

Carroll County Board of Canvassers 300 S Center St. Westminster, MD 21157	Date: Saturday, October 17-23, 2020 Canvass Meeting Minutes
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ATTENDEES

Board of Canvassers:

Name	Position	Party
Griffith Manahan	Chairman	Republican
John Woodley	Secretary	Republican
Laura O'Callaghan	Member	Democrat
Samuel Foster	Member	Democrat
Harvey Tegeler	Member	Republican
Jay Gullo	LBE Attorney	

LBE Staff:

Name	Position
Katherine Berry	Election Director II
Erin Perrone	Election Program Manager I
Kimberly Bullock Jones	Election Program IT Specialist II
Eduardo DeLima	Election Program IT Specialist II

All canvassers, 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 **Saturday, October 17, 2020** at **09:00AM**, at the Robert Moton Gym located in the same building as the Carroll County Board of Elections at 300 South Center Street, Westminster, Maryland. There was a quorum of the Board of Canvassers in-person, 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

Heather Dewees, the Clerk of the Court for Carroll County, administered and recorded the oath of each member of the Board of Canvassers on **Wednesday, September 16, 2020** during the in-person Board Meeting.

ELECTION OF OFFICERS

At a meeting on **Wednesday, September 16, 2020**, the Board of Canvassers elected Griffith Manahan as Chairman of the Board of Canvassers and John Woodley as Secretary.

PUBLIC NOTICE OF CANVASS

Katherine Berry noted that public notice of the vote by mail canvass was provided and that the notice was provided by email notice to the Republican and Democratic Central Committees, the State Board of Elections, on our website and social media accounts.

VERIFICATION OF BALLOT SCANNER(S)

Katherine Berry explained that, to verify the accuracy of the voting system, some mail in 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 mail in ballots to be hand counted is at least 1% of the number of mail in ballots cast in 2016 General Election. For this election, 50 mail in ballots will be hand counted. 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.

Katherine Berry 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 17, 2020**. Katherine Berry reported that the memory cards created for this canvass were placed in the ballot scanners and sealed. Katherine Berry provided the Board of Canvassers with the results from the Logic and Accuracy Testing. Katherine Berry 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.

Kimberly Jones and Eduardo DeLima 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. Kimberly Jones and Eduardo DeLima 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. Katherine Berry posted one copy of the Zero Report from the ballot scanners on the door of the entrance of the canvass room. Kimberly Jones and Eduardo DeLima printed a second copy of the Zero Report, which remained attached to the ballot scanners. The Chairman, Griffith Manahan and Secretary, John Woodley of the Board of Canvassers signed the Zero Report attached to the ballot scanners. Katherine Berry also confirmed that the ballot boxes were empty.

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

CANVASS OF BALLOTS

Overview of Canvass Process

Griffith Manahan explained the rules concerning public observation of the canvass, stating that due to the COVID-19 pandemic, and in accordance with the Governor's Proclamation of **April**

10, 2020 and current social distancing guidelines issued by the Centers for Disease Control, that all individuals must maintain a distance of six feet from each other and for every 200 square feet is one person. Ballots are distributed to the ballot processing canvassers in batches.

For timely received ballots, each canvasser determines whether the voter signed the oath. After verifying that the oath is signed, each canvasser opens the envelopes. With the envelope face down, each canvasser 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 canvasser reviews the ballots for compliance and tabulating acceptability.

Ballots that were web delivered or have other situation that require duplication onto a scannable ballot will be completed by a bi-partisan team of election judges. One election judge will make the proper selections using the ballot marking device and the other election judge will verify the selections made are correct. Each ballot will have a unique identifier to ensure all ballots that needed to be duplicated were in fact duplicated and counted.

Ballots that are not in compliance are placed in a plain envelope, with the canvasser's number, or other information identifying the canvasser to which the ballot belongs, and the reason(s) for the referral written on the envelope. The envelope with the ballots inside is referred to the Board of Canvassers for later review.

Griffith Manahan explained the process to provide information to the Board of Canvassers or challenge a decision of the Board.

Canvass Participants

The ballot processing, duplicating, and optical scan operating canvassers are listed in the table.

Saturday, October 17, 2020 9:00am-3:30pm – Opening/Separating ballot from envelope and duplicating web delivered ballots

Team Number	Name	Party
1	Monica Lemke/Paula Stonesifer	D/R
2	James Ebert/Jennie Jamison	D/R
3	David Johnson/Rodney Jamison	U/R
4	Dawn Meade/Robert McMonagle	D/R
5	Jean Lewis/Patricia Brink	D/R
6	Gail Riley/Marilyn Sawaya	D/R
7	Stacey Jones/Phillip Saghy	D/I
8	Pamela Malkin/Gerald Tarbell	D/U
9	Robert Caples/Marigene Sageman	D/R
10	Gary Green/Cynthia Hirshberg	D/U
11	Taylor Button/Elizabeth Gilberto	D/R
12	Andrew Demario/Diana Peters	D/R
13	Sueann Morris/Mary Zafares	D/R

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14	Diane Wilhide/Yvonne Staub	D/R
15	Marcia Heyman/Bonnie Woodrum	D/R
16	Theresa Lewis/Salvatore Formica	D/R
Helper	Jacqueline Slade	
Helper	Norma Bair	
Helper	Tracy Beavan	

