



# Jefferson County Canvassing Board

Brenda Huntingford, Auditor / Canvassing Board Chair

Greg Brotherton, County Legislative Authority Chair

James Kennedy, Prosecuting Attorney

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## Canvassing Board Agenda / Meeting Jefferson County WA

Date & Time: February 24, 2023 / 1:00 pm  
Location: Auditor's Office, Jefferson County Courthouse  
Purpose: Certify February 14, 2023 Special Election  
(10 days after Special & PP / 14 days after Primary / 21 days after General)

### Canvassing Board Members for this election:

Brenda Huntingford, County Auditor

Greg Brotherton, County Legislative Authority Chair

Philip Hunsucker, Civil Deputy, County Prosecuting Attorney – designated by PA

### Observers Present:

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Meeting called to order at 1:00 pm by Quinn Grewell, Election Coordinator.

The Canvassing Board met February 23, 2023 at 12:30 pm to resolve challenged ballot issues in preparation for today's certification. See page 5 & 6.

The Oath of Authenticity for the County Auditor, given by the County Legislative Authority, and signed by the Auditor, pursuant to RCW 29A.60.200. Witnessed and signed by the other two Canvassing Board Members.

### Rules of Engagement:

Do not openly discuss or acknowledge identifying factors about the voter and/or ballot.

When working with the members to resolve challenged ballots remain fair and impartial.

Do not openly discuss outside of this meeting the names or any other personal information of the voters and/or ballots that have been or were challenged and/or rejected.

### Open Public Comment:

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### Required Oaths:

- The Oath of Authenticity for the County Auditor, given by the County Legislative Authority, and signed by the Auditor, pursuant to RCW 29A.60.200. Witnessed and signed by the other two Canvassing Board Members.
- Delegation of Authority and Oaths for Canvassing Board Members or their designee: Given and retained for this election.
- Oaths for Personnel: Required for the Auditor's Staff involved in the signature verification process. Given and retained for this election.

### Required Notices:

- Notice of Election: Published in the Port Townsend Leader in the January 25, 2023 issue. Also posted on the Elections web page.
- Notice of Availability of Services: Included in Notice of Election.
- Notice of Logic & Accuracy Test: Included in Notice of Election.
- Notice to Political Parties: Sent via email on January 3, 2023. A revised schedule was sent on February 2, 2023.

### Logic & Accuracy Test:

- A TEST DECK of ballots and a pre-determined RESULTS MATRIX in excel was created. This is used to verify that the tabulation equipment accurately tabulates the votes cast as marked.
- The **In-House Unofficial test** was performed December 28, 2022.
- The **Official Accessible Voting Unit (AVU) test** was performed January 17, 2023.
- The **Official test** was performed January 18, 2023.
- The **Emergency Official test** to certify additional equipment was performed February 6, 2023.

### Ballot Count - Cumulative & Precinct Reports for the following counts:

- February 14, 2023 - Election Night count.
- February 16, 2023 - Additional ballots counted.
- February 17, 2023 - Additional ballots counted.
- February 24, 2023 - Final ballot count. Printout used for certification.

### ExpressVote: (Accessible Voting Unit - AVU)

- The AVU is a tool – an “electronic pen” equipped with audio and visual technology – to assist voters who have a difficult time seeing and/or marking a ballot with a regular pen. It allows voters to vote a secret ballot independently.
- One machine was programmed and ready for use 20 days prior to the election.
- **Zero Voters** used it this election.

### Logs:

- Seal Logs: Used to verify all election related materials remained under dual control at all times. (Ballot drop boxes and all storage locations)
- Duplicated Ballot Log: Verifies all original ballots duplicated are accounted for and secured with canvassing materials. A total of **71** ballots were duplicated (.6%).

### Reconciliation:

- Data from VoteWA and Ballot Tabulator results entered into the reconciliation form provided by the OSOS showed no discrepancies.
- Elections Summary Report: The total number of ballots voted and tabulated is reported on this report. This report is generated in our (ERM) Election Reporting Module (ElectionWare).

- The total number of ballots tabulated on this report reconciled with the number of ballots accepted and given credit for in VoteWA.
- **Precinct Table Report:** Generated by our Election Reporting Module (ERM) from data uploaded from the ballot tabulator.
  - Scenario one, when giving credit for voting there is no guarantee if a voter who move and update their registration did not use their previously issue precinct ballot with their most current envelope. Scenario two, there is no guarantee if a voter living at a precinct did not put their ballot into another voter's envelope in another precinct. All of these scenarios are logical conclusion to this discrepancy.

2205 (-8)	3901 (+8)
2401 (+1)	2502 (-1)
1101 (-1)	1109 (+1)
1106 (+1)	1107 (-1)

**Challenged Ballots:**

Challenge letters were sent to voters with instructions how to resolve the challenge. On February 17, 2023, a follow up phone call (if phone number was available) was made to those voters who did not sign their declaration or if the ballot signature did not match the voter registration. Voters with a challenged ballot had until 4:30 pm the day prior to certification to resolve the challenge.

**Audits:**

- **Manual Audit of the Ballot Tabulator**
  - February 16, six groups of ballots were randomly chosen to audit, totaling 675 ballots. A ballot count report was generated prior to tabulating the additional ballots and another report was generated after tabulation.
    1. The audit was conducted by Quinn Grewell, Election Coordinator, and Sandi Eldridge, Voter Registration Coordinator. The ballots were audited for one issue on the ballot – Jefferson County Fire Protection District No.1 (EJFR) Proposition No. 1.
    2. Results of audit:
      - The hand count matched the tabulator count.
- **Audit of Duplicated Ballots**
  - 100% of duplicated ballots were audited.
    1. Results of audit;
      - Discrepancies were detected and resolved by the auditing team prior to tabulation.
- **Seal log Audit**
- **Election Audit Event Report**
  - This audit event report lists all events, descriptions, timestamps, user ID, and modules for ballot adjudication. 99 Ballots were adjudicated for this election.

