INGHAM COUNTY BOARD OF CANVASSERS
MEETING OF NOVEMBER 9 and 10, 2016
BOARD OF COMMISSIONER MEETING ROOM, MASON HISTORICAL COURTHOUSE
MASON, MICHIGAN
DRAFT MINUTES

NOVEMBER 9, 2016

CANVASSERS PRESENT: Mary Kay Scullion
Kathy Prout
Alan Fox
John Hayden

OTHERS PRESENT: Barb Byrum, Ingham County Clerk
Honorable Richard Garcia, Chief Judge of Probate Court
Jennifer Shuster, Chief Deputy County Clerk
Justin Alexander, Election Clerk Coordinator
Maggie Fenger, Elections Assistant
Domonique Clemons, Democratic Assistant Canvasser
Susan Kosier, Republican Assistant Canvasser
Chris Swope, City of Lansing Clerk
Susan Aten, Lansing Township Clerk
Marie Wicks, City of East Lansing Clerk

Meeting Called To Order:
Chair Mary Kay Scullion called meeting to order at 1:00 pm.

Approval of Agenda:
Moved by Canvasser Fox, supported by Canvasser Prout, to approve the agenda for the
November 9, 2016 Meeting. Motion passed unanimously.

Receipt of Envelopes:
The #2 envelopes from the November 8, 2016 General Election were delivered to the Board of
Canvassers by Chief Judge of Probate Court Richard Garcia.

Remarks by Clerk Byrum:
Clerk Byrum stated that she and her staff stayed overnight to receive election materials.

Clerk Byrum reminded those present that the meeting was being held in the Board of
Commissioners room rather than the usual location as a precaution due to security concerns
presented at a prior Board of Canvassers meeting. She said extensive emergency procedures
were put in place prior to Election Day to plan for any unusual circumstances that may arise
throughout the day.
Clerk Byrum noted that her office keeps a list of all the issues experienced during the election process.

She also noted that Williamstown Township has a new clerk and that she sent a deputy clerk to assist with the election processes earlier this year, but is no longer able to do so. She said Clerk Steinberg is new, but he is certified and has been to Clerk Byrum’s trainings.

Clerk Chris Swope arrived at 1:26pm.

Canvasser Scullion noted that she believed Clerk Wicks did a very good job given the sheer volume of voters at her precincts.

Clerk Byrum stated that Lansing, Onondaga Township, Williamstown Township and Aurelius Township all experienced tabulator issues on Election Day. Clerk Byrum noted that the equipment is 12 years old, experienced heavy use and the ballots were affected by weather as it was humid on Election Day.

Canvasser Scullion noted that she and Canvasser Prout thought the board should set a target for times for breaks to ensure the board does not start on a new set of poll books immediately before the break.

Canvasser Prout set the adjournment time for 4:30 p.m. on November 9th and 4:00 p.m. on November 10th.

**Approval of September 28, 2016 Meeting Minutes:**
Moved by Canvasser Prout, supported by Canvasser Fox to approve the September 26, 2016 minutes. Motion passed unanimously.

**Canvass of the November 8, 2016 General Election:**
The Canvassers began to review the poll books for the November 8, 2016 General Election for the Precincts within Ingham County.

The assistants to the Board of Canvassers began the process of comparing precinct result numbers on tabulator tapes to the precinct result numbers processed on precinct reports.

Election Clerk Coordinator Alexander left a message at 2:11pm for Clerk Susan Aten of Lansing Charter Township that the Board of Canvassers had no reason to call her in.

Clerk Marie Wicks, City of East Lansing, was contacted to come in and meet with the Board of Canvassers to answer questions and satisfy their concerns.

Canvasser Fox found the provisional ballot report form for Locke Township stapled to the Locke Township poll book.

Chairperson Scullion recessed the meeting at 4:07 p.m. with it set to reconvene at 9:00 a.m. on November 10, 2016.
for 3 hours maximum for training and the county policies do not allow food/drinks to be
provided during trainings.

Canvasser Prout suggested having a clerk from a large township or city help with County
training to provide extra support for the workers.

Clerk Byrum said she has had Brian Jackson from City of Lansing conduct the past three county
trainings, as well as help from Clerk Aten of Lansing Charter Township. Providing hands on
training with electronic and paper poll books and tabulators has made a big difference in the
training as well.

Canvasser Fox noted that even the larger municipalities have inconsistencies still.

Canvasser Scullion suggested that there should be a push for younger poll workers that are more
computer literate. She also noted that most poll workers she saw during Election Day were not
from the younger generations.

Canvasser Fox noted that a Poll Captain on campus confiscated school board literature rather
than telling voters to put it away, and Clerk Wicks brought it to Canvasser Scullion’s attention. 2
hour back up created at IM West due to workers confiscating material rather than processing
voters.

