



BUNCOMBE COUNTY ELECTION SERVICES

BUNCOMBE COUNTY BOARD OF ELECTIONS

Board Meeting Agenda

Tuesday September 8, 2020

5:00 pm

Welcome of Visitors

- I. Approval of minutes
- II. Office updates
- III. MAT team appointments
- IV. Approval of Polling Location Change
- V. Approval of updated Board Meeting Schedule
- VI. Discuss absentee review process

Buncombe County Board of Elections

Meeting Minutes

September 8, 2020

Opening

The scheduled meeting of the Buncombe County Board of Elections was called to order at 5:03 pm September 8, 2020 at 77 McDowell Street, Asheville, NC 28801. A copy of the agenda is attached.

In response to the COVID-19 pandemic and NC Stay at Home Order, the board meeting was held with limited in-person Board members and staff. Members of the public and additional staff were invited to attend virtually using Microsoft Teams. Directions on how to attend this virtual meeting are provided to the public on the Buncombe BOE website.

Present

Board Members-

BOE Staff-

Jake Quinn, Chairman (in person)

Corinne Duncan, Director (in person)

Linda Block (in person)

Kevin Roberts, Administrative Technician

Stephen G. Duncan (in person)

(in person)

Elizabeth Newman (virtual)

Kaylea Noce, Absentee & Training

Jay Watson (in person)

Specialist (in person)

Visitors-

Devin Whitney, Elections Technical

7 virtual guests

Specialist (in person)

Gregory Parlier (in person)

Emma Rose Trautmann-Galloway (in

person)

Welcome Visitors and Introduction of Remote Meeting Features

Chairman Jake Quinn welcomed virtual guests.

Item One – Approval of Minutes

Chairman Quinn deferred the approval of August 18, 2020 minutes to the next board meeting.

Item Two – Office Updates

Director Duncan gave the following updates:

- There are about 35,000 absentee ballot requests in Buncombe County to date. 11,000 ballots were sent out to voters on Friday and voters began receiving them Saturday.

- Volunteers continue to prepare ballot mailings daily and it is estimated that about 5,000 ballots can be mailed out each day.
- September 8 was the first day the office began receiving returned absentee by mail ballots from voters. The office received 25 UOCAVA ballots, 4 ballots returned by USPS mail and 260 ballots returned to the office in person.
- Early voting estimated that they would need 275 people to fill all of the precincts and all of those slots have been filled. A total of 606 people will be needed to fill Election Day slots, 40 are still needed. Most of those slots will need to be filled by REP or UNA voters.
- The office continues to work on emergency preparation plans.
- CARES Act and HAVA funds have been officially added to the BOE budget.
- County business plans and department head goals are being developed.

Item Three – MAT team appointments

- Staff member Noce recapped the responsibilities of the Multi-partisan Assistance Team (MAT), and provided the board with a list of names suggested for approval, five DEMs and two UNAs.
- Staff member Noce noted that she has received positive feedback from facilities about past MAT visits.

Chairman Quinn moved to approve the seven names presented to serve on the MATs. Board member Watson seconded, and the Board unanimously approved.

Item Four – Approval of Polling Location Change

- Staff member Roberts introduced the change of a polling location for precinct 20.1 from 200 College St (out of precinct) to St Luke's Episcopal Church (in precinct). St Luke's is located on Chunns Cove Rd.
- The new polling location includes a large parking lot, paved handicap parking spots, a spacious room for voting and a kitchen for the poll workers.
- Staff member Roberts also informed the board that all 80 polling locations have been surveyed and he does not foresee any further changes.

Chairman Quinn moved to approve the change of polling location from 200 College St to St Luke's Episcopal Church at 219 Chunns Cove Rd. Board member Watson seconded, and the board unanimously approved.

Item Five – Approval of Updated Board Meeting Schedule

- Director Duncan presented the board with an updated board meeting schedule that adds three additional meetings. The dates of those meetings will be Tuesday, September 15 at

5pm; Thursday, October 8 at 5pm and Friday, October 30 at 5pm. All of these meetings will be open to the public.

- Director Duncan included in the update that early voting machine testing will be separate from Election Day machine testing to accommodate early voting site setup. Early voting machine testing will take place on Tuesday October 6 at 5pm. Election Day machine testing will take place on Tuesday October 13 at 5pm.

Chairman Quinn moved to approve the change of board meeting schedule. Board member Watson seconded, and the board unanimously approved.

Item Six – Discuss Absentee Review Process.