Saturday, October 17 3:30pm-9:30pm – Opening/Separating ballot from envelope

Team Number	Name	Party
1	Andrew Burch/Paula Stonesifer	D/R
2	Gary Green/Jennie Jamison	D/R
3	Susan Molare/Rodney Jamison	D/R
4	Dawn Meade/Sandra Hohne	D/R
5	Bea Beaubien/Patricia Brink	D/R
6	Cynthia Beavers/Marilyn Sawaya	D/R
7	Elena Hodgkiss/Phillip Saghy	D/I
8	Cynthia Kessler/Donna Schott	D/R
9	Eleanor Shaw/Robert Kunze	D/R
10	Alexander Schmitt/Cynthia Hirshberg	D/R
11	Taylor Button/Rebecca Martin	D/R
12	Andrew Demario/Sherianne Woolman	D/R
13	Billie Munoz/Mary Zafares	D/R
14	Diane Wilhide/Ryan Kirkpatrick	D/U
15	Tamara Moeller/Bonnie Woodrum	D/R
16	Joy Sommers/Salvatore Formica	D/R

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Monday, October 19 9:00am -3:30pm – Scanning

Scanner #	Name
1	Robert McMonagle
2	Sally Long
3	Jennie Jamison
4	Rodney Jamison
5	Paula Stonesifer
6	Michelle Moreau
7	Diana Semelsberger
8	Rosemary Timboli

Monday, October 19 3:30pm-9:30pm – Scanning

Scanner #	Name
1	Wanda Cook
2	Pamela Malkin
3	Jennie Jamison
4	Linda Gosnell
5	Paula Stonesifer
6	Phillip Saghy
7	Marilyn Sawaya
8	Michelle Stevens

Friday, October 23, 2020 1:00pm-7:00pm – Opening/Separating ballot from envelope. Once completed, scanning occurred. Scanners indicated with *

Team Number	Name	Party
1	Monica Lemke/Paula Stonesifer	D/R
2	James Ebert/Rodney Jamison	D/R
3	Gary Green/Jennie Jamison	D/R
4	Joel Altman/Linda Gosnell	D/R
5	Rosalyn Altman/Marilyn Sawaya	D/R
6	Andrew Demario/Denise VanWingerden	D/R
7	Robert Caples/Marigene Sageman	D/R
8	Wendy Raith/Cynthia Hirshberg	D/U
9	Marty Hankins/Diana Semelsberger	D/R
10	Jean Lewis*/Mary Louise Poole*	D/R
11	Taylor Button*/Richard Simmons*	D/R
12	Marcia Heyman*/Phillip Saghy*	D/I
13	Jill Sargent*/Eric Helm*	D/R
Runner	Rosemary Trimboli	R
Runner	Robert McMonagle	R

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Canvassing of Ballots

Member	Action	Description
John Woodley	Motion - Initiated	On October 17, made a motion to accept and approve the opening and tabulation of the ballots.
Samuel Foster	Motion – Seconded	Seconded the motion.
BOARD VOTE	Motion - Passed	5 – 0
Observer Present	Sallie Taylor	Representing Delegate Dan Cox’s Office

Board of Canvassers’ Decision Meeting: Tuesday, October 20, 2020

The Board of Canvassers returned from recess at **04:00 PM** to review ballots that were referred from the canvassers.

The Board of Canvassers ruled on whether to accept or reject the referred ballots. Please see **Appendix-A** for detailed information of ballot decision results.

Printing Canvass Results

After scanning all accepted vote-by-mail ballots, Kimberly Jones and Eduardo DeLima locked the ballot scanner(s) and printed an Election Results Report. Katherine Berry confirmed that the number of accepted ballots did not equal the number of ballots counted by the ballot scanner(s).

Election Director/Staff	Action	Description
Katherine Berry	Voting Results Report	Signed report and attached it to the Zero Report
Katherine Berry	Results Embargoed	Confirmed results embargoed and secure until after 8PM on election day.
Katherine Berry	Ballot Count	Manual Ballots versus Scanned Ballots
Ballot Count Explanation: The manual ballot and scanned counts were not equivalent due to scanner jams.		

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

Daily Canvassing Results

2020 General Election Canvass Statistics- October 17, 2020	Number of Ballots
Total Ballots Presented	15,414
Accepted Ballots Scanned	15,389
Board Decisions	17
Ballot removed from canvass total because it was a primary ballot, not General. This reduced total ballots presented to 15,413	1
Received envelope with no ballot	7

2020 General Election Canvass Statistics- October 23, 2020	Number of Ballots
Total Ballots Presented	8,175
Accepted Ballots Scanned	8,174*
Rejected Ballots	0
Ballots that needed duplicated and scanned from October 17 because they were wrongly pulled for board decisions (add to total ballots presented)	9
Ballots removed from canvass for Board Decisions after October 23, 2020	7

Three more ballot scanned because of jam*

Recess for Continuance:

The board of canvassers recessed **Saturday, October 17, 2020** at **09:57AM** (**Motion:** Griffith Manahan, **2nd:** Harvey Tegeler, **Vote:** 5 to 0) and will reconvene on **Tuesday, October 20, 2020** at **04:00PM**. **Katherine Berry** recorded the public count, turned the optical scan ballot scanner(s) off, and affixed a seal. After October 20th's Board decision meeting, the Board recessed until **November 6, 2020 at 9:00AM**.