Canvasser Fox questioned if there is an informal list of which townships have provisional
ballots. Clerk Byrum and Coordinator Alexander provided an incomplete list of provisional
ballots due to the fact that certain clerks were unsure of how many provisional ballots there were
in their townships.

Canvasser Fox noted that White Oak Township did not have any noted provisional ballots in poll
book. Clerk Byrum stated that White Oak Township did not understand the difference between
provisional ballots and regular ballots and had run what they referred to as provisional ballots
through the tabulator.

Canvasser Scullion suggested that two Electronic Poll Books are needed for the City of East
Lansing particularly. Clerk Byrum agreed and noted that City of Lansing and Meridian Twp.
would benefit from two Electronic Poll Books as well.

Canvasser Fox requested a wrap up of Coordinator Alexander’s success in contacting clerks.
Coordinator Alexander contacted Clerk Wicks who planned to come in to the meeting this
morning, and needs to contact Clerks for City of Mason, Williamstown Twp. and Meridian Twp.
Canvasser Scullion contacted Clerk Swope and Clerk Swope is set to come in at 1pm but may be
rescheduled.

Clerk Byrum reminded the Board of Canvassers that Election Clerk Coordinator Alexander is the
primary contact for all city and township clerks. Maggie can contact him if he is out of the room.

Clerk Byrum left the meeting at 9:16am.
Election Clerk Coordinator Alexander left a message at 10:40am for Deputy Clerk Patricia Grant of White Oak Township asking her to call him back regarding the aforementioned issues that need clarification from her township.

Election Clerk Coordinator Alexander contacted Clerk Wicks at 10:43am to confirm her attendance this morning and discuss the issues with her. The Board of Canvassers joined into the conversation on speaker phone. Clerk Wicks stated that precinct 14 is a mess, because the chair came back with half of the information in the EPB and half in the paper poll book. They have input all info into the poll book, and have the ballot sequence issued but she failed to include the information about ballots that were unused. Clerk Wicks wanted to come in with the ballot container and verify the unused ballot numbers in the board’s presence, which the board approved.

Election Clerk Coordinator Alexander left the meeting at 10:51am.

Clerk Mark Steinberg, Williamstown Township, arrived at 11:24am and set up his E-Poll Book to print out the materials needed for the Board of Canvassers to finish with his township’s election. Clerk Steinberg did not have the passwords for his E-Poll Books or a printer for his E-Poll Books and did not know how to print the required reports his township needs to supply to the board.

Clerk Cwiertniewicz arrived at 11:43am but did not bring the ballots from her precincts. She left to get the ballots and return to the meeting.

Clerk Cwiertniewicz returned at 12:05pm with her ballots and workers.

Clerk Wicks arrived at 12:05pm with her unused ballots and used ballots.

Clerk Wicks left at 12:16pm after verifying the unused ballots with the Board of Canvassers. She will return with the ballots for Precinct 5 and 9.

Election Clerk Coordinator Alexander returned to the meeting at 12:16pm.

At 12:20pm Coordinator Alexander contacted Deputy Clerk Patricia Grant of White Oak Township regarding the provisional ballots. She stated that she has 3 individuals that were issued challenged ballots. Canvasser Fox asked if Deputy Clerk Grant still has 3 ballots in her care that she is attempting to verify whether the person is able to vote. Deputy Clerk Grant stated no, she does not have ballots in her care, she was calling them that because of the instructions she received calling them provisional ballots. Canvasser Fox reiterated that provisional ballots are retained by the clerk, which White Oak Township did not do. The ballots that White Oak Twp. referred to as provisional in their poll books were actually challenged or affidavit ballots.

At 12:35pm Clerk Byrum addressed the board regarding the Williamstown Twp. issues. Her staff has attempted to connect both E-poll books to the one printer in the County Clerk’s office that is not a network printer, but because the E-poll books are not county property they cannot connect
Canvasser Prout left at 3:09pm. Coordinator Alexander contacted Deputy Clerk Joan Horvath at 3:10pm and asked her to bring in ballots from Precinct 4 & 10 as well as precinct 4 absent ballot counting board 1.

Clerk Byrum addressed the board at 4:20pm. City of Mason is available to sign tonight, however Clerk Byrum scheduled them for 9am Monday morning due to time constraints tonight. Also, the minutes will likely not be processed and ready for the Board of Canvassers to approve Monday morning. Citizens are still pressing Clerk Byrum for East Lansing School Board results. Coordinator Alexander contacted Clerk Swope at 4:30pm to ask him to come to the meeting Monday at 9am and bring his extra tabulator.

Canvasser Scullion adjourned the meeting at 4:30pm on Thursday November 10. The board is set to reconvene at 9am Monday November 14, 2016.

[Signature]

Barb Byrum, Ingham County Clerk