



Rhonda Seymore
District 1

Jean Holloway
District 2

Peggy Taylor
District 3
Chairman

Angie Stringer
District 4
Secretary

John Bowers
District 5

Zach Camp
At-Large

Karen Claflin
At-Large
Vice Chairman

Laura R Booth
Director

301 N. Main St
Anderson, SC 29621

Phone: 864.260.4035
Fax: 864.260.4203

BOARD OF ELECTIONS AND VOTER REGISTRATION
OF ANDERSON COUNTY
REGULAR MEETING

Thursday, April 14, 2022 at 4:45 p.m.
Anderson County Elections and Voter Registration
301 N. Main Street, Anderson, SC 29621

AGENDA

1. CALL TO ORDER:
2. INVOCATION and PLEDGE:
3. ROLL CALL
4. REMARKS:
5. READING AND APPROVAL OF THE MINUTES:
 - a. Minutes from January 13, 2022
6. UNFINISHED BUSINESS:
7. NEW BUSINESS:
8. REMARKS:
9. DATE OF NEXT MEETING: July 14, 2022 @ 4:45 p.m.
10. ADJOURNMENT

Election Central Guide

Media Spokesperson

1. Sees that the area is setup and that each news media representative is identified.
2. Gives instructions to the media of how reports will be distributed.
 - One copy per representative
3. Oversees the copying and distribution of precinct reports.
4. Takes questions and give answers and interviews
5. Limits conversations within the secured area to a minimum and a whisper that will minimize confusion from observers that may over hear communications between workers and helps promote concentration to the task at hand.

Tabulation Supervisor *haren*

1. Oversees the tabulating of election results that includes the inner secured tabulating area as well as the write-in resolution board.
2. Ensures that only the personnel that are responsible for tabulating are within the inner secured area. No unauthorized personnel shall be allowed within the tabulating area and those deemed unauthorized will be removed immediately.
 - Authorized personnel is as follows:
 - Director and Assistant Director - trained and certified in Unity
 - Only those workers/volunteers that assist in receiving election equipment, releasing reports, and replacing all of the election materials back into inventory.
3. Observes the transporting of the election equipment from the receiving table to the tabulating area, the opening of the materials, removal of the media sticks for reading into the tabulating equipment, and delivery of reports.
4. Supervises the write-in resolution board. See appendix A at the end of this section.
5. Helps resolve matters that may arise.
6. Ensures that the process is open and within public view but free from interruptions and intrusions.

Receiving Supervisor *Amie / Dessy*

1. Helps keep the arriving polling clerks orderly and in line.
2. Only allows one polling clerk at a time to each pair of receiving clerks stationed at the receiving tables.
3. Gives instructions to polling clerks that they must have their paper work filled out and in hand, have election data stick in hand, and their sealed transfer case containing their paper ballots. If they do not have one of these items they must retrieve it from their vehicle before being allowed to the receiving table. If their paper work is not complete then must instruct that poll clerk to step out of line and complete their paper work at the table provided then may get back in line.
4. Oversees that each pair of receiving clerks is processing each polling clerk and filling out their paper work properly.
5. Assists in resolving any issues such as missing materials.
6. Observes that the election data stick is transported from the receiving table to the tabulating area, that the transfer case containing the paper ballots is transported to the transfer case area, and that the other in hand election materials are sent to the sorting area.
7. Directs polling clerks that have been released back to their vehicles.

Security Supervisor

Zach

1. Responsible for keeping only election central personnel and County Election Board Members within the secured area.
2. Seeks aid or service from any security personnel provided by the Anderson County Park Police and/or Anderson County Sheriff's Department and/or Anderson City Police Department or EMS.
3. Keeps all County Park Police, Anderson County Sheriff's Deputies, and/or Anderson City Police out of the secured area unless their services are required.

Loading Supervisor

1. Responsible for overseeing the unloading of election materials from the Clerk's vehicles and separated.
2. Ensures that all materials are unloaded and located with the correct clerk for processing.
3. Assists the Manager in seeing that all election materials being returned election night are accounted for and relinquished back to Election Personnel for processing.
4. In the event items required to be returned are left in the vehicle or polling location, will assist in retrieving those items and ensuring security is kept intact.
5. Ensures that all required security seals are intact and recorded.

Supervisor of Returned Materials

Jeon

1. Observes the sorting of returned election material that includes: E-Pollbooks, Transfer Cases, Supply Bags, etc.
2. Oversees the opening of the transfer cases, copying of any and all provisional ballot envelopes, and placement of these envelopes in the proper case.
3. Ensures that the log is kept for each precinct if provisional ballots were present.
4. Will view the sealing and recording of the seal for the failsafe transfer case and the provisional ballot transfer case.

Supervisor of Reporting

Rhonda

1. Will oversee the receiving of the election data stick and reporting of election results from the tabulating area.
2. Observes and verifies that the Election Data Stick, Zero Tape, and Totals tape are present. That they all have the correct precinct name and that the audit of precinct totals are being conducted.
3. Witnesses that the Election Data Stick is secured after tabulating and that the election results are logged.
4. Verifies that reports are accurate for release and the tabulating area is secured at all times.

Election Central Guide

Appendix A:

1. The write in resolution board must consist of three members. All members must be registered voters from the county and must take their oath before processing begins.
2. The board will consist of two members that are appointed trained volunteers with the final member being a County Election Commissioner or staff member.
3. All reviews and decisions pertaining to write-in votes shall be made by the Write-in Resolution Board at election central on election night.

Processing and Reporting Write-in Candidates

1. A precinct report is produced by each media stick for precincts that is turned over to the write-in resolution board and tabulator supervisor.
2. The precinct report must be reviewed for write-in candidates for each contest in that precinct. It must be determined whether the votes present in the write-in column are a significant amount that would require logging the name(s) and total(s) for that write-in candidate(s) for that contest.
3. If the determination is made that there is NOT a significant amount that requires processing of write-in votes the report will be turned over to the tabulator supervisor for processing.
4. If the determination is made that there is a significant amount that requires logging this information then the board must work with the tabulator supervisor to make determinations of names from the write-in report to be tallied for the contest in question.
5. In recording the write-in candidate's name you must record it exactly as it appears and log the deviations accordingly from the precinct report in ElectionWare.
6. Review the variables in names i.e.: John Doe, Jon Doe, William Doe, Billy Doe, Bill Doe, etc. At this time the write-in board must make a determination as to whether these names refer to one candidate or multiple candidates. For example is John Doe and Jon Doe the same candidate and votes cast are votes for John Doe Candidate, and is William, Billy and/or Bill Doe the same candidate? After this determination has been made then the board may proceed in tallying the votes for the write-in candidates.
7. After tallying has been completed the board must review and confirm that the tally is correct and reflects that determination of the board and the write-ins.
8. Once the review is completed the tally must be logged into the computer and a report printed.
9. The report must be reviewed for accuracy.
10. At the conclusion when all precincts have been processed all records must be retained and turned over to the director for reporting and archiving.