

# BUNCOMBE COUNTY ELECTION SERVICES

## BUNCOMBE COUNTY BOARD OF ELECTIONS

### **Board Meeting Agenda**

Tuesday September 29, 2020

3:00 pm

#### Welcome of Visitors

- I. Approval of minutes
- II. Office updates
- III. MAT appointments
- IV. Absentee Review

## **Buncombe County Board of Elections**

### **Meeting Minutes**

**September 29, 2020**

#### **Opening**

The scheduled meeting of the Buncombe County Board of Elections was called to order at 3:03 pm September 29, 2020 at 77 McDowell Street, Asheville, NC 28801. A copy of the agenda is attached.

In response to the COVID-19 pandemic and NC Safer 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-**

Jake Quinn, Chairman (in person;

3PM)

Linda Block (in person; 5PM)

Stephen G. Duncan (in person;

3PM)

Elizabeth Newman (in person;

3PM)

Jay Watson (in person; 3PM)

##### **Visitors-**

35 virtual guests over the course of the meeting

##### **BOE Staff-**

Corinne Duncan, Director (in person)

Kaylea Noce, Absentee & Training

Specialist (in person)

Devin Whitney, Elections Technical

Specialist (in person)

Kevin Roberts, Administrative Technician  
(in person)

Bria Bailey, Elections Technical Specialist  
(in person)

Joyce Kanavel, Voter Registration  
Specialist (in person)

Bobbi Johnston (in person)

Gregory Parlier (in person)

Emma Rose Trautmann-Galloway (in  
person)

John Noce, SBOE Security and Support  
Technician, District 1 (in person)

Rodrick Dupree (in person)

Leslie Offil (in person)

Susan Dobroski (in person)

## **Welcome Visitors and Introduction of Remote Meeting Features**

Chairman Jake Quinn welcomed virtual guests.

### **Item One – Approval of Minutes**

- The Board reviewed the minutes of September 22.

Member Watson moved to approve the minutes of September 22 as amended, the Board passed the motion.

### **Item Two – Office Updates**

Director Duncan gave the following updates:

- The office will be adding a night shift to help with the absentee process
- The tabletop exercise for emergency planning took place yesterday, September 28

### **Item Three – MAT appointments**

- Staff member Noce presented the Board with three MAT names, 1 REP, 1 UNA and 1 DEM.
- The MAT currently consist of 8 DEMs, 3 REPs and 5 UNAs for a total of 16 members.
  - 14 members travel from facility to facility
  - 2 members are workers who live at Deerfield who want to help but do not want to travel.
- The approval of these three names would bring the total to 19.
- The office is still looking for more MAT members who can work at least three full days.

Chairman Quinn moved to approve the three names to add to the MAT, Member Newman seconded and the Board passed the motion.

### **Item Four – Absentee Review**

- Staff member Noce presented the Board with updated absentee numbers.
- The office received approximately 12,400 absentee by mail ballots since September 8, of those;
  - 6,800 have been received in person
  - 5,500 have been received in the mail
- Staff prepared and checked in all ballots received through the date of September 19
  - There are 7,382 absentee by mail ballots to review for this board meeting
- The staff organized ballots into three categories
  - Approved ballots
  - Disapproved ballots
  - Those that require a cure affidavit
    - 102 cure affidavits going out to voters

- Staff member Noce presented the Board with one ballot recommended for disapproval; the voter has already been contacted; the ballot was returned to the DHHS building IP which is not considered a valid method of return

Chairman Quinn moved to disapprove the ballot, Member Watson seconded and the Board passed the motion.

- Staff member Noce presented the Board with UOCAVA ballots
  - 12 military
  - 110 overseas
  - Of those, 114 had been duplicated and 8 were received by mail
- Staff member Noce presented the Board with the duplication logs for the ballots that required duplication
  - The Board discussed the language of the duplication logs and requested that all members of duplication teams affirm the questionnaire section of the log.
- The Board reviewed the UOCAVA ballots
- The number of ballots scanned was 122 which balances with the number checked by the Board

Chairman Quinn moved to approve the 122 MIL and OVR that were reviewed and scanned, Member Watson seconded and the Board passed the motion.

The meeting recessed at 6:37 for dinner. The Board reconvened at 7:14 and resumed reviewing the absentee by mail ballots.

Staff member Noce presented the Board with 139 duplications; 114 were duplicated outside of the board meeting according to policy; 25 CIV were duplicated during the meeting.

### **Public Comments**

Public questions and comments from the virtual attendees were addressed.

The Board recessed at 9:39 pm and will reconvene tomorrow, September 30 at 3pm.

