

I. Staff:

The Central Counting and Accumulation Station staff shall be as follows:

1. Central Counting Station Manager: Allie Thomas
2. Central Counting Station Asst. Manager: Dan Teed
3. Central Counting Station Tabulation Supervisor: James Thompson
4. Central Counting Station Assistant Tabulation Supervisor: Teresa Teri Bates
5. Presiding Judge: Bill Carson
6. Alternate Judge: Linda Mertz
7. Clerks are hired by the Presiding Judge, having been presented by the parties.
8. If needed, the Manager shall appoint other clerks, as provided for by law.

II. Poll watchers:

Poll watchers are welcome to observe the activities as permitted by law, and will submit the appropriate poll watcher paperwork prescribed by the Texas Secretary of State to the Presiding Judge of the Counting Station.

III. Procedures for Convening--Time and Place of Meeting: Election Day at 6 pm, in the Navarro County Election Barn, 601 N. 13th Street, Corsicana, TX, 75110.

IV. Administration of Oaths. Officers of the Station will sign written oaths.

V. Intake of ballots, electronic media, and supplies.

Electronic media are used to transfer the votes from the scanners to the Central Counting Station on election night. Additionally, if needed, Central Counting Station may accompany a judge back out to the polling place to retrieve backup media or ballots from the scanner in case of an emergency.

Supplies and paperwork are returned in the blue bags, that serve as ballot box #4.

VI. Tests:

In house testing was done on all machinery, for every precinct.

The public Logic and Accuracy Test 1 included votes, undervotes, and attempted overvotes and public and in house testing included all ballot styles and precincts on all ballot marking equipment and scanners. Notice of public logic and accuracy testing was published in the Corsicana Daily Sun. The testing board consisted of the Election Administrator, and Elections Office staff. The public was welcome, but no one attended.

Test 2 will commence just before ballots are accumulated and tallied on election night. The testing board shall consist of the Central Counting Station Manager, the Presiding and Alternate Judges of the Central Counting Station and clerks. Poll watchers are welcome. The object of Test 2 is to test the accumulation/tallying equipment to ensure it is still functioning properly, not to test the paper or anything else, so as is customary across the State, after a zero tape is printed, the ballot media from test 1 will be read back into the Election Reporting Manager program, and the results will be compared.

Test 3 will commence immediately after the last of the votes are accumulated/tallied on election night, as required by law. The testing board shall consist of the Central Counting Station Manager, the

Presiding and Alternate Judges of the Counting Station, clerks. Poll watchers are welcome. The object of Test 3 is to test the accumulation/tallying equipment to ensure it is still functioning properly, so as is customary across the State, after a zero tape is printed, the ballot media from test 1 will be read back into the Election Reporting Manager program, and the results from test 1, 2, and 3 will be compared.

All testing materials shall be sealed and stored in compliance with the Election Code, using tamper evident bank bags.

IV. Ballot Box Security

- A. The Ballot Boxes: The ballot boxes in Navarro County are the scanner tubs. They are pre-locked and pre-sealed prior to delivery, using double lock and seal hasps with locks that are keyed differently. Delivery is by Sheriff Deputies, and pickup is also by Sheriff deputies the day after Election Day. The transfer cases for the scanned ballot data are the usb media devices, to be locked and sealed inside red bags provided for that purpose. They shall be secured by digital encryption and by a physical seal, which is logged and signed at the polling place by the presiding and alternate judges, and shall not leave the possession of the judge or person delivering the media device until it is handed in person to the clerk posting guard of those devices at the central counting station.
- B. Receipt of Ballot Boxes/transfer cases: The transfer cases delivered on election night are the usb media devices from the scanners, while paper activation cards shall remain sealed and locked inside the scanner tubs for pickup on the day after election day. Scanner ballot media, containing the cast votes, shall be delivered on Election Night by the person responsible for delivery of election supplies. The Manager of the Central Counting station shall post one of the Central Counting Station Clerks as guard over the media until such time as they are handed to the Manager in person. Once included for tallying, the scanner media shall be sealed inside an envelope and the Central Counting Station Manager and Presiding and Alternate Judges shall seal the envelope by signing across the sealed flap. Any poll watchers present are also welcome to sign the sealed envelope.

V. Sorting, Duplicating, and Voter Intent:

Sorting, duplication, and voter intent will not need to be done under normal circumstances, since the ballot marking devices and scanners are electronic, and have built-in logic for accomplishing all of that. However, in the case of an emergency, in which the scanners are not working properly, paper ballot sorting, duplication, and voter intent shall be conducted by the Counting Station personnel as dictated by law. For example, ballots will be sorted by precinct, and examined for irregular marks, separating irregularly marked ballots out, before being duplicated and scanned. All duplicated ballots will be defaced with the word "SPOIL" written in large letters, and the words "copied to" and the new ballot serial number written. All Spoiled ballots will be entered on a spoiled ballot log and stored separately from ballots accepted for counting.

VI. Write-in candidate votes:

- A. All write-in selections must be reviewed by the ballot board or central counting station before returns are released on election night. This includes mail in write-ins, early voting write-ins, and election