- Previously the largest number of absentee by mail requests the board has reviewed in one meeting was 400. Director Duncan estimates that around 5,000 requests will have to be processed in each meeting for this election. It takes about one hour to scan 1,000 ballots.
- The review process will go as follows:
 - A bi-partisan staff team will review all returned absentee by mail requests and sort them for suggested approval, rejection with reason given, and requests to be presented to the board for individual review.
 - Once the board has made determinations, the approved ballots will be opened and scanned.
 - Director Duncan is seeking clarification from the State Board of Elections on whether the board must be present for the scanning process.
 - While the focus of the board will be on ballots needing individual review, the board will have access to all ballots for inspection.
- Director Duncan referred to SBOE numbered memo 2020-19 and ensured that staff scans for indications that someone other than the voter made the signature. The numbered memo clarified that missing signatures can be cured by affidavit. If an absentee by mail voter fails to properly fill out the absentee return envelope, a letter explaining how to correct the issue is sent to the voter. This can include a new ballot or a missing signature affidavit.
- In response to concerns about electronic signatures not matching those of the voters, Director Duncan clarified that electronic signatures can appear on request forms but not on ballot return envelopes themselves.
- Director Duncan noted that duplicating teams will not be provided with a microphone.
- Director Duncan assured the public that all of the voting methods this year will be COVID-safe.
- Director Duncan clarified that the term “absentee” includes early voting and absentee by mail and reviewed the auditing process for both. Election Services tracks how many ballots have been sent out and how many are returned.
 - As soon as an absentee by mail ballot is checked in the voter is marked as voted.


- After November 3 there are ten days of canvass auditing that happen before results are certified by the State Board of Elections.
- Director Duncan and Staff member Noce both highlighted the fact that sample ballots are now available on the BOE website. They are available online as well as at the office or by calling our office to have one sent by mail. Any voter can bring a sample ballot into the voting booth at early voting or Election Day voting location. Being prepared will reduce time spent in a voting location.

Public Comments Were Addressed

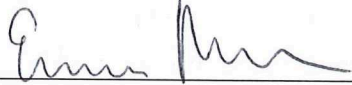
The meeting adjourned at 6:00 pm. The next meeting will be 5:00 pm on September 15, 2020, at 77 McDowell Street, Asheville, NC 28801.

Minutes submitted by: Emma Rose Trautmann-Galloway

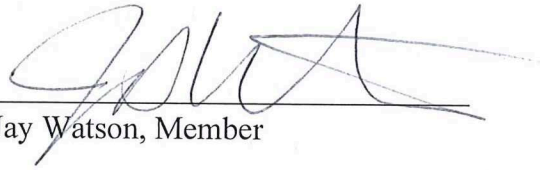
Approved by:




Jake Quinn, Chairman




Elizabeth Newman, Secretary



Jay Watson, Member



Stephen G. Duncan, Member



Linda Block, Member

RESOLUTION 09082020A

MOVING LOCATION OF BUNCOMBE COUNTY PRECINCT 20.1

WHEREAS, the current voting location for Precinct 20.1 is the County Administration Building, 200 College Street, Asheville; and,

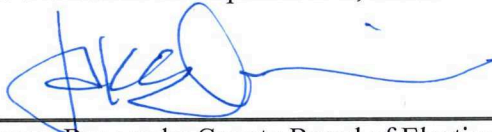
WHEREAS, North Carolina General Statute 163-128 provides that a county board of election shall have power from time to time, by resolution, to establish, alter, discontinue, or create such new election precincts or voting places as it may deem expedient; and,

WHEREAS, the county board's proposal is subject to approval by the Executive Director of the State Board of Elections.

NOW, THEREFORE BE IT RESOLVED by the Buncombe County Board of Elections as follows:

1. That pursuant to North Carolina General Statutes 163-128, voting for Precinct 20.1 will cease to occur at the County Administration Building; and,
2. That pursuant to North Carolina General Statutes 163-128, St. Luke's Episcopal Church, 219 Chunns Cove Rd, Asheville, will be the new voting location for Precinct 20.1; and,
3. That all notice requirements of North Carolina General Statutes 163 shall be met.

THIS RESOLUTION shall be effective upon the date of its signing by the Board's Chairperson and dispatched to the State Board of Elections as consideration for the Board's decision on September 8, 2020.