## Reconvening of Board Meeting

### September 30 (Continuation of September 29)

The continuation of the September 29 meeting of the Buncombe County Board of Elections was at 3:05 pm September 30, 2020 at 77 McDowell Street, Asheville, NC 28801.

#### Present

##### Board Members-

Jake Quinn, Chairman (in person;  
3PM)

Linda Block (in person; 3:15 PM)

Stephen G. Duncan (in person;  
3:10 PM)

Elizabeth Newman (in person;  
3PM)

Jay Watson (in person; 3PM)

##### Visitors-

9 virtual guests

##### BOE Staff-

Corinne Duncan, Director (in person)

Kaylea Noce, Absentee & Training  
Specialist (in person)

Devin Whitney, Elections Technical  
Specialist (in person)

Kevin Roberts, Administrative Technician  
(in person)

Bria Bailey, Elections Technical Specialist  
(in person)

Joyce Kanavel, Voter Registration  
Specialist (in person)

Susan Dobroski (in person)

Roderick Dupree (in person)

Rebecca Broughton (in person)

Leslie Offill (in person)

Allan Johnson (in person)

Gregory Parlier (in person)

#### Welcome Visitors and Introduction of Remote Meeting Features

Chairman Jake Quinn welcomed virtual guests.

#### Item Four – Absentee Review

- Staff member Noce informed the Board that precincts remaining for review and scanning are between 1.1 and 50.1.

Members checked the DS850 machines to verify count from previous day, totaling 2,381 ballots. All agreed that counts matched.

- Staff member Noce noted questions will be addressed after reviewing ballot envelopes, per Numbered Memo 2020-25.

Absentee review commenced.

**Action taken**

At 5:50 pm, a ballot container envelope was found without a ballot. Staff member Noce recommend to the Board to disapprove this absentee ballot container envelope.

Chairman Quinn moved that the Board disapprove the ballot container return envelope because the envelope did not contain a ballot.

- Staff member Noce confirmed that the staff would contact the voter and send them a new ballot, and that only one of the returned ballots could count.

Member Watson seconded the motion and it was approved unanimously.

The Board recessed for dinner at 6 pm and returned at 6:40 pm to continue reviewing absentee ballots.

2,872 ballots were marked for approval today. Cumulatively, 5,253 ballots are slated for approval.

**Public Comments**

Public questions and comments from the virtual attendees were addressed.

The Board recessed at 7:50 pm and will reconvene October 1 at 3pm.

## Reconvening of Board Meeting

### October 1 (Continuation of September 29)

The continuation of the September 29 meeting of the Buncombe County Board of Elections was at 3:06 pm October 1, 2020 at 77 McDowell Street, Asheville, NC 28801.

#### Present

##### Board Members-

Jake Quinn, Chairman (in person;  
3PM)

Linda Block (in person; 4:55)

Stephen G. Duncan (in person;  
3:00 PM)

Elizabeth Newman (in person;  
3PM)

Jay Watson (in person; 3PM)

##### Visitors-

4 virtual guests

##### BOE Staff-

Corinne Duncan, Director (in person)

Kaylea Noce, Absentee & Training  
Specialist (in person)

Devin Whitney, Elections Technical  
Specialist (in person)

Bria Bailey, Elections Technical Specialist  
(in person)

Susan Dobroski (in person)

Rodrick Dupree (in person)

Rebecca Broughton (in person)

Emma Rose Trautmann-Galloway (in  
person)

#### Welcome Visitors and Introduction of Remote Meeting Features

Chairman Jake Quinn welcomed virtual guests.

#### Item Three – MAT Appointment

- Staff Member Noce presented the Board with two new MAT appointments.

Chairman Quinn moved to approve the two names, Member Watson seconded, the Board passed the motion.

#### Board Meeting Schedule Discussion

- Staff member Noce and Director Duncan presented the Board with an updated board meeting schedule.

Member Watson moved to amend the current board meeting schedule to change the start times for the meetings of October 6, October 13, October 20 and October 27 from 5pm to 3pm with the understanding that those meetings will be continued to subsequent days as

dictated by the volume of absentee ballots that there are to review. The Board deferred discussion of all further meeting dates. The Board passed the motion.

- On Tuesday October 6 machine testing for early voting will take place. The Board will randomly choose the two machines it will test at 5 pm on October 6. Member Duncan and Member Block will be the Board members who oversee the testing.

**Item Four – Absentee Review**

- Members verified that the DS850 machine counts matched the previous numbers, totaling 2,381 ballots. All agreed counts matched.
- Absentee review commenced.
- Staff Member Noce presented the Board with two ballots, from the same household, who mixed up each other's container envelopes.

Member Duncan moved to approve the two ballots to be counted, Member Block seconded and the Board unanimously approved the two ballots.

