



BUNCOMBE COUNTY ELECTION SERVICES

BUNCOMBE COUNTY BOARD OF ELECTIONS

Board Meeting Agenda

Tuesday October 27, 2020

3:00 pm

Welcome of Visitors

- I. Minutes
- II. Office Updates
- III. Absentee Review

Buncombe County Board of Elections
Meeting Minutes
October 27, 2020

Opening

The scheduled meeting of the Buncombe County Board of Elections was called to order at 3:05 pm October 27, 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; 4:05PM)
Stephen G. Duncan (in person;
3PM)
Elizabeth Newman (in person;
3PM)
Jay Watson (in person; 3PM)

BOE Staff-

Corinne Duncan, Director (in person)
Kaylea Noce, Absentee & Training
Specialist (in person)
Kevin Roberts, Administrative Technician
(in person)
Kanthilata Kahaduwe (in person)
Mary Kancevitch (in person)
Marc Zigterman (in person)
Patrick Kilroy (in person)
Anita Sparks (in person)
Rodrick Dupree (in person)
Brooks Benedict (in person)
Susan Dobroski (in person)
Tyler Henry (in person)
Emma Rose Trautmann-Galloway (in
person)

Visitors-

7 virtual guests

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 October 20.

Chairman Quinn moved to approve the minutes of October 20, the Board passed the motion.

Item Two – Office Updates

- Director Duncan gave the following updates;
 - The office is entering its busiest time with Election Day just one week away.
 - One-Stop early voting will close on Saturday.
 - Supply pick-up for chief judges is being coordinated.
 - Training for Election Day is concluding. The general focus of the office is being shifted to Election Day and the days leading up to it.
 - There have not been many poll-worker drop outs for Election Day and there have been plenty of back-ups to fill any spots left empty.
 - Approximately 113,000 voters have cast their ballots, 30,000 of those have been by mail. This is well over half of the voting population in Buncombe County.
 - In the past, the second week of early voting has been busier than the first and such trends are expected to keep up this year.
 - Emergency manuals are finished and have been emailed to the Board. There are two, one for the precincts as well as an office manual.
 - WLOS is doing a poll-worker spotlight tomorrow.

Item Three – Absentee Review

- Staff member Noce provided an update to the Board as this was the first meeting ballots that had been accepted through the cure process.
 - 139 absentee-by-mail ballots have been accepted through this cure method and are set for approval in this meeting.
 - 527 absentee-by-mail ballots are still pending cure.
 - 106 absentee-by-mail ballots were missing the witness signature which is not a curable deficiency and have since been issued a new ballot and contacted.
 - 140 voters have chosen to vote early instead of returning the cure affidavit letter.
 - Every voter affected has been contacted.
- There were approximately 6100 absentee-by-mail ballots set for approval for this meeting, from return dates between October 17 and October 25.
- Staff member Noce presented the Board with the zero tapes from the DS850 scanner before any scanning occurred.
- Staff member Noce presented the Board with the UOCAVA absentee-by-mail ballots set for review this meeting. There were 156 ballots set for approval for this meeting.

- 34 MIL and
- 122 OVR
- Staff member Noce brought to the Board two ballots that had been disapproved due to a CIV number swap that did not meet the requirements of the policy adopted by the Board. One of the affected voters contacted the office and informed us that they live alone and could not have swapped their ballot with anyone. Staff looked into the matter and concluded that the swap was staff error caused by the use of a paper folding machine. There were a limited number of ballots affected. Staff member Noce recommended that the ballot be duplicated onto one with the correct CIV number, which would correct the error and alleviate any burden on the voter.

Based on the review and explanation from staff, Member Watson moved to approve the two subject ballots with mismatched and corresponding CIV numbers and to retrieve the corresponding CIV numbered envelopes and ballots and to correct the staff error by duplicating the ballots with the correct respective CIV numbers, Chairman Quinn seconded and the motion carried.

- Chairman Quinn called the meeting to attention in order to discuss a ballot where there was clear evidence that the signature of the witness on the return envelope was not that of the witness but that of someone else.

Chairman Quinn moved to disapprove the ballot and to contact the voter as soon as possible, the Board passed the motion unanimously.

