

Frederick County Board of Canvassers  
8490 Progress Drive, Frederick MD 21701

Friday, May 17, 2024-Mail-in Ballot Canvass  
Minutes- Final Canvass Day- Day 3

## ATTENDEES

Board of Canvassers:

Name	Position	Party
Mary Costello	Board Chairperson	Democratic
Nathaniel C.W. Wilson	Board Vice-Chairperson	Republican
Shirley McDonald	Board Secretary	Democratic
Michael Sowell	Board Member	Democratic
Ted Neeves	Board Member	Republican
Dan Loftus	Board Counsel	

LBE Staff (in person):

Name	Position
Barbara Wagner	Election Director
Anthony Gutierrez	Deputy Director
Tom Coogan	Program Manager
Dan Callahan	Voter Registration Supervisor
Marc Welch	Voting Ops Manager
Shakir Satterfield	Voting Ops Supervisor
Diane Zepp	Recording Secretary
Tracey Leef	MIB Team – Opener
Toni Beaird	MIB Team - Opener
Lisa Fazio	Ballot Tabulation
Bob Millard	DS850 Operator
Stanley Kumah	DS200 Operator
Daniqua Cunningham	DS200 Operator

Public [can be attached or placed here]

Name	Organization (if applicable)
Shelly Beaird-Francois	Frederick County Democratic Central Committee
Mari Lee	Frederick County Democratic Central Committee
Veronica Lowe	Self
Becky Thompson	Self
Ceoli Jacoby	Frederick News-Post

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

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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.

### **RECONVENING THE MEETING**

The mail-in ballot canvass reconvened on Friday, May 17, 2024, at 9:30 a.m. A quorum of the Board of Canvassers was present.

### **CONFIRMATION OF OATH**

Sandra Dalton, the Clerk of the Court for Frederick County, administered and recorded the oath of each member of the Board of Canvassers on Wednesday, March 6, 2024.

### **ANNOUNCEMENT OF OFFICERS**

At a meeting on Wednesday, March 6, 2024, the Board of Canvassers elected Mary Costello as Chairman of the Board of Canvassers, Nate Wilson as Vice-chair and Shirley McDonald as Secretary.

### **PUBLIC NOTICE OF CANVASS**

Election Director Barbara Wagner noted that public notice of the mail-in ballot canvass was provided on April 4, 2024 and that the notice was provided by posting at the Frederick County Board of Elections office; on the Board website; by transmittal to the Maryland State Election Administrator; to the chair of the Frederick County Democratic Central Committee; the Frederick County Republican Central Committee; and the non-partisan candidates running in the 2024 Primary election.

### **VERIFICATION OF THE SCANNING UNIT(S)**

Shakir Satterfield and Marc Welch presented documents to the Board of Canvassers showing that the ballot scanner(s) being used in the canvass successfully passed Logic and Accuracy Testing on May 17, 2024. Shakir Satterfield reported that the memory sticks(s) created for this canvass was/were placed in the ballot scanner(s) and sealed. Marc Welch provided the Board of Canvassers with the results from the Logic and Accuracy Testing. Shakir Satterfield and Marc Welch noted the Ballot Scanner Serial Number(s) and Seal Numbers from the Logic and Accuracy Testing documentation for each ballot scanner being used in the canvass.

Shakir Satterfield and Marc Welch verified that the seal(s) on the ballot scanner(s) was/were intact and recorded the scanner's serial number and seal number on the Scanning Unit Opening Integrity Report. Shakir Satterfield and Marc Welch noted that the ballot scanner('s/s') serial number(s) and seal number(s) from Logic and Accuracy Testing matched the ballot scanner('s/s') serial number(s) and seal number(s) before the canvass began.

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Shirley McDonald made a motion to open the polls on the DS200. Ted Neeves seconded the motion, and the motion passed unanimously.

Shirley McDonald made a motion to open the polls on DS850. Ted Neeves seconded the motion, and the motion passed unanimously.

The Board of Canvassers confirmed that the count(s) on the ballot scanner(s) was/were zero. Barbara Wagner posted one copy of the Zero Report from the ballot scanner(s) on exit door from Training Room. Shakir Satterfield and Marc Welch printed a second copy of the Zero Report, which remained attached to the ballot scanner(s). At the direction of the Board of Canvassers, all Board of Canvassers signed the Zero Report attached to the ballot scanner(s). Barbara Wagner 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

Barbara Wagner explained the rules concerning public observation of the canvass. Barbara Wagner 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 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/envelope, 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 in compliance and could be read by the ballot scanner were referred to the Board of Canvassers for acceptance.

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

Barbara Wagner 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	Jabbar Burke/Charles Brown
Team #2	Gloria Maser/Melanie Johnson
Team #3	Nancy Donovan/Pat Oliver
Team #4	Michele Draiss/Teresa Ledesma
Team #5	Katherine Jones/Mike Watterson
Team #6	Tanya Remsburg/Robert Bishop
Team #7	Grace Dobson/Joan Gerstner
Team #8	Brenda Bell/Adrian Draghici
Team #9	Susan Morgan Chandler/Mariah Johnson
Team #10	Tiffany Mosby Grant/Jane Huffer
Team #11	Jim Gibson/Megan Swank
Team #12	Gail Harris/Marylee Newman
Team #13	Mark Frey/Barb Christie
Team #14	Hank Rupprecht/Denise Wright
Team #15	Nancy Gameson/Marilyn Bishop
Team #16	Jenna Wolf/Sharon Hane
Team #17	Jennifer Goldin/Mike Rusk
Team #18	Elisa March/Scott Rowe
Team #19	Pat Rhodes/Gail Boggs
Team #20	Sheri Mayer/Faye Glover
Team #21	Pat Ray/Melanie Swank

Team	Names of Bi-Partisan Duplicating Team Members
Team #1	Dale Wolf/ Lisa Fazio

Team	Names of Ballot Scanner Operating Team
Team #1	Danique Cunningham/Stanley Kumah
Team #2	Bob Millard/Shakir Satterfield

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### Canvassing of Ballots

Ted Neeves made a motion to accept and approve the opening and tabulation of the ballots. Shirley McDonald seconded the motion, and the motion passed unanimously.

### **Challenges During Canvass**

Document any challenges brought forth in the canvass.

### **Canvass Closing**

#### Printing Canvass Results -

After scanning all accepted ballots, Shakir Satterfield locked the ballot scanner(s) and printed an Election Results Report. Shakir Satterfield confirmed that the number of accepted ballots equaled the number of ballots counted by the ballot scanner(s). Election Board Canvassers and Election staff signed the Voting Results Report and attached it to the Zero Report.

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

### **DAILY CANVASSING STATISTICS**

Mary Costello announced the results from the Mail-in Ballot Final Day Canvass. Mary Costello announced the following statistics from the Mail-in Ballot Final Day Canvass:

Mail-In Ballot Canvass Statistics- Day 3	Number of Ballots
Total Ballots Presented	2,500
Accepted Ballots	1,100
Accepted Ballots remaining to be scanned	1,399
Rejected Ballots	0
Ballots held over by the Board of Canvassers (if applicable)	1

Ted Neeves motioned to hold one ballot over to be cured. Shirley McDonald seconded the motion, motion passed unanimously.

Remaining 1,399 Accepted Ballots will be scanned at a later time.

### **RECESS**

The canvass recessed at 11:30 a.m. and will reconvene for Mail-in Ballot 2 Canvass on Friday, May 17, 2024, at 2:00 p.m. Shakir Satterfield recorded the public count, turned the scanner(s) off, and affixed a seal.