

# Canvassing Board Timeline

## Primary Election 08/24/2010



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June 14, 2010

Canvassing Board Chairman  
The Honorable Joe Grammer  
P.O. Box 2269  
Panama City, FL 32402

Canvassing Board Member  
County Commission Chairman Bill Dozier  
840 11<sup>th</sup> Street  
Panama City, FL 32401

Dear Canvassing Board Members:

Pages 2 & 3 provide the Canvassing Board Timeline for the upcoming August 24<sup>th</sup> 2010 Primary Election.

If you have any questions or concerns, please contact my office.

Respectfully,

Mark Andersen  
Supervisor of Elections, Bay County

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### NOTE

All meetings will be conducted at the SOE Office  
830 W 11<sup>th</sup> Street Panama City, FL. 32401.

#### **July 30 – Friday**

- 8:00 a.m. to 8:30 a.m. – Canvassing Board Orientation Meeting
- 8:30 a.m. – Canvassing Board officially convenes for this election to conduct public testing of voting equipment to be used in early voting & at precincts
- 8:30 a.m. to 5:00 p.m. – Begin public testing all election equipment to include modem of election night results.

#### **August 2 – Monday through August 6– Friday (if necessary)**

8:30 a.m. to 5:00 p.m. – Resume testing of all voting equipment until complete

#### **August 3 – Tuesday**

8:30 a.m. to 5:00 p.m. – Resume testing of all voting equipment until complete

#### **August 4 – Wednesday**

8:30 a.m. to 5:00 p.m. – Resume testing of all voting equipment until complete

#### **August 5 – Thursday**

8:30 a.m. to 5:00 p.m. – Resume testing of all voting equipment until completed

#### **August 6 – Friday**

8:30 a.m. to 5:00 p.m. – Resume testing of all voting equipment until completed

#### **August 9 – Monday through August 21 – Saturday**

Early Voting from 9:00 a.m. to 5:00 p.m. daily from Monday through Saturday – all Canvassing Board Members must be on call in case of emergency

#### **August 18 – Wednesday (6<sup>th</sup> day prior)**

8:30 a.m. to 5:00 p.m. – Begin canvassing of absentee ballots

#### **August 19 – Thursday through August 22 – Sunday**

8:30 a.m. to 5:00 p.m. – Resume canvassing of absentee ballots *(if determined necessary by 5:00 pm. of the previous day)*. Basically, Canvassing Board Members must be available during these days if needed.

#### **August 23 – Monday**

1:00 p.m. – Reconvene to canvassing of absentee ballots

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### August 24 – Tuesday – Primary Election Day

*All Canvassing Board Members must be on call from 6:00 a.m. until preliminary unofficial results are made available sometime after 8:00 p.m.*

4:00 p.m. until – Reconvene to canvass absentee ballots and process preliminary unofficial results

### August 25 – Wednesday

9:00 a.m. through 5:00 p.m. – Reconvene to conduct verification of election precinct by precinct

### August 26 – Thursday through August 27– Friday

*Canvassing Board Members must be available in case of a recount ordered by the Secretary of State, Division of Elections or the county*

### August 27 – Friday

8:30 a.m. – Reconvene to process provisional ballots and file unofficial results to Division of Elections no later than noon

### August 29 – Sunday

No later than 3:00 p.m. – Reconvene to file 2<sup>nd</sup> set of unofficial results, if necessary

### August 31 – Tuesday

8:30 a.m. – Reconvene to file official results to Division of Elections along with Conduct of Election report (if this was not done on Friday, August 27)

### **NOTE**

*The canvassing Board may adjourn at an earlier date if the manual audit is completed and made public earlier than the deadline.*

### September 1 – Wednesday

8:30 a.m. to 5:00 p.m. – Reconvene to begin manual audit of the voting system for the Primary Election (**Board Majority Required**)

### September 2 – Thursday

8:30 a.m. to 5:00 p.m. – Continue manual audit (if necessary)

### September 7 – Tuesday

8:30 a.m. – Deadline to reconvene to make public the results of the manual audit (if this has not been done earlier). Adjourn.