



J. KENNETH BLACKWELL
Ohio Secretary of State

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DIRECTIVE 2006-48

May 1, 2006

TO: ALL COUNTY BOARDS OF ELECTIONS
Members, Directors, and Deputy Directors

OFFICIAL CANVASS for MAY 2, 2006 ELECTION
R.C. 3513.22

The official canvass may begin no earlier than 11 days after the election (May 13) and must begin no later than 15 days after the election (May 17). As amended by Am. Sub. HB 3, R.C. 3513.22 requires all boards of elections to complete the canvass of votes cast at the election no later than 21 days after the election (May 23).

Prior to May 13, boards may examine pollbooks, poll lists, signature pollbooks and tally sheets and compare them to the summary statements. Any errors, defects, or omissions shall be noted and corrected. Boards may verify the eligibility of persons casting provisional ballots as well as the completeness of the required statements. (*See Adv. 2005-07*) The examination, reconciliation, and verification, however, must be completed by the canvass deadline.

- *All Voting Systems* - In order for a board to declare official results, all valid ballots cast - including eligible ballots cast at the polls, provisional ballots and absentee ballots - must be counted at the official canvass.
- *Paper ballots* - Count the ballots as counted on election night; or sort the ballots using the stack method, then count each stack. The stack method means sorting by candidate, yes or no vote, for or against vote and overvote or no vote.
- *Optical scan precinct count* - Each board must rerun the precinct/polling place memory card and verify the count matches the unofficial. If it does not, the board must run all ballots through the tabulator and set it to reject blank ballots and overvoted ballots. The board must designate inspection teams consisting of an equal number of employees from each major political party to efficiently inspect the rejected ballots to determine voter intent.

- *DRE* - Each board must rerun the precinct cartridges, PCMCIA cards and other removable memory devices and verify the count matches the unofficial. If it does not, the board must compare the audit trail or the internal program on the voting machine to the cartridge results and determine the cause of the difference. **NOTE:** The seal on the canister or the tape on the verified voter paper audit trail (VVPAT) is not to be broken to determine official results. If for any auditing reason the seal must be broken other than for recount purposes, this office is to be notified immediately.

When the board meets to determine and certify the results of the election, if two or more candidates receive the largest and equal number of votes for nomination or election to an office, such tie shall be resolved by lot by the chair of the board in the presence of a majority of the members of the board.

CERTIFICATION FORMS AND ABSTRACTS

The official certification forms must be promptly submitted to this office after certification. The completed forms must be received no later than June 2, 2006.

1. County vote for statewide candidates, total registered voters, total electors voting, and the number of Democratic and Republican electors voting.
2. County vote for district offices - to be mailed to the Secretary of State and the most populous county.
3. Certification of votes for county offices.
4. Absentee and Provisional ballot report.
5. Certificate of Results for Local Questions or Issues (Form No. 5) and Local Option Questions (Form 126-B).
6. Most populous county certification of district offices.

CERTIFICATIONS TO THE MOST POPULOUS COUNTY

Each form must show the name of the county, district number and **all** candidates. The original form must be sent to the most populous county in the district **and** a copy sent to the Secretary of State as required by R.C. 3513.22. If your county is the most populous for a single county district, send the original to the Secretary of State's office.

MOST POPULOUS COUNTY CERTIFICATIONS

Once your board receives the certifications from the overlapping counties and declares the results of those returns, please complete the district certification forms and return those forms to this office no later than June 16.

FORM 5

In reporting local questions and issues on Form 5, please indicate by an asterisk (*) any subdivisions which overlap into another county. *If your county contains the most populous portion of a multi-county district, send the total vote to this office in a separate letter showing the vote for each county.*

INSTRUCTIONS FOR ABSTRACTS

All counties must provide an electronic abstract of the final official precinct vote totals for **all** candidates (including write-ins) for statewide offices, U.S. Senate, Representative to Congress, State Senator and State Representative. All abstracts must also include the **total number of persons who voted** from **each precinct** as Democratic, Republican, total registered voters, **and** total electors voting. The abstracts must be received by this office by June 12.

The abstract must show the subtotal for wards, cities, and townships, and the grand total of all precincts. Proofread all figures and double check addition for subtotals and totals to assure accuracy. **The grand total of the votes on the abstract must agree with totals entered on the certification forms.**

If you have questions on the format for the abstract, please contact Traci Washington at 614-466-2585 or twashing@sos.state.oh.us.

ABSTRACTS AND FORMS

Abstracts and official certification forms should be prepared immediately after completion of the canvass in your county and received by the dates listed above. Do not wait to complete recounts before forwarding the forms. An amended report and abstract must be sent after the recount if totals change.

If you have any questions regarding this directive, please call the Elections Division at (614) 466-2585.

Sincerely,



Monty Lobb
Assistance Secretary of State