**Re-checking ballot deposit sites and all storage areas per WAC 434-261-140**

- Prior to certification, **ALL** ballot deposit sites, ballot storage, processing and tabulation areas were rechecked by staff to confirm that all returned ballots had been processed.
- On February 23, 2023, one day prior to certification, **ALL** possible areas where ballots could be were checked again for any unprocessed ballots.

**Miscellaneous:**

- Replacement ballots: **94** replacement ballots were issued.
- Ballots Deposited at Drop Sites: **4,408** (36%).

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**Preliminary Canvassing Board Meeting, February 23, 2023.**

**Purpose: To make determinations on ballots referred to them.**

Meeting called to order at 12:30 pm by Quinn Grewell, Election Coordinator.

Canvassing Board Members present:

Brenda Huntingford, County Auditor

Heidi Eisenhour, County Legislative Authority Chair

Philip Hunsucker, Civil Deputy, County Prosecuting Attorney – designated by PA

**Rules of Engagement:**

Do not openly discuss or acknowledge identifying factors about the voter and/or ballot.

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**Observers present:**

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**Summary of Ballots referred to the Canvassing Board on February 23, 2023:**

(G-1) Post Marked Too Late	40
(G-2) No Signature	51
(G-3) Invalid / Suspended (informational only)	3
Other Election	1
Questionable Signature	29
<b>Total Ballots Referred to Canvassing Board:</b>	<b>124</b>

Item #	Description	Accept	Reject	Refer to PAO (Y/N)
1	Questionable Signature			
2	Questionable Signature			
3	Questionable Signature			
4	Questionable Signature			
5	Questionable Signature			
6	Questionable Signature			
7	Questionable Signature			
8	Questionable Signature			
9	Questionable Signature			
10	Questionable Signature			
11	Questionable Signature			
12	Questionable Signature			
13	Questionable Signature			
14	Questionable Signature			
15	Questionable Signature			
16	Questionable Signature			
17	Questionable Signature			

Item #	Description	Accept	Reject	Refer to PAO (Y/N)
18	Questionable Signature			
19	Questionable Signature			
20	Questionable Signature			
21	Questionable Signature			
22	Questionable Signature			
23	Questionable Signature			
24	Questionable Signature			
25	Questionable Signature			
26	Questionable Signature			
27	Questionable Signature			
28	Questionable Signature			
29	Questionable Signature			

**P-** Indicates partial acceptance of a ballot

**\*An indication in red will be made if a voter resolves the challenge AFTER the canvassing board meeting but BEFORE the deadline of 4:30 pm 11/28/2022. These ballots, if any, will be processed and included in the final count.**

**Open Public Comment:**

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Number of Challenged ballots **ACCEPTED** by the Canvassing Board on February 23, 2023, as noted above, to be processed and included in the final count: \_\_\_

Motion to **accept** \_\_\_ ballot and **reject** \_\_\_ ballots as noted above (includes \_\_\_ from (G-1 - G-2):

Motion made by: \_\_\_\_\_ Motion second by: \_\_\_\_\_ All in favor: \_\_\_\_\_

All ballots referred to the Canvassing Board will be packed in the retention box.

Motion to adjourn:

Motion made by: \_\_\_\_\_ Motion second by: \_\_\_\_\_ All in favor: \_\_\_\_\_

Canvassing Board Meeting February 23, 2023 to resolve ballots submitted to them adjourned at: \_\_\_\_\_pm

Total All Mail Ballot Voters eligible for this election: 24,520 (includes 10 ACP voters, 24,530 active voters and 1,625 inactive voters for this election).

Total All Mail Ballots Returned as valid and reconciled with credit for voting:

**11,943 voters with credit for voting.**

**11,943 ballots counted.**

**Other Canvassing Items Include:**

- All correspondence pertaining to this election.

**Security:**

All materials for canvassing this election, including all voted ballots, spoiled ballots and declaration envelopes, were secured with a numbered seal. They will remain in secure storage until the law allows them to be packed for retention (5 days after certification).

**Recounts:**

- Local measures are exempt from mandatory recounts.
- The last day to request, and pay for a recount, is February 28, 2023 (within 2 business days of certification). The board will be notified immediately if a recount is requested.

**Canvass Materials:**

- All canvassing materials for this election will be packed for retention and given to the records manager. Retention for this election is 60 days after date of certification.

**Official returns will be sent to:** Jefferson County Fire Protection District No. 1 (EJFR), Jefferson County Fire Protection District No. 4 (Brinnon)

**Certificate of Canvassing Board signed.**

These minutes shall be open to public inspection. RCW 42.32.030

Motion to accept minutes as written made by:

Motion second by:                      All in favor:

Motion to adjourn made by:

Motion second by:                      All in favor:

Meeting Adjourned at:

Dated at Port Townsend, Washington this 24<sup>th</sup> day of February 2023.

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Brenda Huntingford, County Auditor

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Greg Brotherton, County Legislative Authority Chair

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Philip Hunsucker, Civil Deputy, County Prosecuting Attorney – designated by PA

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