

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

Thursday, May 16, 2024 Post-Election Mail-in Ballot Canvass – Day 2

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
Madz Christopherson	VR Team – Opener
Lisa Fazio	Ballot Tabulation
Bob Millard	DS850 Operator
Stanley Kumah	DS200 Operator
Devin Bell	DS200 Operator

Public

Name	Organization (if applicable)
Winston Mann	Self

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

RECONVENING THE MEETING

The mail-in ballot canvass reconvened on May 16, 2024, at 10:00 a.m. A quorum of the Board of Canvassers was 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.

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 16, 2024. Shakir Satterfield reported that the memory sticks(s) created for this canvass was/were placed in the ballot scanner(s) and sealed. Shakir Satterfield 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. Ted Neeves made a motion to open the DS200 scanners. Shirley McDonald seconded the motion, and the motion passed unanimously.

Ted Neeves made a motion to open the DS850 scanners for canvassing. Shirley McDonald seconded the motion, and the motion passed unanimously.

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The Board of Canvassers confirmed that the count(s) on the ballot scanner(s) was/were zero. Diane Zepp posted one copy of the Zero Report from the ballot scanner(s) on the entrance/exit door to and from Training Room. Shakir Satterfield 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. This report was signed by all Board of Canvassers.

CANVASSING OF BALLOTS

Overview of Canvass Process

Barbara Wagner explained the rules concerning public observation of the canvass. Marc Welch 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.

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.

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Canvass Participants

Canvasser	Names of Ballot Processing Canvassing Teams
Team #1	Mike Rusk/Jennifer Goldin
Team #2	Pat Rhodes/Gail Boggs
Team #3	Katherine Jones/Mike Watterson
Team #4	Grace Dobson/Joan Gerstner
Team #5	Elisa March/Scott Rowe
Team #6	Sheri Mayer/Faye Glover
Team #7	Mark Frey/Barb Christie
Team #8	Nancy Gameson/Marilyn Bishop
Team #9	Hank Rupprecht/Denise Wright
Team #10	Pat Ray/Melanie Swank
Team #11	Tiffany/Jane Huffer
Team #12	Brenda Bell/Ray May
Team #13	Jeanna Wolf/Sharon Hane
Team #14	Jabaar Bruce/Charles Brown
Team #15	Gail Harris/Marylee Newman
Team #16	Susan Morgan Chandler/Mariah Johnson
Team #17	Jim Gibson/Megan Swank
Team #18	Tanya Remsburg/Robert Bishop
Team #19	Nancy Donovan/Pat Oliver
Team #20	Janice Hall/Teresa Ledesma
Team #21	Gloria Maser/Melanie Johnson moved from Duplication Team #1 at 2:10 p.m.

Team	Names of Bi-Partisan Duplicating Team Members
Team #1	Gloria Maser/Melanie Johnson moved to Team #21 at 2:10 p.m.
Team #2	Dale Wolf/Adrian Draghici

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

Canvassing of Ballots

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

Challenges During Canvass

Document any challenges brought forth in the canvass.

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Canvass Closing

After scanning all accepted mail-in ballots, Shakir Satterfield verified the total public count matched the amount of ballots canvassed, printed the results, locked the ballot scanner(s) and shut (it/them) down.

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

DAILY CANVASSING STATISTICS

Mail-In Ballot Canvass Statistics- Day 2	Number of Ballots
Total Ballots Presented	6,000
Accepted Ballots	5,999
Rejected Ballots	0
Ballots held over by the Board of Canvassers (if applicable)	1

RECESS

The canvass recessed at 7:38 p.m. and will reconvene on Friday, May 17, 2024, at 9:00 a.m. Shakir Satterfield recorded the public count, turned the scanner(s) off, and affixed a seal.