

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

Thursday, November 7, 2024 – Mail-in Ballot 1 Canvass, Day 4 - 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
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
Lisa Fazio	Ballot Preparation
Brian Blakesly	DS200 Ballot Tabulation #1 & IIT
Melanie Swank	DS200 Ballot Tabulation #2
Stanley Kumah	DS200 Ballot Tabulation #3
Robert Millard	DS850 Operator
Meghan Swank	Floater
Kristin Nelson	System

Thursday, November 7, 2024 – Mail-in Ballot 1 Canvass, Day 4 - Minutes

Public [can be attached or placed here]

Name	Organization (if applicable)
Patrick Murray	Delaney Campaign
Sonny Holden	Delaney Campaign
Kate Amara	WBAL-TV
April Montgomery	Parrott Campaign
Stephen Montgomery	Self
Katie Teleky	US House of Representatives
Jonathan Glaser	US House of Representatives
Marc Weinberg	Democratic Central Committee
Susan J. McConnell	Self
Janie Monier	Self
J. Violet Williams	Janie Monier Campaign
Ceoli Jacoby	Frederick New Post
Chris Reyes	WBAL-TV
Pam Ciliberti	RCRCC
Ric Dugon	FNP Photographer
John Ru	April Delaney Campaign
Mari Lee	Frederick County Democratic Party Chair
Kelly Foster	Self
Rohit Tallapragada	Democratic Congressional Campaign Committee
Shelly Beaird Francas	Frederick Democratic Central Committee

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

Convened at 10 a.m. Conducted the Pledge of Allegiance. Mary Costello announced to go recess due to SBE report not complete in order to proceed to canvassing.

DECLARATION OF QUORUM PRESENT

The 2024 Presidential General Election Board of Canvassers for Frederick Maryland met at 10:21 a.m. on Thursday, November 7, 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)).

Thursday, November 7, 2024 – Mail-in Ballot 1 Canvass, Day 4 - Minutes

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.

SELECTION OF POST-ELECTION AUDIT EARLY VOTING CENTER

Board member Michael Sowell chose Middletown VFD Activities Building (EV-4) Early Voting Center for our post-election audit.

Staff presented 10,000 Mail-in ballots to Board of Canvassers at 10:25 a.m. Motion to preside with opening the Mail-in Ballot bins to be opened for canvassers by Shirley McDonald. Ted Neeves seconded with the motion being passed unanimously.

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.

Thursday, November 7, 2024 – Mail-in Ballot 1 Canvass, Day 4 - Minutes

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

Board Member McDonald made a motion to enter the login information to open the DS850 process. Board Member Neeves seconded the motion. Motion carried unanimously.

Board Member McDonald made a motion to open DS200 machines #1 through #3 for tabulation, print zero reports and open polls. Board Member Neeves seconded. 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 wall 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.

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 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.

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

Thursday, November 7, 2024 – Mail-in Ballot 1 Canvass, Day 4 - Minutes

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/Mike Rusk
Team #2	Nancy Gameson/Ray
Team #3	Nancy Donovan/Linda Hartman
Team #4	Teresa Bess/Mark Coblentz
Team #5	Pat Rhodes/Sharon Hane
Team #6	Laura Densock/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	Pat Ray/Marylee Newman
Team #12	Ed Bunyan/Mark Frey
Team #13	Michelle Draiss/Kathy May
Team #14	Sarah James/Pamela Holcomb
Team #15	Elisa Marsh/Faye Glover
Team #16	Jan Hall/Amber Price

Team	Names of Bi-Partisan Duplicating Team Members
Team #1	Tiffany Mosby-Grant/Scott Rowe

Team	Back Benders
Team #1	Sam Purswell/Ken Allen/Patricia Culler
Team #2	Patricia Culler/Lisa Fazio

Team	Names of Ballot Scanner Operating Team
Team #1	Brian Blakesly
Team #2	Melanie Swank
Team #3	Stanley Kumah

Thursday, November 7, 2024 – Mail-in Ballot 1 Canvass, Day 4 - Minutes

Canvassing of Ballots

At 3:35 p.m. there was a bin swap at Scanner 2 motion by Board Member Michael Sowell and seconded by Board Member Nate Wilson. Motion carried unanimously.

There was one ballot that was rejected due to not verifying. However, noted voter's last name was incorrect in system with a notation from voter on envelope. Upon correction we were able to verify.

At 4:13 p.m. there was a bin swap at Scanner 3 motion by Board Member Sowell and seconded by Board Member Wilson. Motion carried unanimously. At 4:17 p.m. there was a bin swap at Scanner 1 motion by Board Member Sowell and seconded by Board Member Wilson. Motion carried unanimously.

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 1 Canvass Statistics - Day 4 - Mail-In Ballot	Number of Ballots
Total Ballots Presented	10,000
Accepted Ballots	9,996
Rejected Ballots	0
Ballots held over by the Board of Canvassers (if applicable)	0
Ballots to be Cured	4

RECESS

Motion made by Board Member Neeves to close down the DS850 and all three DS200s on day 4 of the Mail-in Ballot 1 Canvass and seconded by Board Member McDonald. Motion passed unanimously. The canvass adjourned at 7:05 p.m. The Board will meet on Friday, November 7, 2024, at 9 a.m. to begin the Mail-In Ballot 2 Canvass. Supervisor Satterfield recorded the public count, turned the scanners off, and affixed a seal.