

Orange County Canvassing Board

Minutes for

Orientation Meeting

Thursday, January 28, 2016, 4 p.m.

Present were: County Judge Jeanette Bigney; Victoria Siplin, County Commissioner; Bill Cowles, Supervisor of Elections; Bryan Nelson, County Commissioner; County Judge Steve Jewett; Scott R. McHenry, Assistant County Attorney; Nicholas Shannin, Supervisor of Elections Attorney; Luis Torres, Technical Service Manager; Radhica Singh, Senior Deputy Supervisor Administration Services; and Anita Dunlap, Recording Secretary. There were no public attendees.

The meeting was called to order at 4:04 p.m.

County Judge Jeanette Bigney acknowledged the Public Notice printed in the Orlando Sentinel, January 21, 2016 concerning Canvassing Board Orientation meeting for January 28, 2016 at 4:00 p.m.

No Public Comment was received.

No FSASE County Canvassing Board Workshop Feedback was received.

2016 Municipal Elections – Resolutions authorizing Orange County Canvassing Board to Canvass City Ballots was discussed. Bill Cowles, Supervisor of Elections explained all Resolutions from city municipalities have been received, except for Windemere, which is slated to be authorized in the near future. In addition, conversation took place regarding the potential for run-off elections for Apopka and Ocoee on April 12, 2016. No action was taken.

Scott R. McHenry, Assistant County Attorney advised 2016 Canvassing Board members of his assisted participation in conjunction with Jeff Newton, County Attorney for the 2016 Canvassing Board.

Bill Cowles, Supervisor of Elections discussed the Logic and Accuracy Test (Countywide Presidential Preference Primary, Primary and General). Luis Torres, Technical Service Manager, Supervisor of Elections demonstrated the DS200 and Express Vote machines.

A review of the Public Test outline for the March 15, 2016 Presidential Preference Primary was conducted. **Bill Cowles, Supervisor of Elections made a motion to adopt the Public Test outline for the March 15, 2016 Presidential Preference Primary. Victoria Siplin, County Commissioner seconded the motion. All voted in favor, motion adopted.**

A review of the Canvassing Criteria to be used for 2016 was conducted. **Bill Cowles, Supervisor of Elections made a motion to adopt the Canvassing Criteria to be used for 2016. County Judge Jeanette Bigney seconded the motion. All voted in favor, motion adopted.**

A review of the Voter Intent Rule examples to be used for 2016 was conducted. **Bill Cowles, Supervisor of Elections made a motion to adopt the Voter Intent Rule examples to be used for 2016. County Judge Jeanette Bigney seconded the motion. All voted in favor, motion adopted.**

An overview of procedures including Verifying Results, Canvassing Write-Ins, Recount, Certifying Results/Report on Conduct of Elections, Manual Audit, and Contest of Election was conducted.

Bill Cowles, Supervisor of Elections made a motion to approve the authorization for staff to do duplication. County Judge Jeanette Bigney seconded the motion. All voted in favor, motion approved.

A review of the Results Authorization Form for All Elections staff for 2016 was conducted. Bill Cowles, Supervisor of Elections made a motion to approve utilization of the Results Authorization Form for All Elections for 2016. County Judge Jeanette Bigney seconded the motion. All voted in favor, motion approved.

The 2016 Canvassing Board members reviewed the 2016 Canvassing Board Calendar. Changes submitted and implemented. Revised 2016 Canvassing Board Calendar has been issued to Board Members and posted on the Supervisor of Elections website.

<http://www.ocfelections.com/Forms/Canvassing%20Board%20Schedule/2016/2016%20Canvassing%20Board%20Calendar.pdf>

A review of the 2016 Orange County Canvassing Board Member listing was conducted. Changes submitted and implemented.

There being no further business, the meeting adjourned at 5:45 p.m.

Respectfully Submitted by:

Anita Dunlap

Recording Secretary