



## **FORSYTH COUNTY BOARD OF ELECTIONS**

### **Board Meeting – Canvass**

#### **Agenda**

**October 17, 2023 – 11:00 a.m.**

1. Meeting Called to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Public Comments
5. Approval of Meeting Minutes
6. Report on Hand-to-Eye Audit
7. Certification of the 2023 City of High Point Primary Election
8. Adjournment

**FORSYTH COUNTY BOARD OF ELECTIONS**  
**Meeting Minutes**  
**October 17, 2023 – 11:00 a.m.**

**Meeting Called to Order**

A meeting of the Forsyth County Board of Elections was called to order in the 2<sup>nd</sup> Floor Board Room on Tuesday, October 17, 2023, at **11:00 a.m.**, Chairperson Robert Durrah, Jr. presiding.

**Board Members in attendance:** Chairperson Robert Durrah, Jr., Vice Chair Catherine Jourdan, Secretary Chad Doomy, Member Alfred Harvey, Member Adam Draper (by phone)

**Staff Members in attendance:** Director Tim Tsujii, Deputy Director Michelle Bobadilla, Tricia Starkey, Adam Clark, Jay Lerman, Louise Lash, Issac Westfall

**Pledge of Allegiance**

Chairperson Robert Durrah led the Pledge of Allegiance.

**Moment of Silence**

Chairperson Robert Durrah led a moment of silence.

**Public Comments**

Chairperson Robert Durrah called for public comments, providing two minutes per speaker:

None

Member Harvey moved to close public comments; Secretary Doomy seconded. **Motion carried unanimously.**

**Approval of Meeting Minutes**

Member Draper moved to approve the meeting minutes for September 19, 2023, October 9, 2023, and October 10, 2023 as submitted; Member Harvey seconded.

**Motion carried unanimously.**

Forsyth County Board of Elections – Board Meeting October 17, 2023  
**Report on Hand to Eye Audit**

Deputy Director Bobadilla presented to the Board that a multi-partisan team performed the hand-to-eye audit. The State Board of Elections selected the Municipal Primary precinct 014, Hampton Inn Kernersville for the audit. Mrs. Bobadilla explained that the sample audit count is required by statute and helps ensure the accuracy of election results tabulated. The audit is a comparison of the machine counts with hand-to-eye counts completed as a test to ensure voting equipment read the voter's choices accurately. Mrs. Bobadilla reported that no discrepancies were found. Secretary Doomy moved to approve the hand-to-eye audit; Member Harvey seconded. **Motion carried unanimously.**

**Certification of the 2023 City of High Point Primary Election**

Adam Clark, Election Systems Manager, presented to the Board that the vote audit of seven Municipal Primary Election Day votes had 100% accuracy.

Director Tsujii presented to the Board that there was no additional information to report regarding the certification of the 2023 municipal primary election results. Secretary Doomy moved to certify the 2023 City of High Point Primary Election results; Vice Chair Jourdan seconded. **Motion carried unanimously.**

Member Draper departed the meeting at 11:11 a.m.

Board Members signed the Block Style Results Report.

Board Members signed the Abstract Cover Sheet.

Board Members signed the Results Report by Contest.

Board Members signed Results Report by Precinct.

**Adjournment**

Secretary Doomy moved to adjourn; Member Harvey seconded. **Motion carried unanimously.** Meeting adjourned at **11:28 a.m.**

Forsyth County Board of Elections – Board Meeting October 17, 2023

Approved:

s:/Robert Durrah, Jr.

Chairperson

s:/Chad Doomy

Secretary

s:/Alfred Harvey

Member



**FORSYTH COUNTY BOARD OF ELECTIONS**  
**Regular Board Meeting**  
**Agenda**  
**October 17, 2023**

1. Meeting Called to Order
2. Approval of Logic & Accuracy Test of Voting Machines for the Municipal Election One-Stop Early Voting and Election Day on November 7, 2023
3. Discussion on Board Stipend for FY2024-2025
4. Approval of Updated Absentee Disposition Guidelines
5. Adoption of Resolution Regarding the Preparatory Steps to Staff for Absentee Ballots for the March 5, 2024 Primary Election
6. Approval of Pre-Processing Absentee Ballots for the March 5, 2024 Primary Election
7. Approval of Re-Making Ballot Procedures for the March 5, 2024 Primary Election
8. Approval of Notification Procedures to Voters with Discrepancies on Absentee Ballots for the March 5, 2024 Primary Election
9. Approval of Procedures for Contacting Unaffiliated Voters that Do Not Indicate Ballot Selection for the March 5, 2024 Primary Election
10. Adoption of Resolution to Count Absentee Ballots at 2pm on Election Day for the March 5, 2024 Primary Election
11. Approval of Electioneering Plan at Government Center One-Stop Site for the March 5, 2024 Primary Election
12. Other Business
13. Closed Session (if necessary)
14. Adjournment

**FORSYTH COUNTY BOARD OF ELECTIONS**  
**Meeting Minutes**  
**October 17, 2023**

**Meeting Called to Order**

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**Board Members in attendance:** Chairperson Robert Durrah, Jr., Vice Chair Catherine Jourdan, Secretary Chad Doomy, Member Alfred Harvey