The board recessed at 6:02 for dinner and will return at 6:40. The meeting began again at 6:45.

- Staff member Noce presented the Board with items that required further action;
 - A CIV swapped ballot whose partner was checked in for the October 30 meeting, staff member Noce recommended that the Board move the partner ballot to this meeting.

Chairman Quinn moved to reassign the ballot to this meeting, the Board passed the motion unanimously.

- A CIV number swap with someone who is not related to the voter; upon contacting the voter they explained that he voted the ballot alone and could not have swapped with anyone. It was determined that it was staff error.

Chairman Quinn moved to correct the staff error by duplicating the returned ballot onto the ballot with the correct CIV number as earlier in the meeting, the Board passed the motion unanimously.

- Staff member Noce brought to the Board a CIV numbered ballot that did not match that of the ballot contained. The voter had spoiled their first ballot and requested a new one, they used the return envelope provided with the first ballot but returned the second ballot, thus causing the mismatch.

Chairman Quinn moved to approve the ballot, the motion passed unanimously.

- Staff member Noce presented to the Board a CIV number swap where the ballot that was swapped was approved at an earlier board meeting, before CIV numbers were being checked, the two ballots otherwise meet the policy.

Chairman Quinn moved to approve the ballot, the Board unanimously passed the motion.

- Staff member Noce presented the Board with three ballots whose CIV numbers did not match; it looks like four people who all voted together and one has not yet been returned. The ballots present do not meet the policy.

Chairman Quinn moved to disapprove the three ballots, member Block seconded and the Board passed the motion unanimously.

- While the scanning went on, the Board answered questions from the public. One of these questions was regarding the statewide public records request to review each absentee-by-mail envelope. These public records requests are important and they are considered on a very serious basis, however this request is not possible to fulfill with the time and volume at hand. Some information on the envelopes is private and would have to be redacted, there are thousands of ballots have been returned and each of those would have to be prepared before being available to the public. The staff and board members are remaining consistent in their consideration of each absentee-by-mail ballot to ensure that each voter is being treated fairly and equally.
- At the end of the evening the Board members checked the number on the DS850 to match against the report printed out. All members agreed that the numbers balanced.
- 4,253 ballots were scanned on the first night, including the 156 UOCAVA ballots.

Public Comments

Public questions and comments from the virtual attendees were addressed.

The meeting recessed at 10:19 pm. The meeting will reconvene at 3:00 pm on October 28, 2020, at 77 McDowell Street, Asheville, NC 28801.

Reconvening of Board Meeting

October 28, 2020 (Continuation of October 27)

The continuation of the October 27 meeting of the Buncombe County Board of Elections was called to order at 3:04 pm October 28, 2020 at 77 McDowell Street, Asheville, NC 28801.

Present

Board Members-

Jake Quinn, Chairman (in person;
3PM)
Linda Block (in person; 3:30PM)
Stephen G. Duncan (in person;
3PM)
Elizabeth Newman (in person;
3PM)
Jay Watson (in person; 3PM)

Visitors-

1 virtual guest

BOE Staff-

Corinne Duncan, Director (in person)
Kaylea Noce, Absentee & Training
Specialist (in person)
Kevin Roberts, Administrative Technician
(in person)
Ian Thompson (in person)
Susan Dobroski (in person)
Roderick Dupree (in person)
Jim Vaughn (in person)
Kanthilata Kahaduwe (in person)
Marc Zigterman (in person)
Patrick Kilroy (in person)
Anita Sparks (in person)
Mary Kancevitch (in person)
Brooks Benedict (in person)
Karen Rae (in person)
Leslie Offill (in person)
Emma Rose Trautmann-Galloway (in
person)

Welcome Visitors and Introduction of Remote Meeting Features

Chairman Jake Quinn welcomed virtual guests.

Item Five – Absentee Review

- The Board members first checked the number on the DS850 to ensure that the number matched that of last night. All members agreed that it matched.

- The Board recommenced reviewing absentee-by-mail ballots beginning with precinct 46.1.
- Staff member Noce brought to the attention of the Board a ballot whose CIV number did not match that of the return envelope. The partner ballot was checked in for a future board meeting.

