – Election Director
Guy C. Mickley – Election Deputy Director
Walter Maddox – BOE Staff
Randy Clinton – BOE Staff
Carol Hart – BOE Staff
Margaret Frost – BOE Staff

Public:

Betsy Grater 10:00-11:15 AM
Allen Dyer 10:00-11:15 AM 2:40-3:57 PM
Diane Butler 3:25-3:57 PM
Amber Butler 3:25-3:57 PM
Andy Butler 3:25-3:57 PM

DECLARATION OF QUORUM PRESENT

The meeting of the Board of Canvassers began at 10:03 AM on Friday November 14, 2008 at Howard County Board of Election Office at 8900 Columbia 100 Parkway Columbia, Maryland 21045. 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, Clerk of the Court for Howard County, administered and recorded the oath to Members, Ann M. Balcerzak, Raymond M. Rankin, Donna K. Thewes and Substitute Members, Charles J. Coles, Jr. and Donna L. Rice, each as a member of the Board of Canvassers on October 27, 2008. Board Counsel, Michael S. Molinaro and Board Secretary, Vivian L. Dixon was also sworn-in on the same day.

ANNOUNCEMENT OF OFFICERS

On November 06, 2009, Ann K. Balcerzak was nominated as Canvass Board Chairman, and Donna K. Thewes, as Canvass Board Secretary.

PUBLIC NOTICE OF CANVASS

Ms. Balcerzak noted that public notice of the 2nd Absentee Ballot Canvass was given to the Democratic and Republican Central Committees, the media, posted in Election Office Lobby, on State and County website, and Board of Education candidates and unaffiliated candidates, were provided the same.

VERIFICATION OF OPTICAL SCAN VOTING UNIT(S)

Mr. Mickley noted the following information from the completion of the provisional canvass for each optical scan voting unit being used in the canvass:

Voting Unit Serial Number(s)	Seal Number(s)
0017776	14-014440
0017777	14-014439

The Board of Canvassers verified that the seals on the optical scan voting units were intact, and recorded the optical scan voting unit’s serial numbers and seal numbers.

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0017777	14-014439

Mr. Maddox noted that the voting unit(s) serial number(s) and seal number(s) from Logic and Accuracy Testing matched the voting unit(s) serial number(s) and seal number(s) before the first absentee canvass began.

Mr. Maddox printed Zero Reports from the optical scan units. The Board of Canvassers confirmed that all contests and candidates on the reports were zero and also confirmed that the counts on the voting units were zero. The Board of Canvassers posted one copy of the Zero Reports from the voting units on the wall in the room where the canvassing occurred. Mr. Maddox printed a second copy of the Zero Reports, which remained attached to the voting units. The Board of Canvassers signed the Zero Reports attached to the voting units.

CANVASSING

Overview of Canvass Process

Ms. Nordaas 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 envelope. 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 to which the ballot belongs, and the reason for the referral to the Board of Canvassers written on the envelope.

Ms. Nordaas 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 election district and precinct. At this canvass, the provisional ballot applications will be presented to the Board of Canvassers with a recommendation. The recommendations will be:

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 correct election district but incorrect precinct.
3. Reject provisional ballot application – recommend not counting the provisional ballot.

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

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

Ms. Nordaas 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	Sandra Robinson (Democrat), Jerry Kissel (Republican)
Team #2	Cynthia Dodgen (Democrat), Kathy Buckus (Republican)
Team #3	Jean Evansmore, (Democrat), Merrie Francis Miller (Republican)
Team #4	Janet Zerhusen (Democrat), Jan Smith (Republican)
Team #5	Monica Thomas (Democratic), Dorothy Bobart (Republican)
Team #6	Reginald Jefferies (Democrat), Guy Harriman (Republican)
Team #7	Martha Calabrese (Democrat), Veronica Lorentz (Republican)

Team	Names of Optical Scan Operating Team Members
Team #1	Walter Maddox, Guy Mickley, Randy Clinton

Canvassing of Absentee and Provisional Ballots

Ms. Nordaas 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.

Ms. Nordaas reported that 65 Provisional Ballots and 4570 Absentee Ballots will be presented for canvassing.

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

1. Ms. Nordaas presented 65 provisional ballots with the recommendation to accept 33 in full. The recommendation was based on the confirmation that each was submitted by a registered voter, and cast in the precinct where voter currently resides.

The Board unanimously voted to accept the recommendation and count the 33 ballots in full. The Board voted to reject 32 ballots in full, based on following codes: Code-1 (3), Code-2 (6), Code-3 (13) Code-5 (1), Code-6 (1), Code-7 (4), Code-8 (2), Code-9 (1) and Code-10 (1).

2. Ms. Nordaas presented 4570 absentee ballots with the recommendation to accept 4465 in full. The recommendation was based on staff’s confirmation that each ballot was cast by a registered voter, in the correct election district where the voter currently resides. The Board unanimously voted to accept the recommendation. The Board voted to reject 105

ballots, based on the following codes: Code-L (45), Code-M (5), Code-N (13), Code-B (8), Code-NABA (7), twenty-seven (27), Undeliverable.

Printing Canvass Results

After scanning all the accepted absentee ballots and accepted in-full and in-part Provisional Ballots, Mr. Maddox locked the voting units 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 units. The Board of Canvassers signed the Election Results Report, and posted a second copy on the Canvassing room door. Mr. Maddox recorded the unofficial count, turned the optical scan voting units off, and removed cards.

RELEASE OF UNOFFICIAL RESULTS

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

VERIFICATION OF VOTE COUNT

Absentee Statistics	Number of Ballots
Total Absentee Ballots Presented at 2 nd Absentee Canvass	4570
Accepted Ballots	4465
Rejected Ballots	105

Mr. Maddox 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. Mr. Maddox confirmed that all of the numbers matched.

Mr. Maddox presented the Board of Canvassers with the verification results, and the Board of Canvassers reviewed the results. Did someone make a motion to accept the verification results?

CERTIFICATION OF ELECTION RESULTS

Ms. Nordaas presented the Board of Canvassers with the election results. The Board of Canvassers reviewed and signed the election results.

NEXT BOARD OF CANVASSERS' MEETING

The Board of Canvassers will convene as needed before a regular Board Meeting to canvass any additional Absentee Ballots, received. The next meeting of the Board is scheduled for December 01, 2008 at 4:00 PM at 8900 Columbia 100 Parkway, Columbia, Maryland 21045.

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ADJOURNMENT

Mr. Coles' motion to adjourn, was seconded by Mr. Rankin, and unanimously approved.

The Board of Canvassers adjourned at 3:57 PM.

Respectfully Submitted,

Signed – May 12, 2009 .
Donna K. Thewes, Secretary

. Signed – May 12, 2009 .
Ann M. Balcerzak, Chairman
