

**THE ELEVENTH JUDICIAL CIRCUIT
MIAMI-DADE COUNTY, FLORIDA**

**CASE NO. 14-2
(Court Administration)**

**ADMINISTRATIVE ORDER
NO. 14-08**

**IN RE: APPOINTMENT OF COUNTY
COURT JUDGE CARLOS GUZMAN
AS AN ALTERNATE MEMBER OF
THE CANVASSING BOARD OF
MIAMI-DADE COUNTY, FLORIDA
FOR THE 2014 PRIMARY AND
GENERAL ELECTIONS**

WHEREAS, pursuant to Section 102.141, Florida Statutes, the chair of the board of county commissioners or a member of the board of county commissioners and the supervisor of elections shall serve as members of the county canvassing board for elections; and

WHEREAS, in the event the chair, a member of the board of county commissioners, and/or the supervisor of elections are unable to serve as members, the chief judge of the circuit in which the county is located shall appoint as an alternate member a qualified elector of the county who is not a candidate with opposition in the election(s) being canvassed ("Alternate Member"); and

WHEREAS, inasmuch as the Chair of the Board of County Commissioners, a member of the Board of County Commissioners for Miami-Dade County, Florida, nor the Supervisor of Elections is able to serve as members of the Canvassing Board of Miami-Dade County, Florida for the 2014 Primary and General Elections the **HONORABLE CARLOS GUZMAN** has agreed to serve as an Alternate Member;

NOW, THEREFORE, pursuant to the authority vested in me as Chief Judge of the Eleventh Judicial Circuit of Florida, Judge Carlos Guzman is hereby appointed to serve as an Alternate Member of the Canvassing Board of Miami-Dade County, Florida for the August 26, 2014 Primary Election and the November 4, 2014 General Election.

In such capacity, pursuant to the attached schedule, Judge Guzman is hereby authorized to sign all documents pertaining to the elections as required or as authorized by law.

DONE AND ORDERED in Chambers at Miami-Dade County, Florida, this 13th day of June, 2014.

**BERTILA SOTO, CHIEF JUDGE
ELEVENTH JUDICIAL CIRCUIT OF FLORIDA**

**MIAMI-DADE COUNTY CANVASSING BOARD
08/26/2014 PRIMARY ELECTION**

The Miami-Dade County Canvassing Board will convene at the Office of the Supervisor of Elections, 2700 NW 87th Avenue, Miami, Florida. The Canvassing Board is convening on these dates in preparation to conduct the Primary Election to be held on August 26, 2014.

DATE/TIME	ACTIVITY	ATTENDANCE
Wednesday, 8/6/14 10:00 a.m. 2:00 p.m.	1. Logic and Accuracy Test of the touch screen and optical scan voting systems to be used for early voting, absentee, and precinct ballots 2. Public inspection of absentee ballots	All Canvassing Board Members or one designated Canvassing Board Member
Monday, 8/11/14 10:00 a.m. through Tuesday, 8/26/14	1. Pre-count Logic and Accuracy Test of the optical scan voting systems used for absentee and provisional ballots 2. Absentee ballots opening and processing (as needed) 3. Duplication of ballots (as needed)	All Canvassing Board Members or one designated Canvassing Board Member
Friday, 8/15/14 Wednesday, 8/20/14 Friday, 8/22/14 Monday, 8/25/14 Canvassing: 10:00 a.m. to completion (as needed)	1. Canvassing of presumed invalid absentee ballots (as needed)	All Canvassing Board Members
Tuesday, 8/26/14 Canvassing: 3:00 p.m. through Friday, 8/29/14 to completion	1. Canvassing of presumed invalid absentee ballots (as needed) 2. Tabulation of results 3. Preliminary Election returns (Unofficial) to State	All Canvassing Board Members
Friday, 8/29/14 Canvassing: 9:00 a.m. to completion	1. Provisional ballots processing (as needed) 2. Certification of <u>Unofficial</u> Results, including provisionals (<i>Deadline-Noon</i>) 3. Post-count Logic and Accuracy Test of the optical scan voting systems used for absentee and provisional ballots	All Canvassing Board Members
Tuesday, 9/2/14 Canvassing: 10:00 a.m. to completion	1. Certification of <u>Official</u> Results (<i>Deadline-5:00 p.m.</i>) 2. Race/question and precincts selection for manual post-election State audit	All Canvassing Board Members
Friday, 9/5/14 10:00 a.m. through Tuesday, 9/9/14 to completion	1. Audit process starts to completion	All Canvassing Board Members or a majority

