

Frederick County MD Board of Canvassers  
8490 Progress Dr, Frederick MD

Thursday, October 17, 2024 – Mail-in Ballot 1 Canvass, Day 2 - Minutes

**ATTENDEES**

Board of Canvassers:

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

LBE Staff (in person):

Name	Position
Barbara Wagner	Election Director
Anthony Gutierrez	Election Deputy Director
Tom Coogan	Election Program Manager
Marc Welch	Election Judge Supervisor
Diane Zepp	EPA II – Transcriber
Sarah McAleavy	Election Judge EPA II
Shakir Satterfield	Election Voting Operations Supervisor
Dan Callahan	Election VR/MIB Supervisor
Tracey Leaf	EPA I – MIB/Opening Team
Madz Christopherson	EPA I – Opening Team
Brian Blakesly	IIT
Lisa Fazio	Ballot Preparation
Stanley Kumah	DS200 Ballot Tabulation #1
Dani Cunningham	DS200 Ballot Tabulation #2
Tawain Anderson	DS200 Ballot Tabulation #3
Robert Millard	DS850 Operator
Melanie Swank	
Meghan Swank	
Kristin Nelson	System

Public [can be attached or placed here]

Name	Organization (if applicable)
NONE Present	

All canvassing teams, duplicating team members, and ballot scanner operating team members in attendance are listed under the Canvass Participants section below.

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## **DECLARATION OF QUORUM PRESENT**

The 2024 Presidential General Election Board of Canvassers for Frederick Maryland met at 10 a.m. on Thursday, October 17, 2024 in the Board of Elections office at 8490 Progress Dr, Frederick MD. In accordance with Election Law 11-301(d)) a quorum is present and at least one member of the Board of Canvassers who is a registered voter of the principal minority party is present (§ 11-301(g)).

## **CONFIRMATION OF OATH**

On Wed, Sept 11, 2024, Sandra Dalton, Clerk of the Frederick County MD Circuit Court, administered and recorded the oath of each board member. She administered the oath for the board counsel on Thursday, September 26.

## **ANNOUNCEMENT OF OFFICERS**

On March 6, 2024, the Board elected Mary Costello as President, Nate Wilson as Vice President and Shirley McDonald as Secretary for the 2024 Primary and General elections.

## **PUBLIC NOTICE OF CANVASS**

Public notice of the canvass was given on October 1, 2024, and posted at the Board of Elections Office and on our website.

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

Election Program Supervisor Shakir Satterfield 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 10 and September 12, 2024. He reported that the memory sticks created for this canvass were placed in the ballot scanners and sealed. He provided the Board of Canvassers with the results from the Logic and Accuracy Testing. He and Election Supervisor Marc Welch 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.

They verified that the seals on the ballot scanners were intact and recorded the scanner's serial number and seal number on the Scanning Unit Opening Integrity Report. They 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. Board President Mary Costello made a motion to open the DS850 machines and Board Member Ted Neeves seconded the motion. Motion carried unanimously.

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The Board of Canvassers confirmed that the counts on the ballot scanners were zero. Supervisor Welch posted one copy of the Zero Report from the ballot scanners on the door to Training Room. Supervisor Satterfield printed a second copy of the Zero Report, which remained attached to the ballot scanners. All Board members signed the Zero Report attached to the ballot scanners. Supervisor Satterfield and all Board Members also confirmed that the ballot boxes were empty.

President Costello asked for a motion to open DS200 machines 1 through 3. Board Member Neeves made the motion which Board Member Shirley McDonald seconded. Motion carried unanimously.

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

President Costello asked for a motion to open the polls. Board Member McDonald made a motion and Board Member Neeves seconded. Motion carried unanimously.

## **CANVASSING OF BALLOTS**

### Overview of Canvass Process

Election Director Barbara Wagner explained the rules concerning public observation of the canvass. She 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.

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 reasons 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.

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The Director explained the process to provide information to the Board or challenge a decision of the Board.

### Canvass Participants

Canvasser	Names of Ballot Processing Canvassing Teams
Team #1	James Gibson/Mike Rusk
Team #2	Gloria Maser/Gail Boggs
Team #3	Stacey White/Linda Hartman
Team #4	Susan Morgan-Chandler/Patricia Long-Young
Team #5	Pat Rhodes/Sharon Hane
Team #6	Jeana Wolf/Marylee Newman
Team #7	Karyn Spertzel/Joan Gerstner
Team #8	Teresa Bess/Ray May
Team #9	Laura Densock/Nathan Lewis
Team #10	Gail Harris/Barb Christie
Team #11	Mark Frey/Scott Rowe
Team #12	Elisa Marsh/Ed Bunyan

Team	Names of Bi-Partisan Duplicating Team Members
Team #1	Tiffany Mosby-Grant/Scott Rowe
Team #2	Dale Wolf/Ken Allen (Back-Benders)

Team	Names of Ballot Scanner Operating Team
Team #1	Stanley Kumah/Dani Cunningham/Taiwan Anderson
Team #2	Shakir Satterfield/Robert Millard

### Canvassing of Ballots

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

At 12:10 there was a bin swap at Scanner 2.

At 1:12 there was a bin swap at Scanner 1

At 1:16 there was a bin swap at Scanner 3

### **Challenges During Canvass**

There were no challenges brought forth in the canvass.

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### **Canvass Closing**

After scanning all accepted mail-in ballots, the board verified the total public count matched the amount of ballots canvassed, locked the ballot scanners and shut them down without printing results.

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

### **DAILY CANVASSING STATISTICS**

Mail-In Ballot 1 Canvass Statistics- Day 2	Number of Ballots
Total Ballots Presented	7,300
Accepted Ballots	7,293
Rejected Ballots	3
Ballots held over by the Board of Canvassers (if applicable)	0
Ballots to be Cured	4

### **RECESS**

Motion made by Board Member Neeves to recess day 2 of the Mail-in Ballot 1 Canvass and seconded by Board Member Michael Sowell. Motion passed unanimously. The canvass recessed at 6:00p.m. and will reconvene on Friday, October 18, 2024, at 9a.m. Supervisor Satterfield recorded the public count, turned the scanners off, and affixed a seal.