Chairman, Buncombe County Board of Elections

Buncombe County Election Services 2020 Board Meeting General Schedule

*All public meetings conducted by the Buncombe County Board of
Elections are held at
77 McDowell Street, Asheville, NC 28801*

Schedule of Meetings: (Subject to changes)

Tuesday September 15th @ 5:00pm

Absentee Meeting

Allowed by G.S. 163A-1308 (f) / 163-230.1(c1)*

Tuesday, September 22nd @ 5:00pm

Absentee Meeting

Allowed by G.S. 163A-1308 (f) / 163-230.1(c1)*

Tuesday, September 29th @ 5:00pm**

Absentee Meeting

Allowed by G.S. 163A-1308 (f) / 163-230.1(c1)*

Tuesday, October 6th @ 5:00pm**

Absentee Meeting & EV Machine Testing

Allowed by G.S. 163A-1308 (f) / 163-230.1(c1)*

Thursday, October 8th @ 5:00pm**

Absentee Meeting

Allowed by G.S. 163A-1308 (f) / 163-230.1(c1)*

Tuesday, October 13th @ 5:00pm**

Absentee Meeting & ED Machine Testing

G.S. 163A-1308 (f) / 163-230.1(c1)*

Tuesday, October 20th @ 5:00pm**

Absentee Meeting

G.S. 163A-1308 (f) / 163-230.1(c1)*

Thursday, October 22nd @ 5:00pm

Absentee Meeting

Allowed by G.S. 163A-1308 (f) / 163-230.1(c1)*

Tuesday, October 27th @ 5:00pm**

Absentee Meeting

G.S. 163A-1308 (f) / 163-230.1(c1)*

Thursday, October 29th @ 5:00pm

Absentee Meeting

Allowed by G.S. 163A-1308 (f) / 163-230.1(c1)*

Friday, October 30th @ 5:00pm

Absentee Meeting

Allowed by G.S. 163A-1308 (f) / 163-230.1(c1)*

Saturday, October 31st @ 3:00pm**

Absentee Meeting – Close of One Stop

G.S. 163A-1311 / 163-232*

Tuesday, November 3rd @ 6:30am – 7:30pm**

General Election Day

Tuesday, November 3rd @ 2:00pm**

Counting of Absentee Ballots

G.S. 163A-1315(2) / 163-234*

Friday, November 6th @ 5:30pm**

Supplemental List of Executed Absentee Ballots

G.S. 163A-1312 (a) / 163-232.1*

Thursday, November 12th @ 5:30pm

Provisional Ballots

G.S. 163A-1169 (a) (4) / 163-182.2*

(Continued on back)

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**Old law G.S.163A now back to G.S.163*

***Statutory Meetings G.S.163 and HB 1169*

Schedule of Meetings: (Subject to changes)

Friday, November 13th @ 9:00am

Provisional Ballots

UOCAVA Supplemental Ballots to follow

G.S. 163A-1346 (a) / 163-258.12*

Friday, November 13th @ 11:00am**

Canvass

G.S. 163A-1172 / 163-182.5*

**Old law G.S.163A now back to G.S.163*

***Statutory Meetings G.S.163 and HB 1169*

09082020 MAT Approval

| Name | PARTY | VRN | Approval | | | |
|---------------------------------|-------|--------|------------------|----|--|--|
| Mary (Molly) McGlammery Pickens | Dem | 496219 | JB JB | | | |
| Dawn Humphrey | Dem | 148767 | JB JB | | | |
| Luca Anderson | Dem | 459276 | JB JB | | | |
| Jenny Luczak | Dem | 406843 | JB JB | | | |
| Mary Beth Tanner | Dem | 477049 | JB JB | | | |
| Judy Ellis | UNA | 231890 | DW | JD | | |
| Ronnie Sweetton | UNA | 353974 | DW | JD | | |

Thank the volunteers?
 Y/N?

Absentee Numbers at end of day

| Date | In VV | In Review | In batch mgmt | MIL/OVRS | Annual Medicals | Portal Requests | Total |
|------------------|--------|-----------|---------------|----------|-----------------|-----------------|-------|
| 8/18/2020 | 8,764 | 1040 | 7798 | 500 | 1338 | 19,440 | |
| 8/21/2020 | 11,345 | 1147 | 8589 | 500 | 1338 | 22,919 | |
| 8/23/2020 | 12,755 | 1155 | 8211 | 500 | 1338 | 23,959 | |
| 8/26/2020 | 14,744 | 1618 | 7224 | 500 | 1338 | 25,424 | |
| 8/27/2020 | 15,812 | 2554 | 6405 | 500 | 1338 | 26,609 | |
| 8/31/2020 | 19,967 | 1741 | 8309 | 0 | 0 | 30,017 | |
| 9/5/2020 at noon | 22,930 | 3,077 | 6398 | 0 | 0 | 32,405 | |
| 9/6/2020 at 1pm | 24,144 | 2,683 | 6076 | 0 | 0 | 32,903 | |
| 9/7/2020 | 25,584 | 3,127 | 4466 | 0 | 0 | 35,068 | |
| 9/8/2020 @ 3:30 | 26,368 | 2,650 | 4333 | 0 | 0 | 35,388 *1388 | |