Staff Member Noce presented the Board with 15 ballots recommended for disapproval. These included those discovered during the meeting.

Chairman Quinn moved to disapprove the 15 ballots, Watson seconded and the Board unanimously passed the motion.

Chairman Quinn moved to approve the cumulative total of 7,504 ballots reviewed and scanned between September 29 and October 1, the Board unanimously approved.


**Public Comments**


Public questions and comments from the virtual attendees were addressed.

The meeting adjourned at 7:02 pm. The next meeting will be at 3:00 pm on October 6, 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

Name	Party	VRN	Approved?						
Eileen Bowsman	Rep	111996							
Kimberly Harkness	Una	409457							
Nancy Perry	Dem	241592							

Name	Party	Approved?				
Sherry Warner	Rep	EW				
David Janson	Una	EW				

# ***Buncombe County Election Services*** ***2020 General Election*** ***Board Meeting 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 and subject to continuations)**

**Tuesday, September 29<sup>th</sup> @ 3:00pm \*\***

Absentee Meeting

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

**Tuesday, October 6<sup>th</sup> @ 3:00pm \*\***

Absentee Meeting & EV Machine Testing

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

**Tuesday, October 13<sup>th</sup> @ 3:00pm \*\***

Absentee Meeting & ED Machine Testing

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

**Tuesday, October 20<sup>th</sup> @ 3:00pm \*\***

Absentee Meeting

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

**Tuesday, October 27<sup>th</sup> @ 3:00pm\*\***

Absentee Meeting

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

**Friday, October 30<sup>th</sup> @ 5:00pm**

Absentee Meeting

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

**Saturday, October 31<sup>st</sup> @ 10:00am\*\***

Absentee Meeting – Close of One Stop

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

**Tuesday, November 3<sup>rd</sup> @ 6:30am –  
7:30pm\*\***

General Election Day

**Tuesday, November 3<sup>rd</sup> @ 2:00pm\*\***

Counting of Absentee Ballots

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

**Tuesday, November 10<sup>th</sup> @ 5:00pm \*\***

Supplemental List of Executed Absentee Ballots

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

**Thursday, November 12<sup>th</sup> @ 5:30pm**

Provisional Ballots

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

**Friday, November 13<sup>th</sup> @ 9:00am**

Provisional Ballots

UOCAVA Supplemental Ballots to follow

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

**Friday, November 13<sup>th</sup> @ 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*



# BUNCOMBE COUNTY ELECTION SERVICES

Board Meeting Date: 29-Sep-20

APPROVED				
		Count total from Board Checked Lists	Cumulative total from Scanners	Daily Total from Scanners Calculated
	Date	Generated in SEIMS	Generated by DS850	
Day 1	9/29/2020	2381	2381	2381
Day 2	9/30/2020	2872	5253	2872
Day 3	10/1/2020	2251	7504	2251
	GRAND TOTALS	7504		7504

DISAPPROVED		
		Count total from Board Checked Lists
	Date	Generated in SEIMS
Day 1	9/29/2020	N/A
Day 2	9/30/2020	N/A
Day 3	10/1/2020	15
	GRAND TOTALS	15

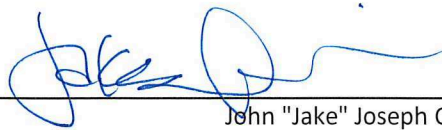
Ballots are separated by precinct

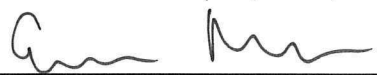
Board Members use SEIMS generated lists to match to ballots

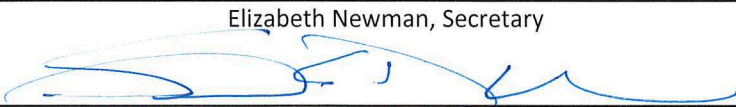
Staff use two DS850 scanners to count ballots removed from envelopes

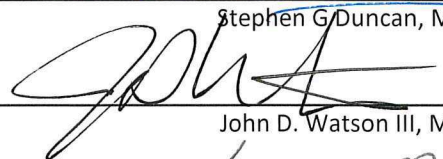
The number counted by the Board must equal the number from the DS850 for every precinct

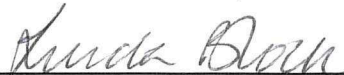
BOARD MEMBER SIGNATURES:

  
\_\_\_\_\_  
John "Jake" Joseph Quinn III, Chairman

  
\_\_\_\_\_  
Elizabeth Newman, Secretary

  
\_\_\_\_\_  
Stephen G. Duncan, Member

  
\_\_\_\_\_  
John D. Watson III, Member

  
\_\_\_\_\_  
Linda Block, Member