

APPROVED

December 7, 2016

MEETING OF THE MONTGOMERY COUNTY BOARD OF CANVASSERS

18753-210 North Frederick Avenue, Gaithersburg, Maryland

In Attendance:

Board Members:

Jim Shalleck, President  
Nahid Khozeimeh, Vice President  
Mary Ann Keeffe, Secretary  
Alexander Vincent  
David Naimon  
Jacqueline Phillips  
Graciela Rivera-Oven

Staff:

Margaret Jurgensen, Election Director  
Alysoun McLaughlin, Deputy Director  
Lisa Merino, Office Services Coordinator  
Marjorie Roher, Management and Budget Specialist III  
Janet Ross, Information Technology Manager  
Christine Rzeszut, Operations Manager  
Jessica White, Voter Services Manager  
Leslie Woods, Election Judge Coordinator

Board Counsel:

Kevin Karpinski

Guests:

Nancy Farrar  
Dolly Kildee  
Barbara Sanders  
Michael Subin

Audio of the minutes can be found at the link below.

<https://youtu.be/ZTqq5Qkb-Rs>

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## **Convene as Board of Canvassers and Declare a Quorum Present**

Mr. Shalleck called the Board Meeting to order and declared a quorum present at 2:30 p.m. He explained that the Board would be convening first as the Board of Canvassers and then as the Board of Elections. Ms. Jurgensen noted that at least one member was present of the principal minority party.

## **Untimely Ballots**

Ms. Jurgensen presented ballots received and forwarded by the State Board of Elections and ballots received directly by the Montgomery County Board of Elections after November 21. Ms. Keeffe moved to reject the ballots received as untimely. The motion was seconded by Mr. Vincent and carried unanimously.

\*\*\* Mr. Naimon arrived at 2:31 p.m. \*\*\*

## **Certification and Audit of Election**

Ms. Jurgensen explained that staff conducted several post-election verifications. She indicated that all required documents had been submitted to the State Board of Elections and reported on the specific findings for each category of the Comprehensive Audit required by the Maryland State Board of Elections: Voting System Overview, Voter Registration Operations, Polling Place Operations, and the Canvass Audit. She also reported on the timing of Election Results reporting, the addition of extra scanners to address potential lines, and the ballot audit by Clear Ballot (see attachment A).

Ms. Jurgensen and Ms. McLaughlin explained the ballot accounting paperwork requirement and the errors made by Election Judges.

Mrs. Ross reviewed the precinct audit procedures and results.

Ms. Ross explained the process for the Clear Ballot audit. Discussion ensued about the Clear Ballot audit and staff explained that the variances found had not been investigated prior to certification because they were within the allowable margin.

\*\*\* Ms. Phillips arrived at 2:41 p.m. \*\*\*

\*\*\* Mrs. Khozeimeh arrived at 2:43 p.m. \*\*\*

The Board members briefly discussed the clear ballot process and ballot tabulation. Ms. Jurgensen presented a Presidential General Election turnout comparison (see attachment). The Board members briefly discussed the graph and the increased share of voter turnout during early voting. Ms. Jurgensen stated that a wait time report is being compiled as well as sectional reports that will be presented throughout the next few Board meetings.

Mrs. Khozeimeh moved to certify the 2016 Presidential General Election. The motion was seconded by Mr. Vincent and carried unanimously.

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Mrs. Khozeimeh moved to direct the Board President and Board Secretary to sign off on the certification documents. The motion was seconded by Mr. Vincent and carried unanimously.

**Adjournment**

Ms. Khozeimeh moved to adjourn the Board of Canvassers. The motion was seconded by Ms. Keeffe and carried unanimously. The Board of Canvassers meeting adjourned at 3:08 p.m.

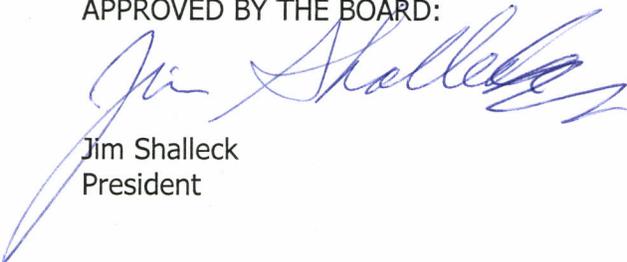
The Board President, Mr. Shalleck, and the Board Secretary, Ms. Keeffe, signed the certification documents.