Chairman Quinn moved to reassign the ballot so that the swap would meet the requirements of the policy, the Board passed the motion unanimously.

- Staff member Noce then presented to the Board an issue that came up throughout the course of the meeting.
 - 10 ballots were found where the CIV number on the return envelope did not match that on the returned ballot. Staff looked into these swaps and it was determined that this was the result of human error on the part of staff, rather than on the part of the voters.
 - Staff recommendation was to approve the affected ballots and either duplicate them as was done in the first night of the meeting or to write the correct CIV number on the returned ballot.
 - Staff member Noce commented that all of the ballots sent to the voter, while the incorrect CIV number, were still of the correct ballot style, so the voters voted in the races they were supposed to.
 - The three ballots the Board voted to disapprove the previous night were part of the affected batch of ballots.

Member Watson moved that the three ballots that were voted upon for disapproval last meeting be changed to a pending status for further consideration. The Board unanimously passed the motion.

Chairman Quinn moved to approve the six CIV swaps from this meeting based on staffs research and recommendation, and duplicate those in the same manner as was motioned on October 27, member Watson seconded and the motion passed unanimously.

Member Newman moved to approve the four ballots from October 27, duplicate them on a ballot with the appropriate CIV number, have them scanned with their appropriate precinct, that the voters are contacted tonight and told that their ballots were reviewed carefully by the Board and their absentee ballots have been accepted in the meeting tonight. The motion passed unanimously.

- The Board reviewed the 97 ballots that were returned missing a witness signature.
- The Board found two ballots that they believed could be fixed through a cure affidavit rather than being issued a new ballot.
- Two ballots were found that the Board believed could be approved as they are.

Member Block moved to disapprove the 97 ballots that did not have a witness signature, member Newman seconded and the motion passed unanimously.

Member Block moved to send cure affidavits to the two voters whose envelopes do contain witness signatures, but have other, curable, deficiencies, the Board passed the motion unanimously.

Member Block moved to accept the two ballots determined to have all the information correctly filled out, the motion passed 4-1, member Watson dissented.

- Member Noce then presented to the Board ballots recommended for disapproval.
 - Two absentee return envelopes that did not contain ballots;
 - One ballot return envelope that was returned empty and the ballot was mailed in a different shipping receptacle and received at a later date.
 - Two absentee ballot return envelopes that arrived at the office unsealed.
 - One ballot that was returned not contained within the proper absentee ballot return envelope.
 - Eleven ballots where the witness section was filled out by the voter.

Member Block moved to disapprove the 17 ballots presented, the Board passed the motion.

- There were 7 ballots presented where the CIV number on the ballot did not match the one on the envelope. These are instances where the swap occurred after the ballots were mailed to the voters.

Member block moved to disapprove the swapped ballots, Chairman Quinn seconded and the motion passed unanimously.

- There were a total of 122 ballots disapproved at this meeting, including those that were returned missing a witness signature.
- At the end of the night the board members checked the number of total ballots counted on the DS850 machine to ensure that they matched the numbers on the report of approved ballots received. The Board agreed that the numbers matched.

Member Watson moved to authorize and approve staff to complete and attach the write-in tally sheets as necessary and present it first thing at the next board meeting, Chairman Quinn seconded and the motion passed unanimously.


Chairman Quinn moved to approve the 6,448 absentee-by-mail ballots reviewed, the Board passed the motion unanimously.


Public Comments

Public questions and comments from the virtual attendees were addressed.

The meeting adjourned at 7:22 on October 28. The next meeting will be on October 30, 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



BUNCOMBE COUNTY ELECTION SERVICES

Board Meeting Date: 27-Oct-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	10/27/2020	4253	4249	4249
Day 2	10/28/2020	2195	6448	2199
GRAND TOTALS		6448		6448

DISAPPROVED		
		Count total from Board Checked Lists
Date		Generated in SEIMS
Day 1	10/27/2020	N/A
Day 2	10/28/2020	122
GRAND TOTALS		122

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:

Jake Quinn, Chairman

Elizabeth Newman, Secretary

Linda Block, Member

Stephen G. Duncan, Member

John D. Watson III, Member