

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

Friday, November 8, 2024 – Mail-in Ballot 2 Canvass, Day 1 - 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
Stanley Kumah	DS200 Ballot Tabulation #1
Brian Blakesly	DS200 Ballot Tabulation #2 & IIT
Lisa Fazio	DS200 Ballot Tabulation #3 & Ballot Prep
Robert Millard	DS850 Operator
Melanie Swank	Ballot Prep
Meghan Swank	Ballot Prep
Kristin Nelson	System

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Public [can be attached or placed here]

Name	Organization (if applicable)
April Montgomery	Parrott Campaign
Deb Reynolds	FCDCC
Sarah Dreyer	Delaney for Congress
Annaston Cree	Delaney for Congress
Katie Teleky	US House of Representatives
J. Kevin McBride	OVFF
Heather Fletcher	OVFF/Self
Graham Cullen	Frederick News Post
Mari Lee	FCDP Chair
Joan Fundernich	April Delaney Campaign
Josh Bokee	Josh Bokee Campaign
Katie Marsh	Josh Bokee Campaign
Dan Lesho	Parrott Campaign
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

The 2024 Presidential General Election Board of Canvassers for Frederick Maryland met at 9 a.m. on Friday, November 8, 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.

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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 Program 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 Member Ted Neeves made a motion to open the DS850 machines and Board Member Shirley McDonald seconded the motion. Motion carried unanimously.

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. At the direction of the Board of Canvassers, all Board of Canvassers signed the Zero Report attached to the ballot scanners. Supervisor Satterfield and all Board of Canvassers also confirmed that the ballot boxes were empty.

Board Member Neeves made a motion to remove seals after verification and open DS200 machines 1 through 3. Board Member Shirley McDonald seconded the motion. Motion carried unanimously. All machines were opened with Zero reports printed and posted on the wall in the 3rd Floor Reception area to Training room.

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

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

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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.

The Director 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	James Gibson/Teresa Bess
Team #2	Nancy Gameson/Ray May
Team #3	Nancy Donovan/Linda Hartman
Team #4	Leslie Barkley/Mark Coblenz
Team #5	Pat Rhodes/Sharon Hane
Team #6	Patricia Culler/Nathan Lewis
Team #7	Karyn Spertzel/Joan Gerstner
Team #8	Mike Watterson/Stephanie McGovern
Team #9	Gloria Maser/Gail Boggs
Team #10	Gail Harris/Barb Christie
Team #11	Jan Hall/Amber Price
Team #12	Ed Bunyan/Mark Frey
Team #13	Michele Draiss/Charles Brown
Team #14	Sarah James/Pamela Holcomb
Team #15	Elisa Marsh/Faye Glover
Team #16	Katherine Jones/Marylee Newman

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Team #17	Tiffany Mosby-Grant/Scott Rowe
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Team	Names of Bi-Partisan Duplicating Team Members
Team #1	Ken Allen/Sam Purswell (Back-Benders)
Team #2	Megan Swank/Melanie Swank until 1 p.m. then Helen Johnson/Glynis Dalgarn

Team	Names of Ballot Scanner Operating Team
Team #1	Stanley Kumah/Robert Millard
Team #2	Brian Blakesly/Lisa Fazio

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 9:57 a.m. Scanner #2 had a paper jam. Board Member Sowell and Board Member Wilson confirmed that the public count was correct. Supervisor Welch removed the jam and reinserted the ballot with success.

Manual Audit for DS850 was started at 10:38 a.m. with Board President Mary Costello and Board Member Wilson present.

Board holding one ballot for Board Counsel review at 11:41 a.m. Postmark issue where MD Voters shows received 11/5. Board decided to accept after research shows PM9L stands for Postmark 9L which identifies the machine that the ballot went through at the post office. Will remain in Hold status until next day batch.

The Director, with approval from the Board, introduced 1,200 web ballots. Motion was made by Board Member Neeves and seconded by Board Member McDonald. All were in favor.

At 1:05 p.m. there was a ballot jam on Scanner #2 with an unaccounted ballot. Board Member Neeves and Board Member Sowell observed the fix and ballot being properly counted.

At 1:30 p.m. there was a ballot jam on Scanner #3 with an unaccounted ballot. Board Member Neeves and Michael Sowell observed the fix and ballot being properly counted.

Scanner #1 and Scanner #2 had ballot bin swaps at 1:34 p.m. and 1:36 respectively. Board Member Neeves and Board Member Sowell observed the process and verification of seals.

Scanner # 3 had a ballot jam at 2:06 p.m. with an unaccounted ballot. Board President Costello and Board Member Wilson observed the fix and ballot being properly counted.

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A FWAB was received in Batch # 742 (Team #6) at 2:35 p.m. with web delivery. Board will hold over for tracking # 759832661 to see if original ballot is received by next Friday.

A web ballot has been sent to be Cured from Batch #812 at 3:15 p.m. for no Oath in envelope.

Two FWABs were received in Batch #750 (Team #2) at 4:10 p.m. with web deliveries. Board will hold over for tracking # 760397846 and # 760384030 to see if their original ballot is received by next Friday.

A web ballot has been sent to be Cured from Batch #759 at 4:21 p.m. for no Oath in envelope.

A web ballot has been sent to be Cured from Batch #789 at 4:30 p.m. for no Oath in envelope.

A web ballot has been sent to be Cured from Batch #636 at 5:02 p.m. for no Oath in envelope.

A web ballot has been sent to be Cured from Batch #678 at 5:12 p.m. for no Oath in envelope.

A web ballot has been sent to be Cured from Batch #644 at 5:14 p.m. for no Oath in envelope.

Challenges During Canvass

There were no challenges brought forth in the canvass.

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 2 Canvass Statistics- Day 1	Number of Ballots
Total Ballots Presented – 6,000 regular ballots plus 1,200 web delivery	7,200
Accepted Ballots	7,190
Rejected Ballots	0
Ballots held over by the Board of Canvassers (if applicable)	4
Ballots to be Cured	6

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RECESS

Motion made by Board Member Neeves to recess day 1 of the Mail-in Ballot 2 Canvass and seconded by Board Member McDonald. Motion passed unanimously. The canvass recessed at 6:12 p.m. and will reconvene on Saturday, November 9, 2024, at 10 a.m. Supervisor Satterfield recorded the public count, turned the scanners off, and affixed a seal.