Respectfully Submitted,



Lisa Merino  
Office Services Coordinator

APPROVED BY THE BOARD:



Jim Shalleck  
President

James F. Shalleck  
*President*  
 Nahid Khozeimeh  
*Vice President*  
 Mary Ann Keeffe  
*Secretary*  
 Alexander C. Vincent  
*Member*  
 David Naimon  
*Member*  
 Graciela Rivera-Oven  
*Substitute Member*  
 Jacqueline Phillips  
*Substitute Member*



**Montgomery County  
 Board of Elections**  
 Post Office Box 4333  
 Rockville, Maryland 20849-4333

Margaret A. Jurgensen  
*Election Director*  
 Alysoun McLaughlin  
*Deputy Election Director*  
 Janet A. Ross  
*Senior Information  
 Technology Specialist*  
 C. Jessica White  
*Voter Services Program  
 Manager*  
 N. Christine Rzeszut  
*Operations Manager*  
 Kevin Karpinski  
*Counsel*

December 7, 2016

To: Montgomery County Board of Canvassers

From: Margaret Jurgensen, Election Director

Subject: Certification and Audit of the 2016 Presidential General Election of November 8, 2016.

**Voting System Overview**

- A. Logic and Accuracy Testing  
 Conducted and testing materials submitted to Maryland State Board of Elections (SBE) by November 7, 2016.
- B. Voting Unit/Poll Book Allocation  
 Prepared November 11, 2015 and amended July 24, August 18 and final allocation submitted October 13, 2016. This was amended to address the additional scanners for the polling places on Election Day.
- C. On Time Opening  
 All Early Voting Centers opened on time each day.  
  
 All polling places opened on time.
- D. Voting System Verification  
 100% verification was conducted between November 10 and 12, 2016, and submitted to SBE on November 14, 2016.

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 elections@montgomerycountymd.gov • www.777vote.org

## Voter Registration Operations

- A. Comprehensive monthly audits of the voter files was conducted and submitted monthly as required by the SBE and Legislative Audit Services.

## Polling Place Operations

- A. Election Judge Training was conducted in accordance to the training materials and software provided by SBE. Training commenced on August 27, 2016 and concluded November 6, 2016. Training materials developed from Maryland State Board of Elections Election Judge Manual included; training video to cover duties, job guides, checklists and Quick Start Manual. Video used in the training to ensure the training message would be covered consistently at every class. Separate training for Early Voting Election Judges and Same Day Voter Registration classes held beginning in October 2016.
- B. Polling Place Evaluations  
Conducted during Early Voting and on Election Day and submission will be by January 8, 2017. Early Voting Evaluations have been submitted.
- C. Accessibility  
All polling places met accessibility requirements in accordance to COMAR.
- D. Ballot Accountability  
All polling places completion rate was 97% with the ballot accountability forms Precinct 10-12. The precinct 10-12 did complete the ballot accountability for provisional ballots but no form was completed for Election Day standard ballots, as an example.

## Canvass Audit

- A. Precinct Audit completed
- B. Absentee Audit completed
- C. Provisional Audit – completed
- D. Reviewed and explained to the Board of Canvassers

## Election Results Reporting

### A. Regional Upload Sites

Election results reporting to public and media were as follows:

9:35 p.m. – 41.95%

10:48 p.m. - 88.39%

11:03 p.m. – 91.76%

11:24 p.m. – 98.13%

11:43 p.m. – All votes reported from Early Voting and Election Day

## Scanner Enhancement

- A. The addition of the extra scanners addressed a potential long line of voters at the polls the day of the election. A preliminary review of only the audit precincts depicts an average wait time at peak voting hour of less than 30 minutes. Staff will review the data now that the audit data has been completed for certification.

## Ballot Audit by Clear Ballot

- A. The County completed and met the threshold.

## Certification

- A. Motion to certify - passed

- B. Motion to direct the Chair and Secretary to sign certification. –  
passed
- C. Faxed to State Board of Elections on December 7, 2016.

# Presidential General Election Turnout Comparison

