



Lisa Lewis

SUPERVISOR OF ELECTIONS, VOLUSIA COUNTY, FLORIDA  
 2016 CANVASSING BOARD SCHEDULE  
 AUGUST 30, 2016 PRIMARY ELECTION

CHAIR	HONORABLE JUDGE CHRISTOPHER KELLY, VOLUSIA COUNTY
MEMBER	HONORABLE PAT PATTERSON, VOLUSIA COUNTY COUNCIL
MEMBER	HONORABLE JOYCE CUSACK, VOLUSIA COUNTY COUNCIL
ALTERNATE	HONORABLE JUDGE DAVID FOXMAN, VOLUSIA COUNTY
ALTERNATE	TBD
ADVISOR	HONORABLE LISA LEWIS, SUPERVISOR OF ELECTIONS

**CALENDAR**

DATE	START	ITEM	STATUTE
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**AUGUST**

15th Monday		<b>Volusia County Canvassing Board Organizational Meeting and Public Logic &amp; Accuracy Test</b>	
	8:30 AM	Assemble at the office of the SOE to travel to the DoE warehouse	
	9:00 AM & 1:00 PM	<b>Convene Canvassing Board</b>	102.141
		<b>Witness and certify Public Logic &amp; Accuracy Test</b> Precinct and early voting site vote tabulation equipment	101.5612
		<b>Conduct Organizational Meeting</b> (Immediately following L&A Testing) Agenda items to include:	
		Canvassing Board Training-Return Back to Historic Courthouse	
		Assign custody of vote-by-mail ballots to the DOE	101.68(3)
		Authorize a DOE representative to represent Board in opening of vote-by-mail ballot mailing envelopes	101.68(2)(d)
		Authorize a DOE representative to represent Board in duplication of vote-by-mail ballots	101.5614(5)
		Witness and certify Logic & Accuracy Test Vote-by-mail ballot vote tabulation equipment	101.5612
Begin the canvass of initial vote-by-mail ballots that have been returned		101.68(2)(a)	
18th Thursday	10:00 AM	<b>Canvass Vote-by-Mail Ballots</b>	
		Review challenges to vote-by-mail ballots	101.68(2)( c)2
		Review vote-by-mail ballots recommended for acceptance and rejection	101.68(2)(a)
		Process vote-by-mail ballots	101.68(2)(a)
20th Saturday	10:00 AM (if needed)	<b>Canvass Vote-by-Mail Ballots</b>	
		Review challenges to vote-by-mail ballots	101.68(2)( c)2
		Review vote-by-mail ballots recommended for acceptance and rejection	101.68(2)(a)
		Process vote-by-mail ballots	101.68(2)(c)1
24th Wednesday	1:00 PM	<b>Canvass Vote-by-Mail Ballots</b>	
		Review challenges to vote-by-mail ballots	101.68(2)( c)2
		Review vote-by-mail ballots recommended for acceptance and rejection	101.68(2)(a)
		Process vote-by-mail ballots	101.68(2)(a)
27th Saturday	1:00 PM (if needed)	<b>Canvass Vote-by-Mail Ballots</b>	
		Review challenges to vote-by-mail ballots	101.68(2)( c)2
		Review vote-by-mail ballots recommended for acceptance	101.68(2)(a)
		Process vote-by-mail ballots	101.68(2)(a)
29th Monday	10:00 AM	<b>Canvass Vote-by-Mail Ballots</b>	
		Review challenges to vote-by-mail ballots	101.68(2)( c)2
		Review vote-by-mail ballots recommended for acceptance and rejection	101.68(2)(a)
		Process vote-by-mail ballots	101.68(2)(a)
		Report on Early Voting	101.657



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DATE	START	ITEM	STATUTE	
<b>ELECTION DAY</b>				
<b>30th Tuesday</b>	<b>7:00 AM</b>	<b>Polls Open</b>	100.011(1)	
	<b>8:00 AM</b>	<b>DOE continues processing absentee ballots as authorized by the Canvassing Board</b>		101.68(2)(a) 101.68(3)
		<b>Canvass Vote-by-Mail Ballots</b>		
		Review challenges to vote-by-mail ballots		101.68(2)(c)2
		Review vote-by-mail ballots recommended for acceptance		101.68(2)(a)
	Review ballots recommended for rejection		101.68(2)(c)1	
	<b>7:00 PM</b>	<b>Polls Close</b>	100.011(1)	
	<b>7:01 PM</b>	<b>Begin submitting Early Voting and Vote-by-Mail results to the State</b>	102.141(4)	
	<b>Continue submitting to the State results as they are received at least every 45 minutes until all preliminary results are received.</b>		102.141(4)	
<b>31st Thursday</b>	<b>2:00 AM</b>	<b>Deadline to Receive Precinct Results</b>	102.141(3)	

**SEPTEMBER**

<b>1st Thursday</b>	<b>2:00 PM</b>	<b>Canvass Unscanned Ballots</b>		
		Review & duplicate unscanned ballots		101.5614(5)
		Witness and certify Logic & Accuracy Test Unscanned ballot vote tabulation equipment		101.5612
		Process, upload and get results of unscanned ballots		101.5614(8)
		<b>Canvass Precinct &amp; Early Voting Returns</b>		
		Examine tabulation results of ballots cast to determine if correctly reflects votes cast		102.141(3)
		<b>Canvass Provisional Ballots Recommended for Acceptance</b>		
		Canvass and duplicate accepted provisional ballots		101.5614(5)
	Witness and certify Logic & Accuracy Test Provisional ballot vote tabulation equipment		101.5612	
	Process accepted provisional ballots		101.048(2)(b)1	
	<b>5:00 PM</b>	<b>Deadline for those voting by Provisional Ballot to submit verification of eligibility to vote</b>		101.048(1)
	<b>5:01 PM</b>	<b>Canvass provisional ballots recommended for rejection</b>		101.048(2)(b)2
Review , process accepted ballots, upload and get results of provisional ballots		101.5614(8)		
<b>Prepare 1st Unofficial Returns for submission to state</b> (12 Noon-Friday 9/2/2016 Deadline)		102.141(5)		
<b>Determine if Machine Recount is Required</b> (except federal, state, multi-county) Any candidate/question defeated by 1/2% or less		102.141(7)		
<b>2nd Friday</b>	<b>9:00 AM (if needed)</b>	<b>Prepare 1st Unofficial Returns for submission to state</b> (12 Noon-Friday 9/2/2016 Deadline)		102.141(5)
		<b>ECC determines if Machine Recount required after 1st Unofficial Returns</b> (federal, state, multi-county)		102.141(7)



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3rd Saturday	9:00 AM (if needed)	Conduct Machine Recount as needed (federal, state, multi-county)	102.141(7)
		Conduct Manual Recount as needed (except federal, state, multi-county)	102.166(1)
		Prepare 2nd Unofficial Returns for submission to state (3:00 PM Sunday 9/4/2016)	102.141(7)(c)
		Prepare certification of Official Returns & Conduct of Election to state (5:00 PM, 7th day following election: Tuesday 9/6/2016)	102.112(2)
		Select Manual Audit race & precinct(s) Immediately following certification of election	101.591
		Begin Manual Audit	101.591
		Continue Manual Audit as needed	101.591
6th Tuesday	9:00 AM	Prepare certification of Official Returns & Conduct of Election to state (5:00 PM, 7th day following election: Tuesday 9/6/2016)	102.112(2)
		Select Manual Audit race & precinct(s) Immediately following certification of election	101.591
		Begin Manual Audit	101.591
		Continue Manual Audit as needed	101.591