**Board Members not in attendance:** Member Adam Draper

**Staff Members in attendance:** Director Tim Tsujii, Deputy Director Michelle Bobadilla, Tricia Starkey, Adam Clark, Jay Lerman, Louise Lash, Issac Westfall

**Approval of Logic & Accuracy Test of Voting Machines for the November 7, 2023 Municipal Election**

Jay Lerman, Voting Systems and Geocode Manager. Presented the Board with the Logic and Accuracy testing of voting machines for both One-Stop Early Voting and Election Day for the Municipal Election. The testing was done by a multi-partisan team and 100% of all tests were without issues with the DS200 Serial Numbers and Express Vote Serial Numbers reported. Three observers attended and 1 television crew. Secretary Doomy moved to approve the Logic and Accuracy testing of voting machines for the November 7, 2023 municipal election; Vice Chair Jourdan seconded. **Motion carried unanimously.**

**Discussion on Board Stipend for FY2024-2025**

Director Tsujii presented the Board the board member pay scales for both larger and smaller counties for discussion. An across the board increase was discussed in order to be more in line with larger counties. Secretary Doomy moved to accept the proposed \$400 monthly stipend for all Board Members; Member Harvey seconded. **Motion carried unanimously.**

**Approval of Updated Absentee Disposition Guidelines**

Louise Lash, Absentee Voting Manger, presented the absentee disposition guidelines, pursuant to Numbered Memo 2021-03, and informed the Board that the guidelines have been updated to include the scenarios related to Voter ID rules.

Chairman Durrah departed meeting at 11:57 a.m. and returned at 12:00 p.m.

Secretary Doomy moved to approve the absentee disposition guidelines as presented; Member Harvey seconded. **Motion carried unanimously.**

**Adoption of Resolution Regarding the Preparatory Steps to Staff for Absentee Ballots for the March 5, 2024 Primary Election**

Mrs. Lash presented to the Board the resolution regarding delegation to staff of preparatory steps for absentee ballots for the March 5, 2024 primary election which follows Numbered Memo 2020-25. The absentee team does a preliminary review of the absentee return envelopes checking for any deficiencies and voters with deficiencies are contacted as required by Numbered Memo 2021-03. Vice Chair Jourdan moved to adopt the resolution as submitted; Member Harvey seconded. **Motin carried unanimously.**

**Approval of Pre-Processing Absentee Ballots for the March 5, 2024 Primary Election**

Mrs. Lash presented to the Board the pre-processing procedures for absentee ballots which are conducted by a bipartisan team. Secretary Doomy moted to approve the pre-processing absentee ballots procedures; Member Harvey seconded. **Motion carried unanimously.**

**Approval of Re-Making Ballot Procedures for the March 5, 2024 Primary Election**

Mrs. Lash presented to the Board the procedures for re-making ballots that are unable to be scanned by the tabulators. Vice Chair Jourdan moved to accept the procedures as presented; Secretary Doomy seconded. **Motion carried unanimously.**

**Approval of Notification Procedures to Voters with Discrepancies on Absentee Ballots for the March 5, 2024 Primary Election**

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Mrs. Lash presented the procedures for notifying voters of deficiencies in their absentee return envelope as provided by Numbered Memo 2021-03. Secretary Doomy moved to approve the procedures as presented; Member Harvey seconded. **Motion carried unanimously.**

**Approval of Procedures for Contacting Unaffiliated Voters that Do Not Indicate Ballot Selection for the March 5, 2024 Primary Election**

Mrs. Lash presented the procedures for contacting unaffiliated voters that do not indicate a ballot selection for the March 5, 2024 primary election. Vice Chair Jourdan moved to approve the procedures as presented; Member Harvey seconded. **Motion carried unanimously.**

**Adoption of Resolution to Count Absentee Ballots at 2:00 p.m. on Election Day for the March 5, 2024 Primary Election**

Tricia Starkey, Board Clerk, presented the resolution to count absentee ballots at 2:00 p.m. on election day in accordance with General Statute 163-234(2). The results of the absentee ballot count will not be announced before 7:30 p.m. on election day. Per statute 163-234(2), this notice will be posted once a week for two weeks prior to the election in a newspaper having general circulation in the county. Secretary Doomy moved to approve the resolution as presented; Member Harvey seconded. **Motion carried unanimously.**

**Approval of Electioneering Plan at Government Center One-Stop Site for the March 5, 2024 Primary Election**

Director Tsujii presented the electioneering plan for the Government Center One-Stop Early voting site for March 5, 2024 Primary Election. One parking spot will be dedicated for electioneering in the parking deck along with space to the front entrance of the building. Vice Chair Jourdan moved to approve the One-Stop electioneering plan at the Government Center for the March 5, 2024 Primary Election; Secretary Doomy seconded. **Motion carried unanimously.**

**Other Business**

Mr. Tsujii presented the updated wording changes to the previously adopted Resolution to Delegate Designation of Judges for Deciding Photo ID Related Challenges at One-Stop



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Early Voting Sites. The new wording includes the statement “that each of the three judges chosen should ideally be of completely different parties”.

**Closed Session (if necessary)**

**Adjournment**

Secretary Doomy moved to adjourn; Member Harvey seconded. **Motion carried unanimously.** Meeting adjourned at **12:18** p.m.

Approved:

s:/Robert Durrah, Jr.

Chairperson

s:/Chad Doomy

Secretary

s:/Alfred Harvey

Member