County Canvassing Board Members

Hon. Shelley J. Kravitz, County Judge, *Chairperson*
Hon. Andrew S. Hague, County Judge, *Substitute Member*
Penelope Townsley, Supervisor of Elections, *Member*

Hon. (TBD), County Judge, *Alternate Member*
Hon. (TBD), County Judge, *Alternate Member*

MIAMI-DADE COUNTY CANVASSING BOARD

11/04/2014 GENERAL ELECTION

The Miami-Dade County Canvassing Board will convene at the Office of the Supervisor of Elections, 2700 NW 87th Avenue, Miami, Florida. The Canvassing Board is convening on these dates in preparation to conduct the General Election to be held on November 4, 2014.

DATE/TIME	ACTIVITY	ATTENDANCE
Wednesday, 10/15/14 10:00 a.m. 10:00 a.m. to 12:00 p.m.	1. Logic and Accuracy Test of the touch screen and optical scan voting systems to be used for early voting, precincts and paper ballots 2. Public inspection of absentee ballots	All Canvassing Board Members or one designated Canvassing Board Member
Monday, 10/20/14 10:00 a.m. through Tuesday, 11/4/14	1. Pre-count Logic and Accuracy Test of the optical scan voting systems used for absentee and provisional ballots 2. Absentee ballots opening and processing (as needed) 3. Duplication of ballots (as needed)	All Canvassing Board Members or one designated Canvassing Board Member
Thursday, 10/23/14 Friday, 10/24/14 Wednesday, 10/29/14 Thursday, 10/30/14 Friday, 10/31/14 Monday, 11/3/14 Canvassing: 10:00 a.m. to completion (as needed)	1. Canvassing of presumed invalid absentee ballots (as needed)	All Canvassing Board Members
Tuesday, 11/4/14 Canvassing: 3:00 p.m. through Friday, 11/7/14 to completion	1. Canvassing of presumed invalid absentee ballots (as needed) 2. Tabulation of results 3. Preliminary Election returns (Unofficial) to State, except provisional ballots	All Canvassing Board Members
Thursday, 11/6/14 Canvassing: 2:00 p.m.	1. Provisional ballots processing 2. Tabulation of results	All Canvassing Board Members
Friday, 11/7/14 Canvassing: 11:00 a.m. to completion	1. Provisional ballots processing continues (as needed) 2. Tabulation of results (as needed) 3. Certification of <u>Unofficial</u> Results, including provisional ballots 4. Post-count Logic and Accuracy Test of the optical scan voting systems used for absentee and provisional ballots	All Canvassing Board Members
Friday, 11/14/14 Canvassing: 2:00 p.m. to completion	1. Pre-count Logic and Accuracy Test of the optical scan voting systems for overseas absentee ballots 2. Canvassing of overseas absentee ballots 3. Certification of <u>Official</u> Results, including overseas absentee ballots 4. Post-count Logic and Accuracy Test of the optical scan voting systems for overseas absentee ballots 5. Race/question and precincts selection for manual post-election State audit	All Canvassing Board Members
Monday, 11/17/14 10:00 a.m. through Sunday, 11/23/14 to completion	1. Audit process starts until completion	All Canvassing Board Members or a majority

County Canvassing Board Members

Honorable Shelley J. Kravitz, County Judge, *Chairperson*
Honorable Andrew S. Hague, County Judge, *Substitute Member*
Penelope Townsley, Supervisor of Elections, *Member*

Hon. (TBD), County Judge, *Alternate Member*
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